

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, February 11, 2019

7:30 p.m.

Minutes of February 11, 2019

Call to order by President.

Time: 7:30 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 11, 2019, to The Star Gazette and to the Clerk of Washington Township.

Members in attendance: Casey Grimm, Edward S. Kemp, Jr., Jennifer Knittel, Kimberley Morris, Anita Smith-Vice President, Karen Graf-President.

Members absent: Lauren Schlaffer

Flag Salute

Motion by Casey Grimm, seconded by Anita Smith, to approve the minutes of December 10, 2018, as presented. MV: all voting yes, Kemp, Knittel and Morris abstained, motion carried.

Motion by Anita Smith, seconded by Casey Grimm, to approve the executive session minutes of December 10, 2018, as presented. MV: all voting yes, Kemp, Knittel and Morris abstained, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the minutes of January 3, 2019, as presented. MV: all voting yes, Grimm and Morris abstained, motion carried.

Motion by Anita Smith, seconded by Jennifer Knittel, to approve the executive minutes of January 3, 2019, as presented. MV: all voting yes, Grimm and Morris abstained, motion carried.

B. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items) - NONE

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

C. SECRETARY'S REPORT

Motion by Anita Smith, seconded by Casey Grimm, to accept the Comprehensive Annual Financial Report and Report of Administrative Findings Financial Compliance and Performance (CAFR), for fiscal year ending June 30, 2018, (presented at the December 10, 2018 board meeting) and note that there were no audit recommendations. RCV: Grimm, Knittel, Morris, Smith and Graf, all voting yes, Kemp and Knittel abstained, motion carried.

Motion by Anita Smith seconded by Kimberley Morris, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending December 31, 2018, as presented. MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Casey Grimm, to approve the Board Secretary and Cash Reports for the month ending December 31, 2018, as presented. RCV: Grimm, Kemp, Knittel, Morris, 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 overexpended 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.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the line item transfers, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Kimberley Morris, to approve the Bills List for January 2019 and February 2019. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

D. SUPERINTENDENT'S REPORT

Motion by Anita Smith, seconded by Kimberley Morris, to amend the resignation effective date for Samantha Ortiz, Paraprofessional, from January 11, 2019 to January 7, 2019 (appropriate notice was not provided), as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Kimberley Morris, to approve maternity leave for Sarah Bettenhausen, effective on or about April 2, 2019, utilizing sick days (as per the WTEA contract), the Federal Family and Medical Leave Act (FMLA) and the New Jersey Family and Medical Leave (NJFLA), and return to work on or about August 28, 2019, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Casey Grimm, to approve the following substitute for the 2018-2019 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

- Teacher/Aide: Gina Brennan

Motion by Anita Smith, seconded by Casey Grimm, to approve the Extended School Year Program, to operate at Brass Castle School from June 26 – July 26, 2019 (closed July 3, 4, 5), as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Anita Smith, to approve the Washington Township Summer Recreation program, to operate at Brass Castle School from July 8 – July 26, 2019, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Anita Smith, to approve the following Resolution/Waiver of Requirements, Special Education Medicaid Initiative (SEMI) Program, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2019-2020 school year, and;

Whereas, the Washington Township Board of Education currently has 18 Medicaid-Eligible projected students for the 2019-2010 school year, the Board desires to request a SEMI waiver based on the 40 or fewer Medicaid-Eligible classified students;

Now Therefore Be It Resolved, that the Washington Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent Schools in the County of Warren an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2019-2020 school year.

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Jennifer Knittel	NJ School Boards Leadership Training	\$49.00	2/9/19	104	0	0	0	0
Jennifer Knittel	NJ Schools Board Schools Boards Finance Training	\$99.00	2/21/19	84	0	0	0	0
Peggy Edmiston	School Transportation Supervisors (STS) Annual Conference	\$350.00	3/28 & 3/29/19	292	0	\$10.00	\$86.00	0

Motion by Jennifer Knittel, seconded by Anita Smith, to approve the application for the Child Assault Prevention (CAP) Grant, for the 2019-2020 school year, in the amount of \$948.00 (with an anticipated WTSD share of program of \$334.80), as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve student #12980084, for home instruction, effective January 23-26, 2019, not to exceed 10 hours per week, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the following staff for home instruction for student #12980084, effective January 23-26, 2019, not to exceed 10 hours per week, at the rate of \$30.00 per hour, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

- Anissa Mikitiuk

Motion by Casey Grimm, seconded by Kimberley Morris, to approve the club advisor revisions for the 2018-2019 school year, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Club	Advisors	Grade	Sessions	Rate
Boys Running Club (spring)	McEvoy/Rizzo	5 & 6	20 (shared)	\$27/hr. (shared)

Motion by Anita Smith, seconded by Casey Grimm, to approve the 2018-19 tuition contract for student #11780 between the Washington Township Board of Education and the Jackson Township Board of Education, in the amount of \$13,532 (pro-rated), effective June 15, 2018 to June 30, 2019, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Casey Grimm, , to approve the 2018-19 New Jersey Commission for the Blind and Visually Impaired contract, for student ID #14204877, in the amount of \$1,311, effective December 4, 2018, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Kimberley Morris, to approve he annual update of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2018-2019 school year, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Edward Kemp, to approve the purchase of Savin copiers, listed below, from Atlantic Tomorrow's Office, (state contract #G40467), as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Amount	COPIER	Net Cost
2	SAVIN PRO 8200S	\$27,360 (\$13,680 each)
1	SAVIN MP 4055	\$4,697

F. TECHNOLOGY REPORT- Presentation by Jessica Garcia

G. CORRESPONDENCE

- . Letter from Sarah Bettenhausen

H. COMMITTEE REPORTS

Education: None

Facilities: None

Motion by Casey Grimm, seconded by Anita Smith, to renew the Interlocal Service Agreement between the Township of Washington and the Washington Township Board of Education for the Township to provide lawn mowing service to the Board of Education from January 1, 2019 through December 31, 2019, in the amount of \$3,500 per year, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Finance & Policy Committee: None

Personnel: None

I. PUBLIC QUESTIONS AND DISCUSSION - old and/or new business - None
(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, h, below.

Motion by Anita Smith, 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. Anticipated HIB incident.

- 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 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 incidents.

MV: unanimous, motion carried Time: 8.22 p.m.

Motion by Anita Smith, seconded by Jennifer Knittel, to return to open session.

MV: unanimous motion carried Time: 8:42 p.m.

Motion by Anita Smith, seconded by Kimberley Morris, to accept HIB incident BC010422019, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Anita Smith, to accept HIB incident PC010719-A, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Anita Smith, to accept HIB incident PC010719-B, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

K. ADJOURNMENT

Motion by Casey Grimm, seconded by Anita Smith, to adjourn.

MV: unanimous, motion carried

Time: 8:45 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary