

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, November 9, 2020

7:30 p.m.

Minutes of November 9, 2020

Call to order by Superintendent

Time: 7:31 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 17, 2020, to The Star Gazette and to the Clerk of Washington Township.

Flag Salute

Members in attendance: Edward Kemp, Jr.-Vice President, Jennifer Knittel, Kimberley Morris, Anita Smith and Karen Graf, President. In addition, Keith Neuhs, Jean Flynn, Business Administrator, Jessica Garcia and Michael Neu, Principals.

Members absent: Casey Grimm and Lauren Schlaffer

Motion by Anita Smith, seconded by Edward Kemp, to approve the minutes of October 5, 2020, as presented. MV: all voting yes, motion carried.

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the executive session minutes of October 5, 2020, as presented. MV: all voting yes, motion carried.

B. PUBLIC HEARING:

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

Motion by Jennifer Knittel, seconded by Karen Graf, to accept the Comprehensive Annual Financial Report (CAFR) and report of Administrative Findings: Financial, Compliance and Performance, for the fiscal year ending June 30, 2020 and note that there were no audit recommendations. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

C. PRESENTATIONS:

- Walter Matuch - Solar Advocate – Lou Ianniello – EZENERGY
- Deb Tierney – School Climate Committee Self-Assessment

Motion by Anita Smith, seconded by Edward Kemp, to approve school climate self-assessment and submission, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to accept the Student Safety Data System Report, January 1 – June 30, 2020, as presented. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

School	HIB Investigations	Confirmed HIB
Port Colden	0	0
Brass Castle	1	0

D. PUBLIC QUESTIONS & DISCUSSIONS: (Agenda Items) - None

E. SECRETARY'S REPORT:

Motion by Karen Graf, seconded by Jennifer Knittel, , to approve the Student Activity, Petty Cash and Cafeteria account reports for the month ending September 30, 2020, as presented. MV: all voting yes, motion carried.

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

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the Bills List for October and November 2020. MV: all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Karen Graf, to approve the Board Secretary's and Cash Reports for the month ending September 30, 2020, as presented. RCV: 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 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.

F. SUPERINTENDENT'S REPORT:

Motion by Anita Smith, seconded by Jennifer Knittel, to approve Christopher J. Dimitriou, Social Studies Teacher, BA Step 2, salary to be \$50,850, upon completion of employment requirements, effective November 10, 2020, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Karen Graf, to approve the following informal mentor, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

- Dawn Nisivoccia – Christopher Dimitriou

Motion by Jennifer Knittel, seconded by Anita Smith, to approve the following substitute for the 2020-2021 school year, pending completion of hiring requirements, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

- Kylie Hibbett – School Nurse

Motion by Anita Smith, seconded by Edward Kemp, to approve a unpaid Federal Medical leave Act leave (FMLA) , for employee #4164, effective November 10, 2020 through November 29, 2020, (return to work on November 30, 2020), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve Jenna Henderson, a student at Fairleigh Dickinson University, for Field Experience IV, with Stacie Paruta, Teacher Brass Castle School, spring 2021, (date and class TBD), as recommended by the Superintendent, RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Edward Kemp, to approve the disbandment of the Certificated Staff Sick Leave Bank, for failure to meet required staff participation for the 2019-2020 and 2020-2021 school years, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Anita Smith, to approve the 2020-2021 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, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Karen Graf, lost connection at 8:40 p.m.

Motion by Anita Smith, seconded by Edward Kemp, to approve the following goals for the 2020-2021 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris and Smith, all voting yes, motion carried.

District Goals:

1. *Safely re-open school to provide high quality instructional program utilizing in-person and remote learning options.*
2. *Ensure student academic growth for all students throughout the school year.*
3. *Continue to support the social emotional well-being of all students. Ensure that remote students are make connections to peers and the school community.*

Board Goals:

1. *Continue to provide staff and students with a safe and respectful learning environment where everyone is encouraged to grow personally and academically.*
2. *Continue to budget efficiently and responsibly to address the current and future needs of the district and the community.*

G. PRINCIPAL'S REPORT:**H. TECHNOLOGY REPORT:****I. CORRESPONDENCE:** None**J. COMMITTEE REPORTS:****Education:** None**Facilities:** None**Note: Bus evacuation drills were held at Brass Castle and Port Colden Schools on October 20, 2020.**

Motion by Edward Kemp, seconded by Anita Smith, to approve the contract with E-Rate Partners, LLC, to provide E-Rate services for Funding Year 2021 (July 1, 2021-June 30, 2022), Category 1 at \$1,000 and Category 2, (if applicable), per fee schedule below, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris and Smith, all voting yes, motion carried.

Fee Schedule

Range of Category 2 Funding Requested	Category 2 Fee
<\$5,000.00	\$600.00
From \$5000.00 to <\$25,000.00	\$1,000.00
From \$25,000.00 to <\$50,000.00	\$1,500.00
From \$50,000 to <\$150,000.00	\$2,000.00
\$150,000.00 and greater	\$2,500.00

Motion by Anita Smith, seconded by Edward Kemp, to approve the M-1 (Annual Maintenance Budget Amount Worksheet), as per N.J.A.C 6A:26A-4.1, to be submitted to the Executive County Superintendent, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris and Smith, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Anita Smith, to approve the submission of the Comprehensive Maintenance Plan (CMP) for 2019-2020, 2020-2021, 2021-2022, as per 6A:26A-3.1 to the Executive County Superintendent, as presented and recommended by the Superintendent. RCV: Kemp, Knittel, Morris and Smith, all voting yes, motion carried.

Finance:

Motion by Anita Smith, seconded by Edward Kemp, to approve the second reading and adoption of the following policies (policy alert 221), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris and Smith, all voting yes, motion carried.

- 1648 Restart and Recovery Plan (revised)
- 1648.03 Restart and Recovery Plan – Full-Time Remote Instruction

Personnel: None

K. 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.) - None

Karen Graf, rejoined meeting 8:59 p.m.

L. EXECUTIVE SESSION - if required as indicated in items a & b.

Motion by Anita Smith, seconded by Jennifer Knittel, 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 by Federal Law, State Law, or Court Rule and Individual Privacy. 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: 9:00 p.m.

Motion by Anita Smith, seconded by Edward Kemp, to return to open session.

MV: unanimous, motion carried Time: 9:08 p.m.

Motion by Edward Kemp, seconded by Anita Smith, to accept HIB incident BC092820, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

M. ADJOURNMENT

Motion by Anita Smith, seconded by Edward Kemp, to adjourn.

MV: unanimous, motion carried

Time: 9:09 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary