

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

Monday, March 9, 2020

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 17, 2020, to the Star Gazette and to the Clerk of Washington Township.

2. Roll Call:

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

3. Flag Salute

**B. PRESENTATION:**

**TEACHER OF THE YEAR**

- ❖ Dawn Nisivoccia
- ❖ Colleen Starke

**EDUCATIONAL SERVICES PROFESSIONAL OF THE YEAR**

- ❖ Barbara Pierson
- ❖ Renee Seiz

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the minutes of February 10, 2020, as presented. MV:

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

The public may speak for three (3) minutes 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 for the month ending January 31, 2020, as presented. MV:

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve 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 March 2020. RCV:

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

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Board Secretary and Cash Reports for the month ending January 31, 2020, 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**

Presentation of the 2020-2021 Proposed Budget:

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept, with regret, the resignation for retirement of Carol Kopie, Paraprofessional, effective June 30, 2020, as recommended by the Superintendent. RCV:

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

10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following substitute for the 2019-2020 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV:

- Alexandra Pierson-Teacher/Paraprofessional

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

11. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Kelly Carney, as a formal mentor for Christina Richardson, Long Term Teacher Substitute, effective on or about March 13, 2020, 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 out-of-district In-Service Experiences, as recommended by the Superintendent. RCV:

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging
Kelly Carney	Literacy Conference Centenary University	45.00	3/18/2020	22	0	0	0
Amie DeFeo	Literacy Conference Centenary University	45.00	3/18/2020	22	0	0	0
Jean Flynn	NJASBO Annual Conference 2020	\$275.00	6/3-6/5/2020	292	\$10.00	\$10.00	\$220.00

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

13. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Home Instruction for student ID# 13426181, provided by Bonnie Adamski, not to exceed 10 hours per week, at a rate of \$50.00/hr. effective March 2, 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 Saint Clare's Hospital, Boonton, NJ to provide educational services for student ID #12854533, up to 7 days, 1/hr. per day, at the rate of \$55.00/hr., 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 Alexandra Mecca, a student at Centenary University, to observe 10 hours of science classes, at Brass Castle School (spring of 2020) with Mrs. Penner, for a Foundations of Education in Teaching Science Class, as recommended by the Superintendent. RCV:

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

16. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that the Washington Township Board of Education hereby establishes the school district travel maximum, pursuant to N.J.A.C. 6A:23A-7.3 for the 2020-2021 school year at the sum of \$45,000 and the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded, as recommended by the Superintendent. RCV:

	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 application for the Child Assault Prevention (CAP) Grant, for the 2020-2021 school year, in the amount of \$948.00 (with an anticipated WTSD share of program of \$284.40), 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 2020-2021 Washington Township school district calendar, as 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 Carol Kopic
- Letter from Rosalie S. Lamonte, Ph.D., Interim Executive County Superintendent

#### I. COMMITTEE REPORTS

##### Education:

##### Facilities:

19. Motion \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the submission of the 2020 Amendment to the Long Range Facility Plan to the New Jersey Department of Education Office of School Facilities for review and approval, as recommended by the Superintendent. RCV:

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

##### Finance & Policy:

20. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the proposed 2020-2021 school district budget to be submitted to the Executive County Superintendent of Schools for required review and approval. RCV:

The base budget includes the use of \$20,000 of Bank Cap due to loss of State Aid and \$162,975 of capital reserve funds for a partial HVAC renovation at Brass Castle School. The budget also includes a withdrawal of \$146,000 of maintenance reserve funds for asbestos removal and flooring replacement at Brass Castle School [per N.J.A.C 6A:23A-14.2(d)].

General Fund \$8,869,580  
 Special Revenue Fund \$ 206,000  
 Total Base Budget \$9,075,580

General Fund Tax Levy \$6,489,777

	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 unless they have requested to be on the agenda.)

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

21. 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: \_\_\_\_\_

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

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

**L. ADJOURNMENT**

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

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