

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

Monday, May 12, 2014

7:30 p.m

**COMMITTEE MEETINGS:**

**7:00 pm - Personnel Committee:** Graf, Mohan, Smith

**7:15 pm - Education Committee:** Smith, Christine, Mohan

Minutes of May 12, 2014

Call to order by President. Time: 7:35 p.m.

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 emailed on February 18, 2014, to the Star Gazette, The Express Times, and to the Clerk of Washington Township.

Members in attendance were Karen Graf, President, Anita Smith, Vice President, Jason Ford, Jude Mohan and John Trush. In addition Roger Jinks, Superintendent, Jean Flynn, Board Secretary, Valerie Mattes and Keith Neuhs, Principals were also present.

Members absent: Sally Christine and Sheila DempSKI

Flag Salute

Roll Call:	Karen Graf, President	Roger Jinks, Superintendent
	Anita Smith, Vice President	Jean Flynn, Board Secretary
	Sally Christine	
	Sheila DempSKI	
	Jason Ford	
	Jude Mohan	
	John Trush	

Motion by Jude Mohan, seconded by John Trush, to approve the minutes of April 28, 2014, as presented. MV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. MINUTES

Motion by John Trush, seconded by Jason Ford, to approve the first executive session minutes of April 28, 2014, as presented. MV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. 1<sup>st</sup> EXEC.MIN.

Motion by Jason Ford, seconded by Anita Smith, to approve the second executive session minutes of April 28, 2014, as presented. MV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. 2<sup>nd</sup> EXEC.MIN.

**B. PUBLIC QUESTIONS AND DISCUSSION:** (agenda items) - NONE  
(The public may speak for three (3) minutes unless they have requested to be on the agenda.)

C. PRESENTATION: - Teacher of the Year Recognition

TOY  
PRESENTATION

- Janine Barzdines
- John Hornyak

D. CURRICULUM MINUTE: Kim Sigman – Social Studies Committee Report

E. SECRETARY'S REPORT:

Motion by Anita Smith, seconded by Jude Mohan, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending April 30, 2014, as presented. MV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. STUD.ACT. /PC/ CAFÉ' ACCT. RPT

Motion by Jude Mohan, seconded by John Trush, to approve the attached transfers, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan, all voting yes, Trush abstained, motion carried. TRANSFERS

Motion by John Trush, seconded by Jason Ford, to approve the Bills List for May 2014. MV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. Graf, Smith, Ford, Mohan, and Trush all voting yes, motion carried. BILLS LIST

Motion by Jason Ford, seconded by Anita Smith, to approve the Board Secretary's and Treasurer's Reports for the month ending April 30, 2014, as presented. RCV: Graf, Smith, Ford, Mohan, all voting yes, Trush abstained, motion carried. SECTY/TREAS. REPORTS

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.

F. SUPERINTENDENT'S REPORT

Motion by Anita Smith, seconded by Jude Mohan, to approve the following substitutes for the 2013-2014 school year, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. SUBSTITUTES

Child Care: Tyler Voll

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

Motion by Jason Ford, seconded by Anita Smith, to accept, with regret, the resignation of Terry Gochmonosky, part-time Custodian, effective June 30, 2014, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. RESIGNATION GOCHMONOSKY

Motion by Anita Smith, seconded by Jude Mohan, to accept, with regret, the resignation of Dawn Brattole, Business/Transportation Clerk, effective, June 30, 2014, as recommended by the RESIGNATION BRATTOLE

Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Jason Ford, to approve Samantha Davey, Teacher, Step 1 BA, salary to be \$46,326, effective September 1, 2014, as recommended by the Superintendent,. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. HIRE- DAVEY

Motion by Jason Ford, seconded by Anita Smith, to approve Nicole Smith, Speech Language Specialist, Step 5 MA, salary to be \$52,441, effective September 1, 2014, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. HIRE -SMITH

Motion by Anita Smith, seconded by Jude Mahon, to approve Nicole Campagna, Teacher Step 4 BA, salary to be \$48,011, effective September 1, 2014, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. HIRE-. CAMPAGNA

Motion by Jude Mohan, seconded by Anita Smith, to approve Tiffany Chan Page, Teacher Step 2 MA, salary to be \$50,766, effective September 1, 2014, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. HIRE-CHAN PAGE

Motion by Jude Mohan, seconded by Anita Smith, to approve the out-of-district placement for the 2014-2015 extended school year for student #08-73 at the Developmental Learning Center, at the tuition rate of \$13,978 (June 26-August 7, 2014) as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. OOD ESY

Motion by Jude Mohan, seconded by Anita Smith, to approve the out-of-district placement for the 2014-2015 school year for student #08-73 at the Developmental Learning Center, at the annual tuition rate of \$85,282, prorated from September 1, 2014 to January 31, 2015 (as per settlement agreement), as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. OOD TUITION

Motion by Jude Mohan, seconded by Jason Ford, to approve the following personnel for the Summer Program and Summer Enrichment Program – July 14, 2014 – August 1, 2014 as recommended by the Superintendent. RCV: Graf, Smith, Mohan and Trush all voting yes, Ford abstained, motion carried. SUMMER PROG.& ENRICHMENT PERSONNEL

Teachers: Sue Graham, Tonilynn Melhem, Sue Peterson, Pam Slack, Linda Watters – 3 weeks, 3 hours per day, \$38.13 per hour.

Paraprofessional: Maureen Burns – 3 weeks, 3 hours per day, \$12.30 per hour

Krista Ford – 3 weeks, 3 hours per day, \$13.85 per hour

(reflects 2013-2014 rate pending settlement of the paraprofessional negotiated contracts)

Motion by Jude Mohan, seconded by Anita Smith, to approve the following personnel for the 2014-15 Extended Year Summer Program – July 7, 2014 – August 1, 2014, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. 2014-15 ESY PROG.PERS.

Staff Member	Position	Stipend
Sarah Baratta	Teacher	\$38.13 per hour, 4 hours per day, 4 weeks
Rebecca Grochowicz	Teacher	\$38.13 per hour, 4 hours per day, 4 weeks
Kara Lisk	Teacher	\$38.13 per hour, 4 hours per day, 4 weeks
Colleen O'Rourke	Teacher	\$38.13 per hour, 4 hours per day, 4 weeks
Joan Pare	Teacher	\$38.13 per hour, 4 hours per day, 4 weeks
Janine Barzdines	Nurse	\$38.13 per hour, 4 hours per day, 5 days (July 7-July 11)

Kathleen Ference	Nurse	\$38.13 per hour, 4 hours per day, 10 days (July 14-July 25)
Amy VanKirk	Nurse	\$38.13 per hour, 4 hours per day, 5 days (July 28-August 1)
Dana Pellegrino-Heath	Paraprofessional	\$12.80 per hour, 4 hours per day, 6 weeks
Jayne Hruza	Para/ABA	\$15.85 per hour, 4 hours per day, 4 weeks
Kerry Smith	Para/ABA	\$16.95 per hour, 4 hours per day, 6 weeks
Barbara Pierson	Para/ABA	\$14.30 per hour, 4 hours per day, 6 weeks
Sharon App	Paraprofessional	\$16.45 per hour, 4 hours per day, 6 weeks
Renee Seiz	Para/ABA	\$17.80 per hour, 4 hours per day, 4 weeks
Colleen Morea	Paraprofessional	\$19.80 per hour, 4 hours per day, 6 weeks
Theresa Nanius	Para/ABA	\$16.95 per hour, 4 hours per day, 6 weeks
Jodi Frankle	Paraprofessional	\$13.85 per hour, 4 hours per day, 6 weeks
Karen War	Para/ABA	\$14.80 per hour, 4 hours per day, 6 weeks

(reflects 2013-2014 rate pending settlement of the paraprofessional negotiated contracts)

Jesse Kyle	Speech/Language	\$38.13 per hour
Katherine Ferrara	Occupational Therapist	\$73.00 per hour
Children's Therapy Ser.	Physical Therapy	\$99.30 per hour
Erika Hill	Behavior Interventionist	\$36.01 per hour

Motion by Anita Smith, seconded by Jude Mohan, to place the following classified students in the Washington Township Extended School Year Program, as recommended by the Superintendent. **ESY STUDENTS**  
RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried.

ID#: 14-08, 13-02, 13-01, 12-02, 11-14, 11-12, 13-03, 10-02, 12-23, 10-12, 10-23, 09-45, 08-12, 09-37, 09-2, 14-09, 08-63, 09-47, 10-05, 08-32, 12-10, 10-14, 10-21, 14-04, 09-16

**G. PRINCIPALS' REPORT**

**H. TECHNOLOGY REPORT**

**I. CORRESPONDENCE:**

- Letter from Terry Gochmonosky

**J. COMMITTEE MEETINGS:**

**Finance & Policy Committee:**

FYI – Policy Alert 202 to full board May 12, first reading June 16, second reading/adoption July 14.

**POLICY ALERT  
202 - FYI**

**Policy Alert No. 202**

**0141 - Board Member Number and Term (Revised)**

**0143 - Board Member Election and Appointment (Revised)**

An important component of Bylaw 0143 addresses case law that indicates the public is entitled to witness deliberations, policy formulation, and the decision-making process of the board for selecting a person to fill a Board member vacancy. Policy Guide 0143 provides this option as it does not require public interviews with candidates to fill a vacancy, but requires public discussion by the Board members in the public voting process so the public can witness deliberations, policy formulation, and the decision making process.

**1581 – Victim of Domestic or Sexual Violence Leave (New)**

The “New Jersey Security and Financial Empowerment Act” or “NJ SAFE Act” was adopted and codified in N.J.S.A 34:11C-1.1 et. Seq. The Act requires political subdivisions of New Jersey to provide leave time to an employee who was a victim of domestic violence or sexually violent offense(s) or if the employee’s child, parent, spouse, domestic partner, or civil union partner was a victim of such offense.

**3125 – Employment of Teaching Staff Members (Revised)**

**4125 – Employment of Support Staff Members (Revised)**

Policy Guides 3125 and 4125 have been revised to remove options that are seldom, if ever, included in these Policy Guides. These Guides had options that included many terms and conditions of employment that are usually negotiated into a collective bargaining agreement or are included in an individual contract between the Board and the staff member and are not included in the district’s policy manual. The nepotism option has also been removed from these Policy Guides and reference to the required Nepotism Policy has been inserted. In addition, some detailed requirement of the criminal history record check process have been deleted and are incorporated by referencing the statute.

**3230 – Outside Activities (Revised)**

**4230 – Outside Activities (Revised)**

1. Teaching (3230) or Support (4230) staff members are advised to refrain from conduct, associations, and offensive speech that, if given publicity, would tend to have an adverse or harmful effect upon pupils or the school community;
4. Teaching (3230) or Support (4230) staff members shall not campaign on school grounds during their work day, send campaign literature home with pupils, or request direct, or have pupils distribute campaign literature on behalf of any candidate.

**3240 – Professional Development for Teachers and School Leaders (Revised)**

Has been revised regarding required professional development for teachers and school leaders. The new requirements shift the focus of professional development rules from a compliance focus with a cumbersome approval process to one that is focused on driving student learning and streamlining the planning and oversight process at local and State levels. Principals and Superintendents will become responsible, respectively, for developing school and district level professional plans and professional development activities will stress activities that are embedded in daily practices rather than learned offsite.

**6511 – Direct Deposit (New)**

N.J.S.A. 52:14-15h was recently approved and provides the option for a Board of Education to have a mandatory direct deposit program.

**8507 – Breakfast Offer Versus Serve (OVS) – New**

**8508 – Lunch Offer Versus Serve (OVS) – New**

School districts were recently informed one of the requirements of the Healthy Hunger Free Kids Act (HHFKA) of 2010 is that an Offer Versus Serve (OVS) Policy must be in place for any school implementing OVS. OVS is a policy for reimbursable meals that allows students to decline a certain number of food components in the meal in order to reduce plate waste and food costs and still provide reimbursement to the program.

Motion by Jude Mohan, seconded by John Trush, to approve the shared services contract to provide Coordination of Transportation Services to Warren Hills Regional School District from July 1, 2014 – June 30, 2015 for the sum of \$81,716, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. SHARED SVCS. COORD. TRANS. WHRSD 2014-15

**Education Committee:**

Motion by Anita Smith, seconded by Jude Mohan, to approve the purchase of social studies textbook materials, as recommended by the Superintendent. RCV: Graf, Smith, Ford, and Mohan all voting yes, Trush abstained, motion carried. PURCHASE SOC. STUDIES TEXTBOOK MATERIALS

- a. TCI (Theme Centered Interaction) at a cost of \$28,875.00
- b. Pearson Supplemental Materials at a cost of \$9,553.10

**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 items h below.

EXECUTIVE SESSION

Motion by Jude Mohan, seconded by John Trush, 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 personnel-employment matters affecting 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.

MV: unanimous – motion carried

Time: 8:32 p.m.

Motion by Jude Mohan, seconded by Anita Smith, to return to open session.

MV: unanimous – motion carried

Time: 9:20 p.m.

**Personnel Committee:**

Motion by Jude Mohan seconded by John Trush, to approve paraprofessional appointments and hourly rates for the 2014-2015 school year, (2013-2014 rates pending settlement of the paraprofessional negotiated contract), as listed on the attached sheet, as recommended by the Superintendent. RCV: Graf, Smith, Mohan and Trush all voting yes, Ford abstained, motion carried. PARA-PROFESSIONAL APPOINTMENTS 2014-15

Motion by Anita Smith, seconded by Jude Mohan, to approve certified staff, administration, and support staff and salaries for the 2014-2015 school year, as listed on the attached sheets, as recommended by the Superintendent. RCV: Graf, Smith, Ford, and Mohan all voting yes, Trush abstained, motion carried. CERT. STAFF APPOINTMENTS 2014-15

Motion by Jude Mohan, seconded by Anita Smith, to accept, with regret the resignation for retirement of Roger A. Jinks, Superintendent, effective August 31, 2014, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. RESIGNATION ROGER A. JINKS

Motion by Anita Smith, seconded by Jude Mohan, to enter into a contract with New Jersey School Boards Association (NJSBA) to assist the Washington Township School District to perform a Superintendent search. Projected cost of Executive Search is \$6,500, plus the cost of advertising, as recommended by the Superintendent. RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. NJSBA SUPT. SEARCH

Motion by Jude Mohan, seconded by Anita Smith, to approve Roger A. Jinks as substitute teacher for the 2014-2015 school year, RCV: Graf, Smith, Ford, Mohan and Trush all voting yes, motion carried. SUB. TEACHER

**M. ADJOURNMENT**

Motion by Anita Smith, seconded by Jude Mahon, to adjourn.

ADJOURNMENT

MV: unanimous-motion carried

Time: 9:27 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary