

WASHINGTON TOWNSHIP BOARD OF EDUCATION

SPECIAL MEETING

Monday, February 18, 2014

1:00 p.m.

Minutes of February 18, 2014

The Washington Township Board of Education met on Monday, February 18, 2014 at 1:00 p.m. for a Special Meeting.

The meeting was called to order by Karen Graf. 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 emailed on February 14, 2014 to The Express Times, The Star Gazette, and to the Clerk of Washington Township.

Members in attendance were Karen Graf, President, Anita Smith, Vice President, Sally Christine, Jude Mohan, (left meeting 2:05 p.m.), and John Trush. In addition Roger Jinks, Superintendent, Jean Flynn, Board Secretary, and Principal Valerie Mattes, Principal were also present.

Members absent: Sheila Dempski and Jason Ford

Flag Salute

Motion by Jude Mohan, seconded by Sally Christine, to approve the adoption of the New Jersey School Board Member Code of Ethics 18a:12-24.1. (All board members sign acknowledgement of receipt) RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. NJSBA CODE OF ETHICS

Motion by Sally Christine, seconded by Anita Smith, to approve the minutes of January 6, 2014, as presented. MV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. MINUTES

PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items) - NONE

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

CURRICULUM MINUTE: - NONE

SECRETARY'S REPORT

Motion by Anita Smith, seconded by John Trush, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending January 31, 2014, as presented. MV: Unanimous – all voting yes. STUD.ACT/PETTY CASH & CAFÉ' RPTS.

Motion by John Trush, seconded by Anita Smith, to approve the Board Secretary and Treasurer's Reports for the month ending January 31, 2014, as presented. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. SECRETARY'S, TREAS. & FUND 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.

SUPERINTENDENT'S REPORT

Motion by Jude Mohan, seconded by Sally Christine, to approve the following substitutes for the 2013-2014 school year, upon completion of employment requirements, as recommended by the Superintendent. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. **SUBSTITUTES**

Teacher/Paraprofessional: Tammy Mornick
Teacher/Paraprofessional: Marie Orlowski
Nurse: Elizabeth Anema
Custodian: Jeffrey Heymann

Motion by Sally Christine, seconded by Anita Smith, to accept, with regret, the resignation of Jeffery Heymann, part-time custodian, effective January 31, 2014, as recommended by the Superintendent. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. **RESIGNATION
J. HEYMANN**

Motion by Anita Smith, seconded by John Trush, to approve Jenny Gonzalez, part-time custodian (replacing Jeffrey Heymann), at a salary of \$10.50 per hour, effective February 3, 2014, as recommended by the Superintendent. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. **HIRE
J.GONZALEZ**

Motion by John Trush, seconded by Jude Mohan, to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. **OOD IN-SERV.
EXPERIENCES**

Motion by Jude Mohan, seconded by Sally Christine, to approve the line item transfers, as recommended by the Superintendent. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. **TRANSFERS**

Motion by Sally Christine, seconded by Anita Smith, to approve the Bills List for February 2014. RCV: Christine, Mohan, Smith and Trush all voting yes - Graf abstained, motion carried. **BILLS LIST**

Motion by Anita Smith, seconded by John Trush, to approve the following Resolution/Waiver of Requirements, Special Education Medicaid Initiative (SEMI) Program, as recommended by the Superintendent. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. **SEMI**

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2014-15, and;

Whereas, the Washington Twp. Board of Education desires to apply for this waiver due to the fact that it projects having fewer than forty (40) allowable Medicaid eligible classified students for the 2014-15 budget year.

Now Therefore Be It Resolved, that the Washington Twp. Board of Education hereby authorizes the

Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Warren an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2014-15 school year.

Motion by Jude Mohan, seconded by Sally Christine, to approve the first reading of Policy Alert #201, as recommended by the Superintendent. RCV: Graf, Christine, Mohan, Smith all voting yes – Trush abstained, motion carried. **POLICY ALERT
#201**

1240 – Evaluation of Superintendent (M) (Revised)

Evaluation of Chief School Administrators requires revisions to Policy and Regulation Guides 1240. Policy Guide 1240 is consistent with the AchieveNJ administrative code and should replace the district's existing Policy Guide 1240. Regulation Guide 1240 provides recommended procedures for the annual summary conference and annual written performance report and should replace the district's existing Regulation Guide 1240. Basic change - BOE Review deadline changed from April to July 1st.

3142 – Nonrenewal of Non-tenured Teach Staff Members (Revised)

Procedure for appearance of Non-tenured Teaching Staff Members before a District Board of Education. Upon Receipt of a Notice of non-reemployment to N.J.A.C. 6A-10-8.1 required several minor revisions to Policy and Regulation Guides 3142. The Regulation Guide has been revised to provide the Superintendent and the Board two options on how the Superintendent informs the Board regarding the non-renewal of non-tenured teach staff members. One option is the Superintendent informing the Board with a written notice and reasons for each recommendation not to renew before May 15. The second option provides for the Superintendent to conduct an executive session with the Board prior to May 15 to review the Superintendent's recommendations and reasons for each recommendation.

3144 – Certification of Tenure Charges (Revised)

Charges under Tenure Employees' Hearing Act, requires revisions to Policy and Regulation Guides 3144. Significant changes in the TEACHNJ statutes and AchieveNJ administrative code concern filing of tenure charges for inefficiency. N.J.S.A. 18A:6-17.3 **requires** the Superintendent to file tenure charges of inefficiency when a teacher, Principal, Vice Principal, or Assistant Principal received substandard evaluation ratings in two consecutive years.

3221 – Evaluation of Teachers (M) (New)

The details of the new requirements of TEACHNJ and AchieveNJ for a teacher whose annual evaluation is subject to student growth objectives are outlined in Policy and Regulation Guides 3221.

3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (New)

The details of the new requirements of TEACHNJ and AchieveNJ for a teaching staff member as defined in Policy and Regulation Guides 3222 are outlined in the Policy and Regulation Guide.

3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (New)

Policy and Regulation Guides 3223 provide the evaluation procedures for administrators, excluding Principals, Vice Principals, and Assistant Principals. These administrator positions include supervisors, directors, or any other administrative position in the district working under an administrative certificate.

3224 – Evaluation of Principals, Vice Principals, and Assistant Principals (M) (New)

Policy and Regulation Guides 3222 provide the evaluation procedures Principals, Vice Principals, Assistant Principals, and other administrators. The following provisions of N.J.A.C. 6A:10 regard Principals, Vice Principals, and Assistant Principals:

4146 – Nonrenewal of Non-tenured Support Staff Members (Revised)

Procedure for Appearance of non-tenured Teaching Staff Members before a District Board of Education upon Receipt of a Notice of Non-reemployment to N.J.A.C. 6A-10.8.1. Non-renewal of Non-tenured Support Staff Members is very similar to Policy and Regulation Guides 3142. Non-renewal of Non-tenured Teaching Staff Members as most districts follow the same timelines and process for the nonrenewal of non-tenured teaching staff members and non-tenured support staff members.

Motion by Jude Mohan, seconded by Sally Christine, to approve the following club for the 2013-2014 school year. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried.

Stipend to be in accord with the negotiated contract, as recommended by the Superintendent.

Story Time (Reading) ToniLynn Melhem 8 1 hr. \$216.00

Poetry Club (1st Gr.) Dee Dugdale/Michele Cooper 8 1 hr. \$432.00

Motion by Sally Christine, seconded by Anita Smith, to approve a contracted Personal Aide between Warren County Special Services School District and Washington Township Board of Education in the amount of \$17,500 for student #08-39, effective February 1, 2014 to June 30, 2014, as recommended by the Superintendent. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. PERSONAL AIDE CONTRACT

Motion by Anita Smith, seconded by John Trush to approve board meeting dates due to revised budget timelines with respect to public hearing, as recommended by the Superintendent. RCV: Graf, Christine, Mohan, Smith and Trush – all voting yes, motion carried. BOARD MEET. DATES

January	6	(1 st Monday) - Public Hearing on EVVRS/HIB Reports
February	10	
March	10	
April	28	(4 th Monday) Public Hearing on Budget
May	12	2014-2015 Annual School Appointments and Adoptions
June	16	(3 rd Monday)
July	14	Public Hearing on EVVRS/HIB Reports
August	25	(4 th Monday)
September	8	
October	20	(3 rd Monday) - Public Hearing of Nurses Service Plan
November	10	Public Hearing on Audit
December	8	
January	5	(1 st Monday) - Board Re-organization & Regular – Public Hearing on EVVRS/HIB Reports

	Integrity Roofing	Hygrade Insulators	Laurant Construction	Munn Roofing
Base Bid	\$194,400.00	\$181,950.00	\$191,352.00	\$231,885.50
Alternate #1	\$80,000.00	\$97,775.00	\$86,832.00	\$78,267.30
TOTAL	\$274,400.00	\$279,725.00	\$278,184.00	\$310,152.80

Jude Mahon left meeting at 2:05 p. m.

J. MAHON

Motion by Anita Smith, seconded by Sally Christine, to accept the following bids, for the Roof Renovations for the Brass Castle School, as recommended by the Superintendent. RCV: Graf, Christine, Smith and Trush – all voting yes, motion carried. BIDS BC/ROOF RENOVATIONS

	*Arista Builders and Designers	Northeast Roof Maintenance	Mak Group, LLC	NJK Contractors
Base Bid	\$163,800.00	\$174,000.00	\$182,261.52	\$218,790.00
Alternate #1	\$70,200.00	\$73,000.00	\$61,579.44	\$66,325.50
TOTAL	\$234,000.00	\$247,000.00	\$243,840.96	\$285,115.50

	E.R. Barrett	Safeway Contracting	D.A. Nolt	Arch-Concept Construction
Base Bid	\$184,822.00	\$195,500.00	\$194,775.00	\$156,996.00
Alternate #1	\$87,946.00	\$60,950.00	\$97,510.00	\$77,700.00
TOTAL	\$272,768.00	\$256,450.00	\$292,285.00	\$234,696.00

	Gen II Contracting	*Billy Contracting and Restoration	Arco Roofing	Patwood Roofing
Base Bid	\$205,600.00	\$139,100.00	\$186,700.00	\$164,980.00
Alternate #1	\$62,000.00	\$52,965.00	\$91,880.00	\$80,000.00
TOTAL	\$267,600.00	\$192,065.00	\$278,580.00	\$244,980.00

	Pfister Maintenance	Roof Management, Inc.
Base Bid	\$195,813.60	\$260,800.00
Alternate #1	\$92,757.00	\$89,650.00
TOTAL	\$288,570.60	\$350,450.00

*disqualified per architects letter

Motion by Anita Smith, seconded by Sally Christine, to award contract to Arch Concept Construction, Inc. for Roof Renovations for the Brass Castle School in the amount of \$234,696.00, as recommended by the Superintendent, RCV: Graf, Christine, Smith and Trush – all voting yes, motion carried.

AWARD CONT.
BC/ROOF
RENOVATIONS

PRINCIPAL’S REPORTS

TECHNOLOGY

CORRESPONDENCE

CORR.

1. Board Members and addresses.
2. Letter from Joseph C. Capolunghi

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.)

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

EXEC.SESSIO

Motion by Sally Christine, 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.20.

- 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. Anticipated action on HIB incidents.

MV: Unanimous – motion carried. Time: 2:30 p.m.

Motion by Anita Smith, seconded by John Trush, to return to open session. OPEN SESSION

MV: Unanimous – motion carried. Time: 2:42 p.m.

Motion by Anita Smith, seconded by Sally Christine, to accept HIB Incident BC01-15-14, as recommended by the Superintendent. RCV: Graf, Christine, Smith and Trush – all voting yes, motion carried. HIB INCIDENT BC01-15-14

Motion by Sally Christine, seconded by Anita Smith, to accept HIB Incident BC01-17-14, as recommended by the Superintendent. RCV: Graf, Christine, Smith and Trush – all voting yes, motion carried. HIB INCIDENT BC01-17-14

ADJOURNMENT

Motion by Anita Smith, seconded by John Trush to adjourn. ADJOURNMENT

MV: Unanimous- motion carried. Time: 2:50 p.m.

Respectfully submitted,

Jean Flynn
Business Administrator/Board Secretary