

WASHINGTON TOWNSHIP BOARD OF EDUCATION**REGULAR MEETING****Monday, June 18, 2012****7:30 P.M.**

COMMITTEE MEETINGS:**7:00 pm – Finance Committee:** Dempski, Mohan, Smith (Smith to fill in for Howard)**7:15 pm – Facilities Committee:** Ford, Christine, Graf (Graf to fill in for Howard)**A. AGENDA:**

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 April 24, 2012 to The Star Gazette and the Clerk of Washington Township.

Flag Salute

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

1. Motion by _____, seconded by _____ to approve the minutes of May 14, 2012, as presented. MV:

2. Motion by _____, seconded by _____ to approve the executive session minutes of May 14, 2012, as presented. MV:

B. PUBLIC QUESTIONS AND DISCUSSION: (agenda items)

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

C. PRESENTATIONS:

- a. Student Artwork Presentations; and
- b. Curriculum Minute:
 - i. I-Pad Instruction for 21st Century – Kim Sigman

D. SECRETARY'S REPORT:

3. Motion by _____, seconded by _____ to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending May 31, 2012, as presented. MV:

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4. Motion by _____, seconded by _____ to approve the Board Secretary's and Treasurer's Reports for the month ending May 31, 2012, 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.

E. SUPERINTENDENT'S REPORT

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

Teacher: Jennifer Wilson

Paraprofessional: Jennifer Wilson

Custodian: Teresa Krasny

6. Motion by _____, seconded by _____, to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV:

7. Motion by _____, seconded by _____ to accept, with regret, the resignation of Mary Robinson Buck, Speech/Language Specialist, effective May 14, 2012, as recommended by the Superintendent. RCV:

8. Motion by _____, seconded by _____ to employ Loren Price, as an elementary teacher, Step 1 BA, salary to be \$45,790, effective September 1, 2012, as recommended by the Superintendent. RCV:

9. Motion by _____, seconded by _____ to employ Lauren Croasdale, as an elementary teacher, Step 1 BA, salary to be \$45,790, effective September 1, 2012, as recommended by the Superintendent. RCV:

10. Motion by _____, seconded by _____ to employ Diana Carro, as an elementary teacher, Step 1 BA, salary to be \$45,790, effective September 1, 2012, as recommended by the Superintendent. RCV:

11. Motion by _____, seconded by _____ to employ Deanna Loertscher, as an instrumental music teacher, Step 4 MA, salary to be \$51,375, effective September 1, 2012, as recommended by the Superintendent. RCV:

12. Motion by _____, seconded by _____ to employ Ashley Colnett, as a school nurse, Step 1 BA, salary to be \$45,790, effective September 1, 2012, as recommended by the Superintendent. RCV:

13. Motion by _____, seconded by _____ to employ Erech Barron, 4 hours per day, for summer work, salary to be \$10.50 per hour, as recommended by the Superintendent. RCV:

14. Motion by _____, seconded by _____ to increase Deb Tierney from .642 time to .762 time for 2012-2013 at a salary of \$38,275., as recommended by the Superintendent. RCV:

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15. Motion by _____, seconded by _____ to approve the following personnel for the 2012-13 Extended Year Summer Program – June 25, 2012 – August 3, 2012, as recommended by the Superintendent. RCV:

Staff Member	Position	Stipend
Cathy Wyglendowski	Aide	\$14.70 per hour, 4 hours per day, 6 weeks
Lisa Conklin	Sub Aide	\$12.30 per hour

16. Motion by _____, seconded by _____ to place the following classified students in the Washington Township Extended School Year Program (revised list), as recommended by the Superintendent. RCV:

ID#: 10-23, 11-12, 10-21, 10-12, 11-14, 10-05, 10-10, 11-16, 10-02, 08-32, 08-12, 09-45, 09-2, 09-16, 09-37, 11-10, 11-11, 10-18, 10-11, 09-25, 10-27, 10-11, 09-24, 09-47, 10-26, 08-63, 08-10, 10-20, 10-19, 08-14, 09-46, 08-73, 08-42, 10-14, 11-01, 10-03

&
08-82 - WH student.

17. Motion by _____, seconded by _____ to approve summer hours for the following staff to service students who transfer in the district from July 1' 2012 to August 31' 2012, as recommended by the Superintendent. RCV:

Lynn Hardcastle, Social Worker	-	not to exceed 5 days
Elaine Giaimo, LDTC	-	not to exceed 5 days
Alisa Ludwig, Speech	-	not to exceed 5 days
Jenn McKenna, Psychologist	-	not to exceed 5 days

18. Motion by _____, seconded by _____ to rescind motion # 20 on the May 14, 2012, agenda approving certificated staff and salaries for the 2012-2013 school year, as recommended by the Superintendent. RCV:

19. Motion by _____, seconded by _____ to approve certificated staff, administration and support staff and salaries for the 2012-2013 school year, as listed on attached sheets, as recommended by the Superintendent. RCV:

20. Motion by _____, seconded by _____ to approve the following field trips for the 2011-2012 school year, as recommended by the Superintendent.

- Kindergarten AM & PM visit 1st grade at Port Colden – May 29, 2012;
- 3rd grade visit 4th grade at Brass Castle – May 29, 2012; and
- Laura Sullivan 4th grade class to Port Colden – May 24, 2012.

21. Motion by _____, seconded by _____ to approve the submission of the 2012 NCLB Amendment 1 (Amendment 1 is to carry-over 2010-2011 unused funds as they will be spent in 2011-2012 – these funds total \$4,329), as recommended by the Superintendent. RCV:

F. PRINCIPALS' REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE:

- Thank you from Sharon Johnson;
- Thank you from Kay Tillson; and
- Thank you from Kathy Fiore.

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I. COMMITTEE MEETINGS:

Finance & Policy Committee:

Finance Committee:

22. Motion by _____, seconded by _____ to approve the Bills List from June 1, 2012 to June 15, 2012. MV:
23. Motion by _____, seconded by _____ to approve the attached transfers, as recommended by the Superintendent. RCV:
24. Motion by _____, seconded by _____ to authorize the Superintendent to make line item and fund balance transfers thru June 30, 2012, transfers to be approved by the Board at the July 9, 2012 meeting. RCV:
25. Motion by _____, seconded by _____ to authorize the Business Administrator to establish an accounts payable for all 2011-2012 purchase orders which have been received but have not been paid. RCV:
26. Motion by _____, seconded by _____ to authorize the Business Administrator to establish a reserve account for encumbrances for all 2011-2012 purchase orders which have been encumbered but not received by June 30, 2012. RCV:
27. Motion by _____, seconded by _____ to adopt the following resolution to transfer current year surplus to reserves, as recommended by the Superintendent. RCV:

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Washington Township Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve and Maintenance Reserve accounts at year end, and

WHEREAS, the Washington Township Board of Education has determined that funds may be available for such purpose and that a transfer of such available funds are not to exceed \$30,000 into the Capital Reserve Account.

WHEREAS, the Washington Township Board of Education has determined that funds may be available for such purpose and that a transfer of such available funds are not to exceed \$30,000 into the Maintenance Reserve Account.

NOT THEREFORE BE IT RESOLVED by the Washington Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

28. Motion by _____, seconded by _____ to accept the Request For Proposal (RFP) for Food Service Management from the following companies with a projected lunch price of \$2.50, as recommended by the Superintendent. RCV:

	The Nutrition Group	The Nutrition Group	Maschio's Food Services, Inc.
Yearly Management Fee	\$13,000.00	\$ 13,000.00	\$ 8,900.00
Projected Lunches Served	53,742.00	37,011.00	36,673.00
Projected Profit/(Loss)	\$ 6,968.77	\$(22,811.07)	\$ 37.00
Guarantees	Projected Bottom Line	Projected Bottom Line	"No-Cost" Operation

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29. Motion by _____, seconded by _____ to approve Maschio's Food Services, Inc. as our Food Service Management Company for the 2012-2013 School Year, as recommended by the Superintendent. RCV:

30. Motion by _____, seconded by _____ to approve the Business Administrator to prepare a Request for Quote (RFQ) for a Teacher Evaluation Model, as recommended by the Superintendent. RCV:

Policy Committee:

31. Motion by _____, seconded by _____ to approve the first reading of the Language Arts curriculum, as recommended by the Superintendent. RCV:

32. Motion by _____, seconded by _____ to approve the second reading and adoption of Policy Alert 196, as recommended by the Superintendent. RCV:

POLICY ALERT – 196

1631 – Residency Requirement for Person Holding School District Office, Employment, or Position (New)

The "New Jersey First Act" (P.L. 2011, c.70) establishes residency requirements for all persons holding office, employment, or a position in a New Jersey school district. Policy Guide 1631 has been developed to incorporate the provisions of this new law. Although the law does not mandate a policy, it is highly recommended a district consider adopting a policy regarding this law.

2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries (Revised)

Required to have all groups that use our facilities to comply with Policy 2431.4.

3324 – Right of Privacy – Teaching Staff Members (New)

4324 - Right of Privacy – Support Staff Members (New)

Courts have consistently determined there is a reduced expectation of privacy for searches conducted pursuant to an investigation of work-related employee misconduct, by legitimate policies or regulations, or with reasonable suspicion the staff member is violating a law or school policy. Policy Guides 3324 and 4324 have been developed to inform school employees this reduced expectation of privacy *may* result in school property being searched without a search warrant.

5117 – Interdistrict Public School Choice (New)

The legislature established a permanent interdistrict public school choice program in June 2010. The New Jersey Interdistrict Public School Choice Program Act of 2010, N.J.S.A. 18A:36B-14 through 18A:36B-24, provides all school districts the option of being a "choice" district.

5600 – Pupil Discipline/Code of Conduct (Revised)

Policy Alert 195 included new Dating Violence at School Policy and Regulation Guides – 5519 mandated by recent legislation.

7510 – Use of School Facilities (Revised)

Policy Alert 194 included new Policy and Regulation Guides 2431.4 – Prevention and Treatment of Sports-Related Concussions and Head Injuries.

8613 – Waiver of Pupil Transportation (New)

Public Law 2011, Chapter 132 (N.J.S.A. 18A:39-1c) was recently approved. The new statute permits a school district to not provide transportation to and from school for a pupil who lives remote from their school if the parent/guardian provides a signed written statement the pupil waives transportation services for that school year.

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9270 – Home Schooling and Equivalent Education Outside the Schools (Revised)

Policy and Regulation Guides 9270 require revision as a result of New Jersey State Interscholastic Athletic Association's (NJSIAA) recent policy permitting home schooled children to participate in a school district's interscholastic athletic program.

Transportation and Facilities Committee:

Facilities Committee:

33. Motion by _____, seconded by _____ to apply to the Department of Education for approval of the roof project at Brass Castle and Port Colden Schools, sidewalks at Port Colden School and the sump pump construction project at Port Colden School, as recommended by the Superintendent. RCV:

34. Motion by _____, seconded by _____ for approval to submit an application for dual use of educational space for Room #200 at Port Colden for the 2012-2013 school year to the Executive County Superintendent, as recommended by the Superintendent. (Application and explanation attached) RCV:

Transportation Committee:

FYI: Bus evacuation drills were held for the district on May 17, 2012 according to 6A:27-11.2 – Evacuation drills and safety education.

35. Motion by _____, seconded by _____ to renew the contract to provide Coordination of Transportation Services to Warren Hills Regional School District from July 1, 2012 – June 30, 2013 for the sum of \$62,900 per annum, as recommended by the Superintendent. RCV:

36. Motion by _____, seconded by _____ authorizing the Business Administrator/Board Secretary to solicit bids for Special Ed transportation for the 2012-2013 school year, as necessary, as recommended by the Superintendent. RCV:

37. Motion by _____, seconded by _____ to accept the following quotes for Summer 2012-2013 Special Ed transportation, as recommended by the Superintendent. RCV:

<u>Summer Route #Q-ESY12A</u>	
Snyder Bus Service, Inc.	\$104.00 per diem - Route 31.00 per diem - Aide \$135.00 per diem
Increase/Decrease	1.10 per mile
GST	\$144.00 per diem - Route 40.00 per diem - Aide \$184.00 per diem
Increase/Decrease	.95 per mile
First Student – No Quote	
<u>Summer Route #Q-ESY12B</u>	
Snyder Bus Service, Inc.	\$114.00 per diem - Route 31.00 per diem - Aide \$145.00 per diem
Increase/Decrease	1.10 per mile

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GST	\$158.00 per diem - Route <u>40.00</u> per diem - Aide
Increase/Decrease	\$198.00 per diem .95 per mile

First Student – No Quote

<u>Summer Route #Q-ESY12C</u> Snyder Bus Service, Inc.	\$114.00 per diem - Route <u>31.00</u> per diem - Aide
Increase/Decrease	\$145.00 per diem 1.10 per mile

GST	\$158.00 per diem - Route <u>40.00</u> per diem - Aide
Increase/Decrease	\$198.00 per diem .95 per mile

First Student – No Quote

38. Motion by _____, seconded by _____ to award the contracts for Summer 2012-2013 Special Ed transportation Routes #QESY12A, #Q-ESY12B and #QESY12C, as follows, as recommended by the Superintendent. RCV:

<u>Summer Route #Q-ESY12A</u> Snyder Bus Service, Inc.	\$104.00 per diem - Route <u>31.00</u> per diem - Aide
Increase/Decrease	\$135.00 per diem 1.10 per mile

<u>Summer Route #Q-ESY12B</u> Snyder Bus Service, Inc.	\$114.00 per diem - Route <u>31.00</u> per diem - Aide
Increase/Decrease	\$145.00 per diem 1.10 per mile

<u>Summer Route #Q-ESY12C</u> Snyder Bus Service, Inc.	\$114.00 per diem - Route <u>31.00</u> per diem - Aide
Increase/Decrease	\$145.00 per diem 1.10 per mile

Personnel Committee:

39. Motion by _____, seconded by _____ to approve the substitutes for the 2012-2013 school year, as recommended by the Superintendent. (see attached) RCV:

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 **i** below.

