

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, October 15, 2018

7:30 P.M.

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Minutes of October 15, 2018

Call to order by President.

Time: 7:32 p.m.

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have notice of and to attend the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Washington Township Board of Education has caused notice of this meeting to be emailed on January 12, 2018, to The Star Gazette and to the Clerk of Washington Township.

Flag Salute

Members in attendance: Karen Graf, President, Cheryl Noll, Vice-President, Kimberley Morris, Lauren Schlaffer and Anita Smith

Members absent: Joseph Armstead and Casey Grimm

**B. PUBLIC HEARING:**

- a. As per Public Law 6A:16-2.1 each school district shall, in consultation with their school physician, create a District Nursing Services Plan. The plan shall be adopted annual during a public hearing conducted at a regular board of education meeting: Nursing Services Plan

Motion by Anita Smith, seconded by Cheryl Noll, to approve the Nursing Services Plan for 2018-2019, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the minutes of September 17, 2018, as presented. MV: all voting yes, motion carried.

**C. SECRETARY'S REPORT:**

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending September 30, 2018, as presented. MV: all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Cheryl Noll, to approve the line item transfers, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Cheryl Noll, seconded by Anita Smith, to approve the Bills List for October 2018. MV: all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the Board Secretary's and Cash Reports for the month ending September 30, 2018, as presented. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

BE IT RESOLVED that the Washington Township Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, does hereby certify that as of the date of these reports, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A: 23A-16.10 (a);

BE IT FURTHER RESOLVED that the Superintendent recommends that the Washington Township Board of Education accept the monthly financial reports of the Secretary and the

Treasurer; and further recommends, in compliance with N.J.A.C. 6A: 23A-16.10 (c) 4, that the Board of Education Certifies that no major account has been over expended in violation of N.J.A.C. 6A: 23A-16.10 (b), and that as of this report sufficient funds are available to meet the District's financial obligations for the remainder of the year.

**D. SUPERINTENDENT'S REPORT:**

Motion by Cheryl Noll, seconded by Anita Smith, to approve the out-of-district in-service experiences, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Nicole Smith and Jesse Wyke	Working w/Emergency Bilinguals: Foundational Skills	\$90.00	10/8/2018	-	-	-	-	-
Keith Neuhs	NJSBA Convention	\$300.00	10/22,23 2018	-	-	-	\$260.00	-
Cheryl Noll	NJSBA Convention	\$300.00	10/23,24 2018	254	-	10	\$260.00	-
Jennifer Borusovic	Sussex Warren Assoc. of School Psychologists	\$30.00	10/15/2018	73	-	-	-	-
Keith Neuhs	TMI & Legal One HIB Case Law	\$139.00	11/15/2018	-	-	-	-	-
Jean Flynn	ESSA and Submission of Audsum	\$100.00	11/1/2018	58	-	-	-	-
Nicole Smith	Bureau of Education and Research	\$269.00	11/30/2018	82	-	-	-	-
Michael Angeloni	NAETI Workshop- CFEM 3 Credits	\$25.00	12/3/2018	98.61	-	-	-	-

Motion by Anita Smith, seconded by Kimberley, to approve \$29,323 of Susan Graham's salary to be funded by the 2018-2019 ESSA Federal Grant, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Lauren Schlawfer, to approve the following field trips for the 2018-2019 school year, as recommended by the Superintendent. RCV: Morris, Noll, Schlawfer, Smith and Graf, all voting yes, motion carried.

(All students will be transported in school buses unless their destination is New York City, Philadelphia or beyond 50 miles or otherwise noted. Parents/guardians are responsible for all fees and transportation costs).

G & T Enrichment Experiences

(The Board of Education will pay the transportation costs of the following trips :)

Date	Grade	Event	Destination
11/1/2018	4	Mindnastics	Blairstown Evangelical Church Blairstown, NJ
11/14/2018 snow date 11/15/2018	5,6	Battle of the Minds	Harmony School, Belvidere, NJ
11/29/2018 snow date 11/30/2018	3	Marvelous Math	Harmony Firehouse, Phillipsburg, NJ
12/13/2018	5&6	The Chelsea at Brookfield	Belvidere, NJ
2/13/2019 snow date 2/14/2019	5 & 6	Spelling Bee	Phillipsburg Middle School, Phillipsburg, NJ
3/01/2019 snow date 3/20/2019	3, 4	Phabulous Physics	Mansfield Elementary School, Port Murray NJ
3/5/2019 snow date 3/12/2019	4,5 & 6	Chess	Rutherford Hall, Allamuchy, NJ
3/28/2019	5	Strategic Thinking	Washington Borough Memorial School, Washington, NJ
4/11/2019	5 & 6	Battle of the Books	Great Meadows School, Great Meadows, NJ
5/21/2019	3&4	Battle of the Books	Belvidere, Oxford Street School, NJ
TBD	5&6	Debate	TBD
TBD	6	Convocation	Belvidere, Oxford Street School, Oxford, NJ
TBD	6	Robotics	TBD

Motion by Cheryl Noll, seconded by Anita Smith, to approve the Peer Leaders Program and the 2018-2019. Peer Leaders, from Warren Hills Regional High School, to volunteer in our district on the following dates, October 26, November 7, December 11, January 11, February 11, March 7, April 10 and May 8. Description of the program is as follows, as recommended by the Superintendent. RCV: Morris, Noll, Schlawfer, Smith and Graf, all voting yes, motion carried.

*Peer Leadership is a full-year training course AND extra-curricular program for students interested in serving as peer leaders during their senior year. Participants will study models designed to promote positive influence on the behavior, ideas, attitudes, and decisions of students in our school community. The course is taught by trained faculty, with significant portions of the class dedicated to actual group experience. Acceptance into the course is dependent on the selection process by a faculty committee. The criteria are: academics; leadership qualities or potential for leadership; dynamism; respect of teachers and peers; disciplinary record; demonstrated willingness to work with all members of the school community regardless of gender, sexual orientation, race, ethnicity, socio-economic class, clique, or cultural sub-group; evidence of high moral character. To be considered for acceptance to the program, students must register for the class with their guidance counselors. Under normal circumstances, students will be*

*notified about their acceptance or rejection to the program no later than the last day of school. All students selected for this program will be required to attend mandatory summer training at the high school.*

**2018-2019 Peer Leaders:** Megan Beckler, Paola Benavides, Jaimie Calavano, Morgan DeMayo, Maddie Hamas, Zach Hamilton, Dylan Hourihan, Nicolette Hourihan, Lianna Johnson, Amanda Kilyk, Braedon Laffan, Davin McLaughlin, Alyssa Mendoza-Siersma, Anthony Rosillo, Jessica Smith, Mary Sudlack and Emily Watts.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the following substitute school nursing services, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

<b>Company</b>	<b>Rate</b>
Bayada Home Care	\$60.00/hr.
Home Care Therapies, LLC dba Horizon Healthcare Staffing	\$53.00/hr.

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the following additional epi-pen delegate for the 2018-2019 school year: RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

- Susan Peterson – Brass Castle School

Motion by Lauren Schlaffer, seconded by Cheryl Noll, for the following staff to receive Glucagon Delegate Training, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Cheryl Campbell	Nancy Krukowski
Laura Dahmer	Shannon McEvoy
Christine Drevitch	Keith Neuhs
Jessica Garcia	Renee Seiz
	Deborah Tierney

Motion by Cheryl Noll, seconded by Anita Smith, to approve an extension for home instruction from 9/24/18 to 10/12/18 (originally 9/24/18 to 10/5/18), for student ID 14054232, instructor to be Heidi Kaiven, not to exceed 10 hours per week, at the rate of \$30.00/hr., as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to accept, with regret, the resignation of Jane Iuvone, paraprofessional, effective November 16, 2018, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Cheryl Noll, to approve Sean Graham, a student at Centenary University, to observe 6 hours at Brass Castle School, with Thomas Graham, Laura Hawk and Stacie Paruta, 6<sup>th</sup> grade, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the following field trips for the 2018-2019 school year, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

(All students will be transported in school buses unless their destination is New York City, Philadelphia or beyond 50 miles or otherwise noted. Parents/guardians are responsible for all fees and transportation costs).

Grade	Date	Destination
1	4/9/2019	Crayola Factory, Easton, PA
2	4/16/2019	Liberty Science Center, Jersey City, NJ
3	5/31/2019	Echo Hill Park, Flemington, NJ
4	4/10/2019	Junior Achievement Education Center – Biz Town
5	3/14/2019	Museum of the American Revolution, Philadelphia PA

#### **E. PRINCIPAL’S REPORTS**

#### **F. TECHNOLOGY REPORT**

#### **G. CORRESPONDENCE**

- Letter from Interim Executive County Superintendent-Morris Office
- Letter from Jane Iuvone

#### **H. COMMITTEE REPORTS**

##### **Education:**

##### **Facilities:**

NOTE: Bus evacuation drills were held at Brass Castle and Port Colden Schools on October 3, 2018.

##### **Finance & Policy:**

Motion by, Kimberley Morris, seconded by Lauren Schlaffer, to accept the PTA donation, in the amount of \$1,000 towards a 3D Printer for Brass Castle and Port Colden Schools, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Cheryl Noll, to accept the PTA donation, in the amount of \$500.00 (per trip), for 2018-2019, field trips for grades PreK-6, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Cheryl Noll, seconded by Anita Smith, to approve 6<sup>th</sup> grade and/or inactive families with cafeteria account balances \$5.00 or less be transferred into the Student Activity for Family Assistance Program. Balances greater than \$5.00 will be automatically refunded and mailed to the last known home address, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to second reading and adoption of the following policy from Policy Alert 216, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

- 8561 – Procurement Procedures for School Nutrition Programs

##### **Personnel:**

**I. PUBLIC QUESTIONS AND DISCUSSION** - old and/or new business

(The public may speak for three (3) minutes unless they have requested to be on the agenda.)

**J. EXECUTIVE SESSION** - if required as indicated in items a, b, g & I, below.

Motion by Lauren Schlaffer, seconded by Kimberley Morris, the Board of Education of the Washington Township School District in the County of Warren will adjourn into a closed meeting to discuss the item (s) which falls within an exception of our open meetings policy and permits the Board to have a private discussion, since it deals with specific exceptions contained in N.J.S.A. 10:4-12 b.

- a. Matters rendered confidential by Federal Law, State Law, or Court Rule
- b. Individual privacy
- c. Collective bargaining agreements
- d. Purchase or lease of real property if public interest could be adversely affected
- e. Investment of public funds if public interest could be adversely affected
- f. Tactics or techniques utilized in protecting public safety and property
- g. Pending or anticipated litigation
- h. Attorney-client privilege
- i. Personnel – employment matters affecting a specific prospective or current employee

Be it resolved that the Board will now go into private session to discuss matters rendered confidential due to the nature of Matters rendered confidential by Federal Law, State Law or Court Rule, Individual privacy, pending or anticipated litigation and Attorney-client privilege. Any discussion held by the Board, which need not remain confidential, will be made public as soon as practical. Minutes of the private session will not be disclosed until the need for confidentiality no longer exists. All appropriate persons, who may be discussed in private session, have been adequately notified. Anticipated action on HIB incident.

MV: unanimous, motion carried

Time: 8:03 p.m.

Motion by Anita Smith, seconded by Cheryl Noll, to return to open session.

MV: unanimous, motion carried

Time: 8:16 p.m.

Motion by Anita Smith, seconded by Cheryl Noll, to accept confirmed HIB incident # 091118, as recommended by the Superintendent. RCV: Morris, Noll, Schlaffer, Smith and Graf, all voting yes, motion carried.

**K. ADJOURNMENT**

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to adjourn.

MV: unanimous, motion carried

Time: 8:17 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary