Washington Township Board of Education

District Re-Organization & Regular Meeting

Monday, May 10, 2021	7:30 pm

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 14, 2021, to the Express Times and the Clerk of Washington Township.

2. Roll Call

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Present							

3. Flag Salute

Re-Organization Motions:

- 4. Motion by_____, seconded by _____, to move the following motions for approval as recommended by the Superintendent. (a-hh)
 - a. To adopt the following Mission Statement:

It is the mission of the Washington Township School District that each student will be provided with a stimulating environment and opportunities for learning experiences designed to provide the best possible educational opportunity. It is the expectation of the Washington Township School District that all pupils achieve the New Jersey Student Learning Standards at all grade levels.

- b. To approve the adoption of the 2021-2022 curricula, services, programs, textbooks, novels, series, and all supplemental materials that support these curricula and programs and to re-adopt the curriculum revision cycle.
- c. To adopt the most current edition of Roberts Rules of Order as the official guide of parliamentary procedure governing all actions of this Board, except in those instances where those provisions may conflict with any of the established rules under NJ State Law, administrative code, or Board policy.
- d. To establish the agenda for the 2021-2022 school year as follows:

 Call meeting to order, Presentations, Public Input (agenda items), Minutes, Secretary's/Cash Report,
 Superintendent Report, Principal's Report, Technology Report, Correspondence, Committee Reports
 Facilities, Education, Personnel, Finance and Policy, Public Input (old and/or new business), Executive
 Session (when necessary), Open Session, Adjournment.
- e. To adopt the Washington Township School District Policy and Regulations manuals.

 (That in the event any policy, part of a policy or section of the bylaws is judged to be inconsistent with law or inoperative by a court of competent jurisdiction or is invalidated by a policy or contract duly adopted by this Board, the remaining bylaws, policies, and parts of policies shall remain in full effect.)
- f. To approve the Washington Township School District Job Description Manual.
- g. To approve the following finance appointments/re-appointments for the 2021-2022 school year.

Board Secretary	Jean Flynn
Custodian of Public Records	Jean Flynn

Title 9 Compliance Officer for Contracts	Jean Flynn
Flexible Spending Account Administrator	Jean Flynn
Public Agency Compliance Officer	Jean Flynn
Purchasing Agent	Jean Flynn

h. To approve the following Education and Personnel appointments/re-appointments for the 2021-2022 school year.

504 Case Manager	Deborah Tierney
504 Coordinator Manager	Jessica Garcia
Accountability Officer/IDEA	Jessica Garcia
Accountability Officer/ESSA	Keith Neuhs
Affirmative Action Officer	Keith Neuhs
AHERA Coordinator	Michael Angeloni
Anti-Bullying Coordinator	Deborah Tierney
Anti-Bullying Specialist	Jennifer Borusovic
Attendance Officer	Keith Neuhs
Asbestos Management Officer	Michael Angeloni
Chemical Hygiene Officer	Michael Angeloni
Civil Rights Officer	Keith Neuhs
District Testing Coordinator	Keith Neuhs
Emergent Services	St. Luke's Warren Hills Family Practice
HCS/Right to Know Contact	Michael Angeloni
Health and Safety Designee	Michael Angeloni
Indoor Air Quality Officer	Michael Angeloni
Liaison for Homeless Children	Jessica Garcia
School Safety Coordinator	Keith Neuhs
Substance Awareness Coordinator	Jennifer Borusovic
Title 9 Compliance Office	Keith Neuhs

- i. To appoint Maureen Miller as acting Board Secretary in the absence of the Board Secretary for the 2021-2022 school year.
- j. To approve Maureen Miller, as New Jersey Division of Pensions and Benefits Certifying Officer, and Jean Flynn, as New Jersey Division of Pensions and Benefits Supervisor of the Certifying Officer.
- k. To approve the bid threshold at \$44,000 and quote threshold at \$6,600 as per 18A:18A-3.
- I. That Fulton Bank be used as depository of school funds.
- m. To authorize the President and Vice-President as two officers authorized to sign checks and other corporate obligations of the Board. Board President signature stamp to be used in accordance with Board Policy.
- n. To establish a Petty Cash Fund in the amount of \$250.00 for the 2021-2022 school year and that checks for the Petty Cash Account, reimbursed by the Board, and checks for the school Student Activity, Cafeteria Account, Port Colden School House Fund, Child Care Account, and JUCITF (SUI) Account be signed by the Superintendent and Board Secretary or the Acting Board Secretary in the absence of the Board Secretary. Interest earned on Student Activity Account to be distributed proportionately to individual accounts. Superintendent signature stamp to be used in accordance with Board Policy.
- o. That checks for the regular checking account be signed by the President or alternate and the Board Secretary. Board President signature stamp to be used in accordance with Board Policy.
- p. That checks for the Board President or Vice-President sign the payroll and agency accounts in the absence of the President. Board President's signature stamp to be used in accordance with Board Policy.
- q. That the Board Secretary be authorized to invest school funds at the best interest rates available in any bank approved as a depository for public funds.
- r. To appoint Brown & Brown, Public Risk Advisors of NJ, as the School Insurance Broker.
- s. To appoint Brown & Brown Benefit Advisors, Inc., as the School Health Insurance Broker.
- t. To appoint Ameriflex, as the Flexible Spending Broker of record.
- u. To designate The Express Times (primary) The Star Ledger (secondary), as official newspapers for notices pertaining to Board meetings and legal advertising.

- v. To appoint PlanConnect as our third-party administrator for our 403(b) Plan.
- w. To approve the following 403b Plan Investor Providers for the 2021-2022 school year.

FTJ Fund Source	Security Benefit
Lincoln Investments	The Legend Group
Oppenheimer	

x. To approve the following 403b Plan Financial Advisors for the 2021-2022 school year.

Jeffrey Febbo	Patrick O'Keefe
Stephen Frazer	Jonathan H. Peck

y. To approve the following Disability Insurance Plans.

Prudential Insurance –Teachers, Administrators, Support Staff
The Hartford – Administrators, Support Staff

- z. To authorize the Superintendent to dispose of equipment.
- aa. To authorize the Board Secretary to pay bills prior to Board approval in the event of a board meeting held after the 15th of the month or to secure a discount if paid within a certain time period and to adopt the 25th of the month to be the cutoff date for receiving bills for the payment of the next months' bills.
- bb. To designate the Superintendent to approve budget line-item transfers between Board Meetings to be ratified by the Board at their regular meeting regular meeting as per N.J.S.A.18A:22-8.1.
- cc. To approve procurement of Goods and Services through State Agencies using the State Purchasing Contracts and Cooperative Purchasing Programs, for the 2021-2022 school year.
- dd. To approve the Washington Township Pest Management Plan.
- ee. To approve the Washington Township Board of Education Emergency/Crisis Management Plan.
- ff. To set the substitute rates for the 2021-2022 school year as listed.

POSITION	DAILY RATE
Clerical	\$ 12.00/\$13.00 (1/1/22)
Custodian	\$ 12.00/\$13.00 (1/1/22)
Paraprofessional	\$ 85.00
Nurse	\$175.00
Teacher	\$ 90.00

- gg. To approve and adopt The Uniform Minimum Chart of Accounts for NJ Public Schools issued by the State of NJ Department of Education, Division of Finance.
- hh. To approve the following tuition rates for the 2021-2022 school year.

Pre-School/Kindergarten	\$16,660
Grades 1-5	\$19,999
Grade 6	\$20,777
LLD	\$47,206
MD	\$19,802
Pre-K Disability/part-time	\$25,906

5. Motion by	, seconded by	, to approve the minutes of April 26, 2021, as presented. MV:
6. Motion by MV:	, seconded by	, to approve the executive session minutes of April 26, 2021, as presented.
B. PUBLIC QUESTIO (The public may spea	, ,	unless they have requested to be on the agenda.)

C. SECRETARY'S REPORT:

7. Motion	bv . seco	onded by	, to approve th	e Student Act	tivity. Petty Cas	h and Cafet	eria Accoun [.]	t Reports
		ch 31, 2021, as			.,,,			
ioi the ino	intil ellallig ivial	CII 31, 2021, as	presented. WW.					
8. Motion b	by, secon	ded by,	to approve line-	item transfer	s, as recommen	ded by the S	Superintend	ent. RCV:
	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf	
Yes								
No								
Abstain								
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9. Motion i	by, seco	nded by,	to approve the i	SIIIS LIST FOR IVI	iay 2021. iviv:			
10. Motion	by , sec	conded by	, to approve t	he Board Sec	retary's and Cas	sh Reports f	or the mont	th ending
March 31,		,			,			
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	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf	
Yes								
No								
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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 Cash Reports 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 over expended 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.

D. SUPERINTENDENT'S REPORT

11. Motion by _____, seconded by _____, to approve the following personnel for the 2021 Extended School Year Program, July 5-30, 2021, 8:30-12:30 p.m., as recommended by the Superintendent. RCV:

STAFF MEMBER	POSITION	RATE
Deborah Dunlap	Paraprofessional ABA	\$15.95
Sheridan Mecca	Paraprofessional ABA	\$18.05
Colleen Morea	Paraprofessional ABA 2	\$22.95
Agatha Russo	Paraprofessional	\$13.75
Ann Marie Schulte	Paraprofessional ABA	\$16.10
Courtney Ward	Paraprofessional ABA 2	\$17.95
Lauren Weaver	Paraprofessional ABA	\$15.60

Sue Graham	Teacher /Reading Intervention	\$38.13
Courtney Maurer	SE Teacher	\$38.13
Shannon McEvoy	SE Teacher	\$38.13
Ruth O'Cone	SE Teacher	\$38.13
Susan Peterson	SE Teacher	\$38.13

Joan Reape-Pare	SE Teacher	\$38.13
Toni Smith	SE Teacher	\$38.13

Bonnie Adamski	Home Instruction	\$50.00
Children's Therapy	Physical Therapy	\$100.00
Children's Therapy	Speech Therapy	\$95.00
Katherine Ferrara	ОТ	\$38.13
Dana Roberts	Nurse	\$38.13
Genevieve Williams	ВСВА	\$38.13

Dawn Andrews	Substitute-Paraprofessional	\$14.10
Noreen McGeary	Substitute - Nurse	\$38.13
Brian Schubert	Substitute - Teacher/Paraprofessional	\$38.13
Pamela Slack	Substitute-Teacher/Paraprofessional	\$38.13

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

12. Motion by	, seconded by	to place the follo	wing classifie	d students i	in the Washingto	n Township Exte	nded
School Year Program	n, Brass Castle Schoo	l, July 5-July 30, 2	021, 8:30-12:	30 p.m. as ı	recommended by	the Superinten	dent.
RCV:							

2021 ESY STUDENTS

14536439, 15269503, 15264310

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

13. Motion	by, seconded	by, to approv	e the following subs	titute for the	2020-2021 school	year, pending
satisfactory	completion of emplo	yment requirements	, as recommended by	y the Superinte	endent. RCV:	

• Jessica Hewitt – Teacher/Paraprofessional

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

14. Motion by _____, seconded by _____, to approve the following Independent Therapists, for the 2021-2022 school year, as recommended by the Superintendent. RCV:

Bonnie Adamski	Home ABA Therapist/Teacher	\$ 50.00/hr.
Children's Therapy Services	Physical Therapy	\$100.00/hr.
Children's Therapy Services	Speech Therapy	\$ 95.00/hr.

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es	Edward Kemp	Jennifer Knitte	l Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Grai
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Edward Kemp Jennifer Knittel Kimberley Morris Patrick Rock Lauren Schlaffer Anita Smith Karen Gr Ves No	is recomme	nueu by the st	iperintendent,	RCV.				
Ves	Note: contr	act was bid and	d awarded thro	ugh E-rate proc	esses based on	matrix assessm	ent).	
No Abstain		Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Abstain								
21. Motion by, seconded by, to approve PL2015, (attachment 10) as recommended by the Sup CV: ursuant to PL2015, Chapter 47 the Washington Township Board of Education intends to renew, award, xpire the attached list of contracts previously awarded by the board of education. These contracts are, and full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18A. hapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200. Compliance with new contractere, will be addressed prior to board action.								
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Yes		T = 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	I	1.6.1.1.24.			T	T 0.1
Abstain 2. Motion by, seconded by, to award the following contracts without competitive bidding as services, for the 2021-2022 school year, pursuant to N.J.S.A. 18A:18A-5a(1), as recommended by the Superinted SERVICE	Vos	Edward Kemp	Jennifer Knittei	Kimberiey Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
2. Motion by, seconded by, to award the following contracts without competitive bidding as ervices, for the 2021-2022 school year, pursuant to N.J.S.A. 18A:18A-5a(1), as recommended by the Superinte								
SERVICE AWARDED TO Applied Behavioral Analysis (ABA) Bonnie Adamski Architect Gianforcaro, Architects/Engineers Auditor Anthony Ardito & Co., LLP Board Attorney Scarinci & Hollenbeck Data Warehousing/Assessment Analytics Linklt Historical Grant Writer Eclectic Architecture, LLC Physical Therapy Children's Therapy Services School Physician Dr. Charles Evans III, MD Student Information System Oncourse Systems Edward Kemp Jennifer Knittel Kimberley Morris Patrick Rock Lauren Schlaffer Anita Smith Karen Gr Yes No Abstain To approve a health care staffing agreement between the Washir istrict and Loving Care Agency, Inc. d/b/a Aveanna Healthcare to provide one-on-one nursing services on scir offsite for a school sponsored event, including transportation, at the following rate, as recommer upperintendent. RCV: 1:1 LPN \$50.00/hr. Edward Kemp Jennifer Knittel Kimberley Morris Patrick Rock Lauren Schlaffer Anita Smith Karen Gr								
Architect Auditor Anthony Ardito & Co., LLP Board Attorney Scarinci & Hollenbeck Data Warehousing/Assessment Analytics Historical Grant Writer Physical Therapy School Physician Student Information System Edward Kemp Jennifer Knittel No Abstain 3. Motion by, seconded by, to approve a health care staffing agreement between the Washir istrict and Loving Care Agency, Inc. d/b/a Aveanna Healthcare to provide one-on-one nursing services on scir offsite for a school sponsored event, including transportation, at the following rate, as recommer uperintendent. RCV: Edward Kemp Jennifer Knittel Kimberley Morris Patrick Rock Lauren Schlaffer Anita Smith Karen Gr		Amalia d D		- /ADA)				
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4. Motion b	y, secon	ded by,	to approve a tu	ition contract f	for the 2021-202	22 school ye	ar, with Wa
•				762.60 (210-da	y program), eff	ective July	1, 2021 thr
0, 2022, as	recommended	by the Superir	itendent. KCV:				
	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes	·		,				
No							
Abstain							
					the agreement v		
•	•	-			program for th		
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, as recon	nmended by the	e Superintende	ent. RCV:				
	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
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bstain							
			2021 – Early Disr 2021 – Early Disr		ents ents & Staff – Las	st Day of Sc	hool
	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
⁄es	Lawara Kemp	Jenniner Knitter	Killiberiey Worlds	Fatrick NOCK	Lauren Schlaner	Ailita Sillitii	Kaleli Giai
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TECHNOL	ALS' REPORT: OGY REPORT: PONDENCE:						
	TTEE REPORTS:						
ducation:							
acilities: E	Bus evacuation	n drills were h	eld at Brass Ca	astle and Port	Colden School	s on May 5	, 2021.
inance & F	Policy:						
			 old and/or never es unless they h 		to be on the age	enda.)	
. EXECUTIV	/E SESSION - if	required as ind	licated in items <u>a</u>	a, b, c, & i belo	w.		
County of our open m	Warren will ac	ljourn into a a and permits the	closed meeting	to discuss the	e Washington To e item (s) which ussion, since it o	n falls withi	n an exce _l

- 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

No Abstain 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, Individual Privacy, Collective Bargaining Agreements, and Personnel — employment matters affecting a specific prospective or current employee. 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.

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, seco	onded by	, to return to op	en session.			
MV:	Time:					
seco	anded by	to approve ce	ertified staff fo	r the 2021-2022	school year	r (attachmen
			ertified staff fo	1 1116 2021-2022	scribbi year	i, (attaciiiieii
a by the	Superintendent	. RCV:				
dward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
	onded by nent 12) as reco		•	l appointments ent. RCV:	and hourly	rates for the
r, (attachr	nent 12) as reco	ommended by th	ne Superintendo	ent. RCV:		
•	, seco	, seconded by d by the Superintendent	, seconded by, to approve co d by the Superintendent. RCV:	, seconded by, to approve certified staff fo d by the Superintendent. RCV:	, seconded by, to approve certified staff for the 2021-2022 d by the Superintendent. RCV:	, seconded by, to approve certified staff for the 2021-2022 school yea d by the Superintendent. RCV:

Yes
Abstain