

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**Monday, December 9, 2019**

**7:30 P.M.**

**A. AGENDA**

1. Call to order by President.

Time: \_\_\_\_\_

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance 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, the Star Gazette and the Clerk of Washington Township.

Flag Salute

Roll Call:

Karen Graf - President  
Anita Smith - Vice President  
Casey Grimm  
Edward Kemp  
Jennifer Knittel  
Kimberley Morris  
Lauren Schlaffer

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Present							

**B. PRESENTATION:**

- Audit presentation by Anthony Ardito, Auditor – Ardito & Company, LLP

2. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the Comprehensive Annual Financial Report (CAFR) and Report of Administrative Findings; Financial, Compliance and Performance, for the fiscal year ending June 30, 2019 and note that there were no audit recommendations. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

3. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the minutes of November 18, 2019, as presented. MV:

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the executive minutes of November 18, 2019, as presented. MV:

**C. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items)**

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

**D. SECRETARY'S REPORT**

5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports, as presented. MV:

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the line item transfers, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Bills List for December 2019. MV:

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Board Secretary's and Cash Reports for the month ending November 30, 2019, as presented. RCV:

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.

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

**E. SUPERINTENDENT'S REPORT**

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the resignation, with regret, of Angelina Briganti (Paraprofessional), effective December 6, 2019, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Christina Richardson, as a Long-Term Substitute Teacher, for maternity leave replacement, Step 1 BA, salary to be \$50,120 (pro-rated), for the 2019-2020 school year, pending satisfactory completion of hiring requirements, effective on our about December 16, 2019, through last day of school, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

11. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Emily Buzzard, as a part-time Childcare Worker, for the 2019-2020 school year, pending satisfactory completion of hiring requirements, effective on or about December 9, 2019, at an hourly rate of \$12.00, not to exceed 30/hrs. per week, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

12. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following substitute for the 2019-2020 school year, at an hourly rate of \$12.00, pending satisfactory of completion of hiring requirements, as recommended by the Superintendent. RCV:

- Christina Galindo - Custodian

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

13. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve maternity leave for Courtney Ward (Paraprofessional), effective on or about December 20, 2019, and returning September 2020, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

14. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a medical leave of absence for Maryann Argus, (Childcare Worker), effective November 18, 2019, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

15. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the 2019-2020 shared services agreement between Washington Township Board of Education and Oxford Township board of Education for the Cluster Curriculum Writing, at an annual fee of \$1,300, a recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

## F. PRINCIPAL'S REPORT

## G. TECHNOLOGY REPORT

**H. CORRESPONDENCE:**

- Letter from Jersey Central Power & Light

**I. COMMITTEE REPORTS****Education:****Facilities:****Finance & Policy Committee:**

16. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the 2<sup>nd</sup> reading and adoption of the following policies and regulations, Policy Alert 218, as recommended by the Superintendent. RCV:

- P & R 1642 Earned Sick Leave Law (M) (New)
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (M) (Revised)
- P & R 3218 Use, Possession, or Distribution of Substances (M) (Revised)
- P & R 4218 Use, Possession, or Distribution of Substances (M) (Revised)
- P 4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
- P 5517 School District Issued Student Identification Cards (Revised)
- P & R 6112 Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- P & R 7440 School District Security (M) (Revised)
- P 8600 Student Transportation (M) (Revised)
- R 8600 Student Transportation (Revised)
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)
- P 8670 Transportation of Special Needs Students (M) (Revised)
- P 9210 Parent Organizations (Revised)
- P 9400 Media Relations (Revised)

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

17. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the submission of the 2019 IDEA Amendment 1 (Amendment 1 is to carry-over 2018-2019 unused funds – these Non-Public unspent funds total \$8,887 \$4,075 being carryover to Public and \$4,812 to Non- Public), as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

18. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Cooperative Pricing System Agreement, NJEdge.Net. Inc, Edge Market Cooperative Pricing System, (attachment #11) effective November 1, 2019 through October 31, 2020, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

19. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a resolution (attachment #11), authorizing the Washington Township Board of Education to enter into a Cooperative Pricing Agreement, effective November 1, 2019 through October 31, 2020, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

20. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the School Safety and Security Plan Annual Review Statement of Assurance, for the 2019-2020 school year, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

21. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Heath and Safety Evaluation of School Buildings Checklist, Statement of Assurance, for the 2019-2020 school year, as recommended by the Superintendent. RCV:

	Casey Grimm	Edward Kemp	Jennifer Knittel	Kimberley Morris	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

#### Personnel:

**J. PUBLIC QUESTIONS AND DISCUSSION** - old and/or new business (The public may speak for three (3) minutes on non-agenda items, unless they have requested to be on the agenda.)

**K. EXECUTIVE SESSION** - if required as indicated in items below.

22. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ 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. 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:                      Time: \_\_\_\_\_

23. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to return to open session.

MV:                      Time: \_\_\_\_\_

#### **L. ADJOURNMENT**

24. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn.

MV:                      Time: \_\_\_\_\_