

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, December 10, 2018

7:30 P.M.

Minutes of December 10, 2018

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 12, 2018, to The Star Gazette and to the Clerk of Washington Township.

Flag Salute

Members in attendance: Karen Graf, President, Cheryl Noll, Vice-President, Casey Grimm and Anita Smith

Members absent: Kimberley Morris and Lauren Schlaffer

B. PRESENTATION

- Audit presentation by Anthony Ardito, Auditor

C. INTRODUCTION/INTERVIEWS

Candidates for open board seats:

- Edward S. Kemp, Jr.
- Jennifer Knittel

2. Motion by Anita Smith, seconded by Cheryl Noll, to approve the minutes of November 12, 2018, as presented. MV: all voting yes, Grimm and Smith abstained, motion carried.

3. Motion by Cheryl Noll, seconded by Anita Smith, to approve the executive session minutes of November 12, 2018, as presented. MV: all voting yes, Grimm and Smith abstained, motion carried.

D. 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.

E. SECRETARY'S REPORT

4. Motion by Casey Grimm, seconded by Cheryl Noll, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports, as presented. MV: all voting yes, motion carried.

5. Motion by Cheryl Noll, seconded by Anita Smith, to approve the line item transfers, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

6. Motion by Anita Smith, seconded by Cheryl Noll, to approve the Bills List for December 2018. MV: all voting yes, motion carried.

7. Motion by Casey Grimm, seconded by Cheryl Noll, to approve the Board Secretary's and Cash Reports for the month ending November 30, 2018, as presented. RCV: Grimm, Noll, 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.

F. SUPERINTENDENT'S REPORT

8. Motion Anita Smith, seconded by Cheryl Noll, to accept, with regret, the resignation for retirement of Marilyn Whitney, Paraprofessional, effective January 1, 2019, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

9. Motion by Cheryl Noll, seconded by Anita Smith, to approve Cheyenne Romanowski, as a Long-Term Substitute Teacher, (for Rebecca Whalen), Step 1 BA, salary to be \$48,790 (pro-rated), upon completion of employment requirements, effective on or about December 18, 2018 to on or about April 28, 2019, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

10. Motion by Casey Grimm, seconded by Anita Smith, to approve Dawn Andrews, part-time Paraprofessional, Step 1, for the 2018-2019 school year, upon completion of employment requirements, salary to be \$12.70, hourly rate, effective on or about January 2, 2019, not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

11. Motion by Cheryl Noll, seconded by Anita Smith, to approve Danielle Eskow, part-time Paraprofessional, Step 1, for the 2018-2019 school year, upon completion of employment requirements, salary to be \$12.70, hourly rate, effective on or about December 11, 2018, not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

12. Motion by Anita Smith, seconded by Casey Grimm, to approve the termination of Employee #4224, notified on November 12, 2018, in accordance with the 14-day notice provision specified in their employment contract, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

13. Motion by Cheryl Noll, seconded by Anita Smith, to approve Skylar Weiss, a student at Centenary University, to complete a 2 day per week practicum in spring 2018 with Lisa Galoppo, 6th Gr. Math teacher, Brass Castle School, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

14. Motion by Anita Smith, seconded by Casey Grimm, to approve the following field trips for the 2018-2019 school year, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

(The Board of Education will pay the transportation costs of the following trips :)

Date	Grade	Event	Destination
TBD	6	Band/Chorus – Fine Arts Showcase	Warren Hills Regional HS
TBD	6	All Star Band	Phillipsburg HS
TBD	6	Archery Team	Oxford Central School

15. Motion by Casey Grimm, seconded by Cheryl Noll, to approve the 2018-2019 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: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

16. Motion by Anita Smith, seconded by Casey Grimm, to accept a donation of instructional golf equipment, from Hawk Pointe, local chapter for The First Tee National School Program. Total value of the program that includes equipment, curriculum binder and online training is \$3,250, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

17. Motion by Anita Smith, seconded by Casey Grimm, to approve the change order for the Security Camera Project in the amount of \$11,483.62, to furnish labor and materials for 7 additional cameras and upgrade 7 cameras for more enhanced features, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

18. Motion by Casey Grimm, seconded by Cheryl Noll, to approve submission of New Jersey Quality Single Accountability Continuum (QSAC) “Statement of Assurance” (SOA), as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

19. Motion by Cheryl Noll, seconded by Anita Smith, to approve the submission of the New Jersey Quality Single Accountability Continuum (QSAC) “District Performance Review” (DPR), self- assessment document to the State of New Jersey, as recommended by the Superintendent. RCV: Grimm, Noll, 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 hiring requirements, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

- Noreen McGeary, BSN RN CSN – School Nurse

2. Motion by Anita Smith, seconded by Casey Grimm, to approve Deborah Dunlap, part-time Paraprofessional, Step 1, for the 2018-2019 school year, upon completion of employment requirements, salary to be \$12.70, hourly rate, effective on or about January 2, 2019, not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

3. Motion by Casey Grimm, seconded by Cheryl Noll, to approve Karen Wiessler, part-time temporary Transportation Clerk, for the 2018-2019 school year, salary to be \$14.00, hourly rate, effective on or about December 11, 2018, not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

G. PRINCIPAL'S REPORT

H. TECHNOLOGY REPORT

I. CORRESPONDENCE:

- Email from Edward S. Kemp, Jr.
- Email from Jennifer Knittel
- Letter from Marilyn Whitney

J. COMMITTEE REPORTS

Education: None

Facilities: None

20. Motion by Anita Smith, seconded by Casey Grimm, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

Q-6 Gr. – Minskoff Theatre, New York, NY – May 29, 2019

Panorama Tours (55 passenger)	2 buses @ \$1,565	Total = \$3,130
Easton Coach (56 passenger)	2 buses @ \$1,395	Total = \$2,790
Frank Martz Group	Sold Out	

21. Motion by Anita Smith, seconded by Cheryl Noll, to award the contract for Q-6 Gr. Class trip, Minskoff Theatre, New York, NY, as follows, as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

Easton Coach (56 passenger)	2 buses @ \$1,395	Total = \$2,790
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Finance & Policy Committee:

22. Motion by Casey Grimm, seconded by Cheryl Noll, to approve the submission of the 2018 IDEA Amendment 1 (Amendment 1 is to carry-over 2017-2018 unused funds – these unspent funds total \$14,009. \$6,958 being carryover to Public and \$7,051 to Non- Public), as recommended by the Superintendent. RCV: Grimm, Noll, Smith and Graf, all voting yes, motion carried.

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.)

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

23. Motion by Anita Smith, seconded by Cheryl Noll, 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 the nature of 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: 8:23 p.m.

24. Motion by Casey Grimm, seconded by Anita Smith, to return to open session.

MV: unanimous, motion carried Time: 8:32 p.m.

25. Motion by Anita Smith, seconded by Cheryl Noll, to appoint Edward S. Kemp, Jr. as a two-year term, Board Member, at the January 4, 2019, board of education meeting. MV: all voting yes, motion carried.

26. Motion by Anita Smith, seconded by Cheryl Noll, to appoint Jennifer Knittel, as a three-year term, Board Member, at the January 4, 2019, board of education meeting. MV: all voting yes, motion carried.

Anita Smith reported out on delegate assembly meeting.

M. ADJOURNMENT

27. Motion by Cheryl Noll, seconded by Anita Smith, to adjourn.

MV: unanimous, motion carried Time: 8:46 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary