

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

BOARD RE-ORGANIZATION AND REGULAR MEETING

Thursday, January 3, 2019

7:30 p.m.

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Minutes of January 3, 2019

Motion by Karen Graf, seconded by Lauren Schlaffer, to appoint Jean Flynn, Board Secretary, as temporary chair to conduct election, as recommended by the Superintendent. MV: All voting yes, motion carried.

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.

Call to order by Board Secretary

Time: 7:32 p.m.

1A. Results of the Election held on November 6, 2018 were as follows:

Joseph Armstead (3 year-term) – 1182\*  
Lauren Schlaffer (3 year-term) – 1373  
Anita Smith (3 year-term) – 1398  
Write-ins - 56

\*Joseph Armstead resigned 3-year term. Board accepted resignation at the November 12, 2018 Board of Education meeting.

Board held interviews at the December 10, 2018 Board of Education meeting and selected Edward S. Kemp, Jr. for the 2-year term and Jennifer Knittel for the 3-year term.

Administering the Oath of Office to the newly elected Board Members. (Newly elected Board Members sign the Oath of Office).

3 - Year Term

Lauren Schlaffer and Anita Smith

3 - Year Term

Jennifer Knittel

2 - Year Term

Edward S. Kemp, Jr.

Members in attendance: Karen Graf, Edward Kemp, Jennifer Knittel, Lauren Schlaffer and Anita Smith

Member absent: Casey Grimm and Kimberley Morris

Flag Salute

**B. RE-ORGANIZATION MOTIONS**

Board Secretary requests nominations for President.

Anita Smith nominated Karen Graf for President. Are there any other nominations? (Following the close of nominations.) RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

### **C. NEWLY ELECTED PRESIDENT ASSUMES CHAIR**

3. President requests nominations for Vice-President.

Lauren Schlaffer nominated Anita Smith for Vice-President. Are there any other nominations? (Following the close of nominations.) RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

### **D. CODE OF ETHICS FOR SCHOOL BOARD MEMBERS: Review**

Board will review New Jersey School Board Member Code of Ethics (board members sign acknowledgement of receipt of File Code 9271).

4. Motion by Anita Smith, seconded by Lauren Schlaffer, to adopt the following 2019-2020 calendar of board meetings for the Washington Township Board of Education: RCV:

#### **REGULAR MEETINGS FOR 2019-2020**

January	3	(Thursday) Board Reorganization & Regular-Public Hearing on EVVRS/HIB Reports
February	11	
March	11	
April	29	Public Hearing on Budget
May	13	2019-2020 Annual School Appointment and Adoptions
June	10	
July	8	Public Hearing on EVVRS/HIB Reports
August	26	
September	9	
October	14	Public Hearing of Nurses Service Plan
November	11	Public Hearing on Audit
December	9	
January	6	(Monday) - Board Re-organization & Regular - Public Hearing on EVVRS/HIB Reports

Board President appointed Anita Smith and Jennifer Knittel, alternate, as Delegate to the New Jersey School Boards Association.

Board President appointed Jennifer Knittel and Lauren Schlaffer, alternate, to the Warren County School Boards Association.

Board President appointed Anita Smith, as Legislative delegate.

5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the minutes of December 10, 2018 as presented.  
MV: TABLED

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the executive session minutes of December 10, 2018

as presented. MV: TABLED

7. Motion by Lauren Schlaffer, seconded by Anita Smith, to approve the continuation of Nathanya G. Simon, as Board Counsel, with her firm of Scarinci Hollenbeck, per the same terms and rate of current retainer, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Nicholas Rizzo	2019 NJMEA Conference	\$275.00	2/22/19	88	0	0	0	0

#### E. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items) - NONE

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

#### F. PUBLIC HEARING

##### a. School Safety Report

As per Public Law 6A:16-5.3, each school district shall report incidents of violence, vandalism, weapons, substance abuse and HIB two times per year. Those incidents shall also be reported between September 1, 2018 to December 31, 2018, to the NJ Department of Education via the department's Student Safety Data System.

0 - Violence, vandalism, substance abuse or weapons reports

1 - Confirmed HIB

1 – HIB Investigation

*As reported to the Department of Education, there was no incidents of violence, vandalism, weapons, substance abuse, during the 2018-2019 school year for the period ending December 31, 2018.*

There was one confirmed HIB during the 2018-19 school year for the period ending December 31, 2018.

9. Motion by Lauren Schlaffer, seconded by Anita Smith, to accept the Bi-Annual Student Safety Data Report, dated December 31, 2018, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

#### H. SUPERINTENDENT'S REPORT

10. Motion by Lauren Schlaffer, seconded by Anita Smith, to approve Rozina L. Testa Smith, as part-time Transportation Clerk, for the 2018-2019 school year, upon completion of employment requirements, salary to be \$14.00 hourly rate, effective on or about January 7, 2019, not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

11. Motion by Anita Smith, seconded by Lauren Schlaffer, to approve home instruction for student ID #13423530, effective immediately, end date TBD, not to exceed 10 hours per week, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

12. Motion by Lauren Schlaffer, seconded by Anita Smith, to approve the following staff for home instruction for student #13423530 effective immediately, end date TBD, not exceed 10 hours per week, at the rate of \$30.00 per hour, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

- Heidi Kaiven

13. Motion by Jennifer Knittel, seconded by Anita Smith, to approve home instruction for student ID #11983, effective 1/2/19 to 6/14/19, instructor TBD, not to exceed 10 hours per week (schedule to be determined by principal), as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

14. Motion by Anita Smith, seconded by Jennifer Knittel, to approve the following Like Zumba Club Advisor, for the 2018-2019 school year, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

- Cheryl Campbell (replacing Shannon McEvoy)

15. Motion by Lauren Schlaffer, seconded by Anita Smith, to approve Susan Maurer, as a formal mentor for Cheyenne Romanowski, Long Term Teacher Substitute, effective on or about December 18, 2018, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Anita Smith, seconded by Lauren Schlaffer, to accept, with regret, the resignation of Samantha Ortiz, Paraprofessional, effective January 11, 2019, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Jennifer Knittel, to increase the per diem substitute rate for School Nurse from \$100 to \$175 per diem (no increase for consecutive days), effective January 7, 2019, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

## **I. PRINCIPAL'S REPORTS**

## **J. TECHNOLOGY/CURRICULUM REPORT**

## **K. CORRESPONDENCE**

- Letter from Samantha Ortiz

## **L. COMMITTEE REPORTS**

**Education:** NONE

**Facilities:** NONE

**Finance & Policy Committee:** NONE

**Personnel:** NONE

**M. PUBLIC QUESTIONS AND DISCUSSION** - old and/or new business - NONE

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

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

16. Motion by Anita Smith, seconded by Lauren Schlaffer, 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 matters rendered confidential by Federal Law, State Law, or court rule and 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.

MV: unanimous, motion carried                      Time: 8:04 p.m.

17. Motion by Anita Smith, seconded by Lauren Schlaffer, to return to open session.

MV: unanimous, motion carried                      Time: 8:15 p.m.

**O. ADJOURNMENT**

18. Motion by Lauren Schlaffer, seconded by Anita Smith, to adjourn.

MV: unanimous, motion carried                      Time: 8:15 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary