

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, March 10, 2014

7:30 p.m.

COMMITTEE MEETINGS:

7:00 pm – Personnel Committee – Graf, Mohan, 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 emailed on February 18, 2014, to the Star Gazette, The Express Times, and to the Clerk of Washington Township.

2. Flag Salute

2B. Administering the Oath of Office to the new elected Board Member. (Newly elected Board Member sign the Oath of Office) Sheila Dempski

3. Roll Call:

Karen Graf, President	Roger A. Jinks, Superintendent
Sheila Dempski	Jean Flynn, Board Secretary
Sally Christine	
Jason Ford	
Jude Mohan	
Anita Smith, Vice President	
John Trush	

4. Motion by _____, seconded by _____ to approve the special meeting minutes of February 18, 2014, as presented. MV:

5. Motion by _____, seconded by _____, to approve the executive session minutes of February 18, 2014, as presented. MV:

B. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items)

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

C. CURRICULUM MINUTE:

- PARCC – Kim Sigman, Technology Coordinator

D. SECRETARY'S REPORT

6. Motion by _____, seconded by _____ to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending February 28, 2014, as presented. MV:

7. Motion by _____, seconded by _____ to approve the Board Secretary and Treasurer's Reports for the month ending February 28, 2014, 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.

8. Motion by _____, seconded by _____, to adopt the following Resolution To Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent. RCV:

WHEREAS, NJSA 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget times or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.

WHEREAS, the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account any time during the year by resolution, and

WHEREAS, the Washington Township Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund for the following:

\$10,000 for Maintenance Accounts for Brass Castle and Port Colden

WHEREAS, according to 6A:23A-14.2E, the Washington Township Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

E. SUPERINTENDENT'S REPORT

9. Motion by _____, seconded by _____, to approve the following substitutes for the 2013-2014 school year, upon completion of employment requirements, as recommended by the Superintendent. RCV:

Teacher/Paraprofessional: Michael A. Terminelli
 Teacher/Paraprofessional: Dawn Nisivoccia
 Paraprofessional: Denise Molnar
 Nurse: Kelly Ann Livingston & Tiffany Sbriscia

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

11. Motion by _____, seconded by _____, to accept the resignation of Heather L. Meyerhofer, effective March 4, 2014, with regret, as recommended by the Superintendent. RCV:

12. Motion by _____, seconded by _____ to approve the 2013-2014 Washington Township school district calendar (revised 2/20/14), as recommended by the Superintendent. RCV:

13. Motion by _____, seconded by _____ to approve the 2014-2015 Washington Township school district calendar, as recommended by the Superintendent. RCV:

14. Motion by _____, seconded by _____, to approve the application for the Child Assault Prevention (CAP) Grant for 2014-2015 in the amount of \$1,208, (with an anticipated WTSD share of program is \$362.40), as recommended by the Superintendent. RCV:

15. Motion by _____, seconded by _____, to approve the revised Nursing Services Plan 2013-2014, as recommended by the Superintendent. RCV:

16. Motion by _____, seconded by _____, that the Washington Township School District Board of Education certifies that permission has been granted to apply for funds to support implementation of the *Anti-Bullying Bill of Rights Act* for the purposes described in the application, in the amount of \$12,950.00, starting on July 1, 2014, and ending on June 30, 2015, as recommended by the Superintendent. RCV:

17. Motion by _____, seconded by _____, to approve Brass Castle School's Action Plan Assurances, (as per New Jersey Department of Education directive, that all schools that did not achieve their Progress Targets memorialize their school action plan) as recommended by the Superintendent. RCV:

18. Motion by _____, seconded by _____, to approve Patrick R. Trucksess, a student at Rowan University, for Clinical Practice (student teaching), to teach with John Hornyak, fall 2014 placement, as recommended by the Superintendent. RCV:

F. PRINCIPAL'S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

1. Letter from Heather Meyerhofer
2. Thank You Note from Janine Barzdines
3. Thank You Note from Alisa Ludwig
4. Board Committees & Address List

I. COMMITTEE REPORTS

Finance Committee:

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

20. Motion by _____, seconded by _____, to approve the Bills List for March 2014. RCV:

21. Motion by _____, seconded by _____ to adopt the proposed 2014-2015 school district budget to be submitted to the Executive County Superintendent of Schools for approval. The base budget includes the use of bank cap in the amount \$71,769 to fund technology equipment in preparation for PARCC, a full day kindergarten materials and supplies and provide for a Student Resource Officer. The district intends to complete for said purpose in the 2014-2015 school year.

General Fund	\$8,700,712
Special Revenue Fund	\$ 232,500
Total Base Budget	\$8,933,212

General Fund Tax Levy	\$5,732,086
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Policy Committee:

22. Motion by _____, seconded by _____, to approve the second reading and adoption of Policy Alert #201, as recommended by the Superintendent. RCV:

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.

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 b below.

23. 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
Pending or anticipated litigation
- g. Attorney-client privilege
- h. 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 incident.

MV: Time: _____

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

MV: Time: _____

25. Motion _____, seconded by _____, to accept HIB Incident BC02-05-04, as recommended by the Superintendent. RCV:

L. ADJOURNMENT

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

MV: Time: _____