

WASHINGTON TOWNSHIP BOARD OF EDUCATION

Minutes of December 10, 2012

The Washington Township Board of Education met on Monday, December 10, 2012, at 7:37 p.m. for their Regular meeting.

The meeting was called to order by Karen Graf, President. Mrs. Graf read the following statement: 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 to the Clerk of Washington Township.

Members in attendance were Karen Graf, President, Sheila Dempski, Vice-President, Sally Christine, Jason Ford, Jayne Howard, Jude Mohan and Anita Smith. In addition Roger Jinks, Superintendent, Jean Flynn, Board Secretary, Valerie Mattes and Keith Neuhs, Principals were also present.

Members absent: None

Karen Graf thanked Jayne Howard for serving on the Board.

Motion by Sheila Dempski, seconded by Anita Smith to approve the minutes of November 12, 2012, as presented. MV: Christine, Ford and Howard abstained – Dempski, Mohan, Smith and Graf – voting yes – Motion carried MINUTES

Motion by Anita Smith, seconded by Jude Mohan to approve the executive session minutes of November 12, 2012, as presented. MV: Christine, Ford and Howard abstained – Dempski, Mohan, Smith and Graf – voting yes – Motion carried EXECUTIVE MINUTES

PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items)

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

None

CURRICULUM MINUTE:

- a. Foss Science Program: Jamie Hussey and Sue Graham

SECRETARY'S REPORT

Motion by Sheila Dempski, seconded by Anita Smith to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending November 30, 2012, as presented. MV: Unanimous – Motion carried STUD. ACT., PETTY CASH & CAFÉ. RPTS.

Motion by Anita Smith, seconded by Sally Christine to approve the Board Secretary's and Treasurer's Reports for the month ending November 30, 2012, as presented. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried SECRETARY'S, TREASURER'S & FUNDS RPTS.

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.

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SUPERINTENDENT'S REPORT

<p>Motion by Sally Christine, seconded by Jude Mohan to approve the following substitutes for the 2012-2013 school year, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried</p>	<p>SUBSTITUTES</p>
<p>Teacher: Andreina DeSousa, Ann Marie Lee and Liza MacNamara</p>	
<p>Paraprofessional: Tamora Volckmann</p>	
<p>Motion by Jude Mohan, seconded by Jayne Howard to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried</p>	<p>OUT OF DISTRICT WKSPS.</p>
<p>Motion by Jayne Howard, seconded by Jason Ford to approve training of the following staff volunteers to be epipen delegates for 9 students, whose parents requested a delegate at Port Colden School and 13 students, whose parents requested a delegate at Brass Castle School for the 2012-2013 school year. They will be trained as per NJDOE guidelines and district policy R5330, as recommended by the Superintendent. <i>(We are grateful to these individuals for extending themselves as volunteers.)</i> RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried</p>	<p>EPIPEN DELEGATES</p>
<p>Keith Neuhs and Debbie Corrado</p>	
<p>Motion by Jason Ford, seconded by Sheila Dempski to approve Joanne Mitch as a long-term substitute for Corinne Gigantino, Step 1 BA salary to be \$45,790, pro-rata, upon completing 20 consecutive days in the same classroom (per 2012-2013 substitute rate schedule) , as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried</p>	<p>JOANNE MITCH LONG TERM SUB (GIGANTINO)</p>
<p>Motion by Sheila Dempski, seconded by Anita Smith to approve Rebecca Guenther as a long-term substitute for Jenn McKenna, Step 1 MA+30 salary to be \$52,290, pro-rata, upon completing 20 consecutive days in the same classroom (per 2012-2013 substitute rate schedule) , as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried</p>	<p>REBECCA GUENTHER LONG TERM SUB (MC KENNA)</p>
<p>Motion by Anita Smith, seconded by Sally Christine to approve \$13,686 of Whitney Nalepa's salary to be funded by the 2012-2013 NCLB Federal Grant, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried</p>	<p>W. NALEPA'S SALARY FUNDED NCLB</p>
<p>Motion by Sally Christine, seconded by Jude Mohan to approve \$4,531 of Jesse Kyle's salary to be funded by the 2012-2013 Chapter 193 Non-Public Corrective Speech Program, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried</p>	<p>J. KYLE SALARY FUNDED CHAP. 193</p>
<p>Motion by Jude Mohan, seconded by Jayne Howard without setting precedent, to extend the grace period for filing forms to Ameriflex, coordinators of the plan, from September 30, 2012, to December 31, 2012, allowing employees, who participated in the <i>first</i> Flexible Spending Account (FSA) plan, period from January 1, 2012, to June 30, 2012, to be permitted to submit eligible expenses relating to that plan year (January 1, 2012-June 30, 2012). This action allows employees who had forfeiture balances as of September 30, 2012, to submit those eligible expenses relating to that plan year. This motion shall not constitute past practice and this grace period will not be extended in the future, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried</p>	<p>FLEXIBLE SPENDING EXTENSION</p>
<p>Motion by Jayne Howard, seconded by Jason Ford authorizing the submission of the Fitnessgram Grant through the New Jersey Association for Health, Physical Education Recreation and Dance (NJAHIPHERD), as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried</p>	<p>SUBMISSION FITNESSGRAM GRANT</p>

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PRINCIPAL'S REPORTS

TECHNOLOGY REPORT

CORRESPONDENCE

1. Letter from Mr. & Mrs. Trainello

COMMITTEE REPORTS

Finance & Policy Committee:

Motion by Sheila Dempski, seconded by Jayne Howard to approve the line item transfers, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried TRANSFERS

Motion by Sheila Dempski, seconded by Jayne Howard to approve the Bills List for December 2012. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried BILLS LIST

Motion by Sheila Dempski, seconded by Jayne Howard to enter into the Inter-local Service Agreement Between the Township of Washington and the Washington Township Board of Education for the Township to provide lawn mowing service to the Board of Education from January 1, 2013 through December 31, 2015 at a cost of \$3,500 per year, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried INTER-LOCAL AGREEMENT

Motion by Sheila Dempski, seconded by Jayne Howard to approve the second reading and adoption of the Global Security, Terrorism, and 9/11 in the Classroom Curriculum, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried SEC. READ & ADOPT. GLOBAL SEC. TERR. AND 9/11

Motion by Sheila Dempski, seconded by Jayne Howard to approve the first reading of the Century 21 Career and Family Life Curriculum, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried FIRST READ. CENT. 21 CAREER & FL.

Education Committee:

Motion by Sally Christine, seconded by Anita Smith to approve the following clubs for the 2012-2013 school year. Stipend to be in accord with the negotiated contract, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried CLUBS

Club	Advisor	Sessions	Length of Session	Cost
Homework Club	Pam Casserly	25 sessions	1 hour	\$ 750.00
Latin Club	Leslie Scherrei	12 sessions	1 hour	\$ 300.00

Transportation Committee:

Motion by Jason Ford, seconded by Jayne Howard to authorize the Business Administrator/Board Secretary to solicit quotes for all class trips, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried BA TO SOLICIT QUOTES FIELD TRIPS

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Motion by Jason Ford, seconded by Jayne Howard to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried

ACCEPT
QUOTES
BATTLE SHIP NJ

5/30/13 – Battleship New Jersey, Camden, NJ

Easton Coach (47 passenger)	\$1,095 per bus x 3 buses	Total	\$3,285
Starr Tours (56 passenger)	\$1,300 per bus x 3 buses	Total	\$3,900
Long Valley Coach Lines (49 passenger)	\$ 975 per bus x 1 bus	Total	\$ 975

Motion by Jason Ford, seconded by Jayne Howard to award the contract for the Battleship New Jersey class trip, as follows, as recommended by the Superintendent. RCV:

AWARD
CONTRACT
BATTLE SHIP NJ

Long Valley Coach Lines (49 passenger)	\$ 975 per bus x 1 bus	Total	\$ 975
Easton Coach (47 passenger)	\$ 1,095 per bus x 2 buses	Total	\$2,190

Motion by Jason Ford, seconded by Jayne Howard to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried

ACCEPT
QUOTES NYC
TRIP

5/29/12: New Amsterdam Theatre, New York, NY

Easton Coach (49 passenger)	\$1,095 per bus x 3 buses	Total	\$3,285
Starr Tours	No Quote		
Long Valley Coach Lines (49 passenger)	\$1,025 per bus x 1 bus	Total	\$1,025
Long Valley Coach Lines (55 passenger)	\$1,025 per bus x 2 bus	Total	\$2,050

Motion by Jason Ford, seconded by Jayne Howard to award the contract for the New Amsterdam Theatre class trip, as follows, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried

AWARD
CONTRACT
NYC TRIP

Long Valley Coach Lines (49 passenger)	\$1,025 per bus x 1 bus	Total	\$1,025
Long Valley Coach Lines (55 passenger)	\$1,025 per bus x 2 buses	Total	\$2,050

The following class trip is less than 50 miles:

Motion by Jason Ford, seconded by Jayne Howard to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried

ACCEPT
QUOTES NJ
STATE HOUSE

5/17/12: New Jersey State House, Trenton, NJ

Easton Coach (55 passenger)	No Quote		
Starr Tours (55 passenger)	\$1,095 per bus x 2 buses	Total	\$2,190
Long Valley Coach Lines (55 passenger)	\$ 900 per bus x 1 bus	Total	\$ 900

Motion by Jason Ford, seconded by Jayne Howard to award the contract for the New Jersey State House class trip, as follows, as recommended by the Superintendent. RCV: Christine, Dempski, Ford, Howard, Mohan, Smith and Graf – All voting yes – Motion carried

AWARD
CONTRACT NJ
STATE HOUSE

Long Valley Coach Lines (55 passenger)	\$ 900 per bus x 1 bus	Total	\$ 900
Starr Tours (55 passenger)	\$1,095 per bus x 1 bus	Total	\$1,095

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.)

None

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

**EXECUTIVE
SESSION**

Motion by Sheila Dempski, seconded by Anita Smith 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 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. No action anticipated.

MV: Unanimous – Motion carried

Time: 8:31 pm

Jason Ford dismissed before executive session.

OPEN SESSION

Motion by Jude Mohan, seconded by Jayne Howard to return to open session.

MV: Unanimous – Motion carried

Time: 10:24 pm

ADJOURNMENT:

ADJOURNMENT

Motion by Jayne Howard, seconded by Jude Mohan to adjourn.

MV: Unanimous – Motion carried

Time: 10:25 pm

Respectfully submitted:

Jean Flynn
Business Administrator/Board Secretary

