

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, October 17, 2011

7:30 p.m.

COMMITTEE MEETINGS:

7:00 pm – Education Committee: Smith, Christine, Mohan

7:15 pm – Personnel Committee: Graf, Dempski, Smith

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 mailed on May 13, 2011 to The Express Times, and to the Clerk of Washington Township.

2. Flag Salute

3. Roll Call:
- Karen Graf, President
 - Sheila Dempski, Vice President
 - Sally Christine
 - Jason Ford
 - Jayne Howard
 - Jude Mohan
 - Anita Smith

4. Motion by _____, seconded by _____ to approve the minutes of September 12, 2011, as presented. MV:

5. Motion by _____, seconded by _____ to approve the executive session minutes of September 12, 2011, as presented. MV:

B. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items)

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

C. PUBLIC HEARING

a. As per Public Law 6A:16-2.1 each school district shall, in consultation with their school physician, create a District Nursing Services Plan. That plan shall be adopted annually during a public hearing conducted at a regular board of education meeting: Nursing Services Plan

6. Motion by _____, seconded by _____ to approve the Nursing Services Plan for 2011-2012, as recommended by the Superintendent. RCV:

D. PRESENTATIONS:

- a. Introduction of New Teachers:
Deirdre Dugdale, Grade 1; Jamie Hussey, Grade 5; and Deb Tierney, Guidance Counselor
- b. "Week of Respect" Presentation – Deb Tierney, Guidance Counselor
- c. "Safe Schools" Presentation – Deb Tierney, Guidance Counselor
- d. 2010-2011 Testing Report

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E. SECRETARY'S REPORT

7. Motion by _____, seconded by _____ to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending September 30, 2011, as presented. MV:

8. Motion by _____, seconded by _____ to approve the Secretary's Report for September 30, 2011 showing a cash balance of \$2,400,767.82. MV:

9. Motion by _____, seconded by _____ to approve the Treasurer's Report for September 30, 2011, showing a cash balance of \$2,400,767.82, and note that the report is in agreement with the Secretary's Report for September 30, 2011. MV:

10. Motion by _____, seconded by _____ to certify that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11 (a) and no major account or fund has been over expended in violation of N.J.A.C. 6A:23-2.11(b). RCV:

F. SUPERINTENDENT'S REPORT

11. Motion by _____, seconded by _____ to approve the following substitutes for the 2011-2012 school year, as recommended by the Superintendent. RCV:

Teacher: Amy Cousins, Vicki Egerer, and Julia Quelly

Paraprofessional: Lisa Conklin

12. Motion by _____, seconded by _____ to approve the out-of-district staff development workshops, as recommended by the Superintendent. RCV:

13. Motion by _____, seconded by _____ to extend the family leave for Elizabeth Pomeroy from January 3, 2012 through January 23, 2012, as recommended by the Superintendent. RCV:

14. Motion by _____, seconded by _____ to employ Dawn Brattole, as a cafeteria worker, salary to be \$9.50 per hour, hours not to exceed 30 hours per week, starting date to be October 18, 2011, as recommended by the Superintendent. (Replaces Courtney Read.) RCV:

15. Motion by _____, seconded by _____ to employ Maria Rotola, child care worker, salary to be \$12.30 per hour, hours not to exceed 30 hours per week, starting date to be October 18, 2011, (pending criminal history check), as recommended by the Superintendent. (Presently have over 40 students in AM Child Care.) RCV:

16. Motion by _____, seconded by _____ to approve training of the following staff volunteers to be epipen delegates for 8 students, whose parents requested a delegate at Port Colden School and 6 students whose parents requested a delegate at Brass Castle School for the 2011-2012 school year. They will be trained as per NJDOE guidelines and district policy R5330, as recommended by the Superintendent. (*We are grateful to these individuals for extending themselves as volunteers.*) RCV:

Sharon App, Rob Borusovic, Debbie Cambria, Sara Carlstrom, Michele Cooper, John Hornyak, Jamie Hussey, Denise Jordan, Amybeth Kupcha, Raph Margolin, Colleen Mattei, Val Mattes, Sue Maurer, Whitney Nalepa, Ruth O'Cone, Joan Pare, Susan Peterson, Gina Renner, and Kerry Smith.

17. Motion by _____, seconded by _____ to authorize Rutgers Continuing Studies to hold evening classes for their School Transportation Supervisors program at Brass Castle School, as recommended by the Superintendent. RCV:

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18. Motion by _____, seconded by _____ to enter into a shared-services agreement effective July 1, 2011 through June 30, 2012 with Alpha Public School and Washington Borough Public Schools for the purpose of providing the aforementioned school district a written K--8 Curriculum. Cost not to exceed \$1,500, as recommended by the Superintendent. RCV:

19. Motion by _____, seconded by _____ to re-approve the annual update of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2011-2012 school year with the following revisions, as recommended by the Superintendent. (See attachment) RCV:

3.6 – Truancy; Assistance Provided to Attendance Officers (New)

8.4 – “Bias” Crimes and “Bias-Related” Acts (New)

8.6 – Harassment, Intimidation and Bullying (New)

It is understood that the county prosecutor, working in conjunction with the county superintendent, pursuant to NJAC 6A:16-6.2(b)15, shall not less than once each calendar year, organize and conduct a meeting of representatives from the law enforcement and educational communities to discuss the implementation of and compliance with the provisions of this Agreement, pursuant to NJAC 6A-6.2(b)12, throughout the county, to discuss any other matters of mutual concern, and to recommend revisions to this Agreement, insofar as, pursuant to NJAC 6A:16-6.2(b)15ii, the revisions are in addition to and do not conflict with the format and content established by the Attorney General and the Commissioner of Education and that are in addition to and do not conflict with the policies and procedures established pursuant to NJAC 6A:16-6.

It is understood that every chief of police, school building principal and local chief school administrator shall be invited to attend, along with any other persons or representatives of organization who could contribute to or benefit from the proceedings. Following each conference, the county prosecutor shall provide a copy of the revised MOA, or the revised section of the MOA, to all participants.

As an expression of our mutual concern and commitment to students, and to the level of cooperation and understanding described in this Agreement, parties do hereby affirm and agree to abide by the standards, procedures, principles and policies set forth in this document.

20. Motion by _____, seconded by _____ to approve Peer Leaders from Warren Hills Regional High School to volunteer in our district on the following dates: October 26, November 29, December 21, 2011, January 27, February 28, March 27, April 27, May 29 and June 4, 2012 arriving at 1:00pm until 2:10pm.

A description of the program and a list of teachers they will be visiting is as follows, as recommended by the Superintendent. RCV:

Peer Leadership is a full-year training course AND extra-curricular program for students interested in serving as peer leaders during their senior year. Participants will study models designed to promote positive influence on the behavior, ideas, attitudes, and decisions of students in our school community. The course is taught by trained faculty, with significant portions of the class dedicated to actual group experience. Acceptance into the course is dependent on the selection process by a faculty committee. The criteria are: academics; leadership qualities or potential for leadership; dynamism; respect of teachers and peers; disciplinary record; demonstrated willingness to work with all members of the school community regardless of gender, sexual orientation, race, ethnicity, socio-economic class, clique, or cultural sub-group; evidence of high moral character. To be considered for acceptance to the program, students must register for the class with their guidance counselors. Under normal circumstances, students will be notified about their acceptance or rejection to the program no later than the last day of school. All students selected for this program will be required to attend mandatory summer training at the high school from 9:00 AM until 3:00 PM, June 20-21, 2011.

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1st Grade

Cooper- Erica Swinton & Ayssa Zurlo
 Dugdale – Quinn Knudsen & Riva Walker
 Graham- Caitlin Clark & Jen Hylkema
 O’Cone – Natalie Savage & Kayla Sisco

2nd Grade

Harper – Alex Stucy & Sam Winters
 Kupcha- Nico Flora & Alexa Lavallo
 Lisk – Craig Fleming & Francesca Moran
 Rohmann – Lindsay Blackford & Alex Kaczynski

3rd Grade

Bell- Ryan Curto & Hannah Finkelstein
 Melhem- Jimmy Barry & Barbara Burns
 Polhemus – Leandro Iglesias & Joe Melillo
 Trush – Kayla Grater & Dan Wilson

Specials

Maurer- Gab Messina
 Baratta – Frank Grossi
 Borusovic – Landon Chandler & Connor Cruts
 Dahmer/Giuliano – Steph Neinstedt

21. Motion by _____, seconded by _____ to approve the following field trips, dates and times TBA, for the 2011-2012 school year, as recommended by the Superintendent. *(All students will be transported in school buses unless their destination is New York City, Philadelphia or beyond 50 miles. Parents/guardians are responsible for all fees and transportation costs)*

- | | |
|--------------------|---|
| a. PreS&Pre-K | Kids Towne, USA, Hamilton, NJ |
| b. PreS&5-Peterson | Horse Sleigh Farm, Washington, NJ –
No transportation required |
| c. Kindergarten | State Theatre Center for the Arts, Easton, PA |
| d. First Grade | Sandy Hook, Sandy Hook, NJ |
| e. Second Grade | Franklin Institute Science Museum, Philadelphia, PA |
| f. Third Grade | New Jersey State House, Trenton, NJ |
| g. Fourth Grade | Statue of Liberty & Ellis Island, Liberty State Park, NJ |
| h. Fifth Grade | Battleship NJ, Adventure Aquarium, Camden, NJ |
| i. Sixth Grade | Broadway Show, New York City, NY |

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

Grade Level

- a. Music/Art
 - i. Warren Hills High School, Fine Arts Showcase – 6th Grade Music Students
 - ii. Warren Hills High School, 6th Grade Music and Selected 6th Grade Art Students
- b. Grade 6:
 - Stokes Environmental Overnight Trip, Stokes State Forest, Branchburg, NJ
- c. G&T Enrichment Experiences
 - i. Blairstown Evangelical Free Church, Blairstown, NJ - 1st & 2nd -
Marvelous Math Challenges
 - ii. Trinity Methodist Church, Hackettstown, NJ – 4th -
Mindnastics
 - iii. Blairstown Elementary School, Blairstown, NJ - 5/6th – Debate

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- iv. Mansfield Elementary School, Mansfield, NJ – 4th, 5th, & 6th – Phabulous Physics and Magic of Flight
- v. Warren County Community College, Washington, NJ – 6th – WCCC G&T Convocation
- vi. Battle of the Books 5/6th, Great Meadows, NJ
- vii. Battle of the Minds 5/6th, Oxford, NJ
- viii. Blirstown Evangelical Free Church, Blirstown, NJ – 5th & 6th – Spelling Bee Finalist
- ix. Blirstown Evangelical Free Church, Blirstown, NJ – 4th, 5th & 6th – Chess Club participants
- x. Allamuchy School District, Allamuchy, NJ – Robotics – 6th

G. PRINCIPAL'S REPORTS

- 1. Character Ed/Safe School Initiatives.

H. TECHNOLOGY REPORT

I. CORRESPONDENCE

- 1. District Newsletter – Vol. 3, Issue 2;
- 2. Invitation to Senior Program “Childhood Memories”; and
- 3. Letter from Rutgers Continuing Studies.

J. COMMITTEE REPORTS

Finance & Policy Committee:

22. Motion by _____, seconded by _____ to approve the Bills List for October, 2011. MV:

23. Motion by _____, seconded by _____ to approve the line item transfers, as recommended by the Superintendent. RCV:

24. Motion by _____, seconded by _____ to approve the following resolution concerning chapter 78 and flexible spending accounts:

Pursuant to the requirements of NJPL 2011 Chapter 78, the Washington Township Committee/Board of Education hereby resolves to implement a Section 125 Flexible Spending Account (FSA) program effective January 1, 2012, as follows:

Pursuant to their electronic proposal of September 15, 2011, the Board accepts the recommendation of its group insurance broker, Brown & Brown Benefit Advisors, Inc. to designate AmeriFlex, LLC as the Board's FSA administrator.

The Board/Committee appoints Brown & Brown Benefits Advisors, Inc. as its FSA broker-of-record.

All appropriate Board of Education/Township staff are authorized to take such action and affect such documentation as necessary to implement these changes.

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25. Motion by _____, seconded by _____ to approve the first reading of Policy Alert 194, as recommended by the Superintendent. RCV:

Policy Alert #194

0142 Board Member Qualifications, Prohibited Acts, and Code of Ethics (Revised)

MANDATED

Assembly Bill 444 was signed by Governor Christie requiring all current and future Board members to undergo a criminal history check within thirty days of their election or appointment to the Board. The Board may reimburse Board members for the cost of the criminal history check. The Commissioner of Education may disqualify a Board member who has been convicted of a crime or offense.

5512 Harassment, Intimidation and Bullying (Revised)

MANDATED

The New Jersey Department of Education recently released a checklist that will be used by the Executive County Superintendent in reviewing a district's HIB Policy. The eighteen page Compliance Checklist requires a district's HIB policy to include several provisions that were not included in the Minimum Model Policy Language sections of the most recent Model Policy and Guidance released on April 11, 2011. Policy Alert #194 includes those provisions.

26. Motion by _____, seconded by _____ to readopt Board Policy 2415.04 District Wide Parental Involvement Policy. (This policy was approved at the Board's Re-organization Meeting on April 11, 2011 and remains unchanged. The Department of Education requires Board approval of the policy during the Grant's Project Period. The grant Project Period is from September 1, 2011 until August 21, 2012.) RCV:

27. Motion by _____, seconded by _____ hereby resolving not to apply for Title III funds allocated under NCLB Consolidated for FY 2012 in the amount of \$252, as recommended by the Superintendent. RCV:

Personnel Committee:

28. Motion by _____, seconded by _____ to approve the first reading of the following Job Description, as recommended by the Superintendent. RCV:

C-3.6 – Maintenance & Grounds Mechanic

Education Committee:

29. Motion by _____, seconded by _____ to approve the following club for the 2011-2012 school year. Stipend to be in accord with the negotiated contract, as recommended by the Superintendent. RCV:

Club	Advisor	Sessions	Length of Session	Cost
Talent Show	Christine Drevitch	6 sessions	1.5 hours each	\$225.00

Transportation Committee:

30. Motion by _____, seconded by _____ to re-approve the LEA Transportation agreement with Warren Hills Regional School District, terms of agreement July 1, 2011 to June 30, 2012, as attached, as recommended by the Superintendent. RCV:

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Facilities Committee:

31. Motion by _____, seconded by _____ 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:

32. Motion by _____, seconded by _____ approving the submission of the Comprehensive Maintenance Plan (CMP) for 2010-2011, 2011-2012 and 2012-2013 as per 6A:26A-3.1 to the Executive County Superintendent as presented and recommended by the Superintendent. RCV:

33. Motion by _____, seconded by _____ to transfer \$24,000 from Capital Reserve to account 12-000-400-390 for estimated cost for Engineering and Architectural Services for Roof Replacement of Brass Castle 1961 wing and Port Colden front hallway, as recommended by the Superintendent. RCV:

K. 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.)

L. EXECUTIVE SESSION - if required as indicated in item _____ below.

34. 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 due to the nature of: _____. 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: _____

Motion by _____, seconded by _____ to return to open session.

MV: _____ Time: _____

M. ADJOURNMENT

35. Motion by _____, seconded by _____ to adjourn.

MV: _____ Time: _____