

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**Monday, September 8, 2014**

**7:30 P.M.**

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**7:10 - Personnel Committee: Graf, Christine, Smith**

Minutes of September 8, 2014

Call to order by President. Time: 7:32 p.m.

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

Flag Salute

Members present were: Karen Graf, President, Anita Smith, Vice President, Sally Christine, Sheila Dempski, Jason Ford and John Trush. In addition Keith Neuhs, Superintendent, Jean Flynn, Board Secretary, Valerie Mattes Principal, were also present.

Members absent: Jude Mohan

Motion by Sheila Dempski, seconded by Anita Smith, to approve the minutes of August 18, 2014, as presented. MV: Graf, Smith, Christine and Trush all voting yes, Dempski and Ford abstained, motion carried.

**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. SECRETARY'S REPORT:**

Motion by Anita Smith, seconded by Sally Christine, to approve the Student Activity and Petty Cash Account Reports for the month ending July 30, 2014, as presented. MV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Motion by Sally Christine, seconded by John Trush, to approve the Student Activity and Petty Cash Account Reports for the month ending August 31, 2014, as presented. MV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Motion by John Trush, seconded by Jason Ford, to approve the line item transfers, as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, and Ford, all voting yes, Trush abstained, motion carried.

Motion by Jason Ford, seconded by Sheila Dempski, to approve the Bills List for September, 2014. MV: Smith, Christine, Dempski, Ford and Trush, all voting yes, Graf abstained, motion carried.

Motion by Sheila Dempski, seconded by Anita Smith, to close the Book of Accounts for the 2013-2014 school year, as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Motion by Anita Smith, seconded by Sally Christine, to approve the Final Board Secretary's and Treasurer's Reports for the month ending June 30, 2014, as presented. MV: Graf, Smith, Christine, Dempski, and Ford all voting yes, Trush abstained, motion carried.

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.

Motion by Sally Christine, seconded by John Trush, to approve the Secretary's Treasurer's Reports for the month ending July 30, 2014, as presented. RCV: Graf, Smith, Christine, Dempski, and Ford all voting yes, Trush, abstained, motion carried.

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.

Motion by John Trush, seconded by Jason Ford, to approve the Board Secretary's and Treasurer's Reports for the month ending August 31, 2014, as presented. RCV: Graf, Smith, Christine, Dempski and Ford all voting yes, Trush abstained, motion carried.

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.

#### **D. SUPERINTENDENT'S REPORT**

Motion by Anita Smith, seconded by Sally Christine, to approve the following substitutes for the 2014-2015 school year, as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Teacher - Tori Piccone, pending satisfactory completion of employment requirements.

Teacher/Paraprofessional: - Amanda Deisenroth, Maria DeSousa, Julie Strohmaier, pending satisfactory completion of employment requirements.  
Custodian: Dawn Brattole

Motion by Sally Christine, seconded by Sheila Dempski, to approve **Marjorie Levine**, Interim Principal for Port Colden School, salary not to exceed \$400 per day, without benefits, for up to five days per week, effective September 2, 2014. RCV: Graf, Smith, Christine and Dempski, all voting yes, Ford and Trush abstained, motion carried.

Motion by Sheila Dempski, seconded by Anita Smith, to accept, with regret, the resignation of **Karin Stumpf**, Paraprofessional, (via telephone message), effective June 30, 2014, as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Motion by Anita Smith, seconded by Sally Christine, to accept, with regret, the resignation of **Jane Hruza**, Paraprofessional, effective September 12, 2014, as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Motion by Sally Christine, seconded by John Trush, to approve **Kristyn Sbriscia**, a student at New Jersey City University, to participate in a fall practicum 2014 at Port Colden School, with Janine Barzdines, as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Motion by Sheila Dempski, seconded by Anita Smith, to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV: Smith, Christine, Dempski, Ford and Trush, all voting yes, Graf abstained, motion carried.

Motion by Anita Smith, seconded by Sally Christine, to approve administrative-assigned after-school supervision (general detentions) on an as needed basis at a rate of \$27.00 per hour for certified staff (not to exceed 1 day per week), as recommended by the Superintendent. (NOTE: General detentions are not to replace teacher detentions.) RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Motion by Sally Christine, seconded by Anita Smith, to approve the following field trip for the 2014-2015 school year, as recommended by the Superintendent. (*All students will be transported in school buses unless their destination is New York City, Philadelphia or beyond 50 miles. Parents/guardians are responsible for all fees and transportation costs*). RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

- a. Natural History Museum/Hayden Planetarium, NYC – 3<sup>rd</sup> grade, June 12, 2015

Motion by Sheila Dempski, seconded by Anita Smith, to approve **Elizabeth Bracey**, a student at Centenary College, to participate in a fall practicum 2014 at Port Colden and Brass Castle Schools, with Deborah Tierney, as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Motion by Anita Smith, seconded by Sally Christine, to employ **Maureen Burns**, child care worker, salary to be \$12.30 per hour, not to exceed 30 hours per week, starting date to be September 9, 2014, as recommended by the Superintendent. (Presently have over 40 students in the AM Child Care). RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Motion by Anita Smith, seconded by Sally Christine, to approve contract with Hybridge Learning Group to provide the following services, as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

Type of Service:	Rate:
BCBA Supervision: 1 hour per month	\$120/hour
Parent Training: 4 hours per month	\$ 80/hour

Report Writing, if necessary

\$ 60/hours

Motion by Anita Smith, seconded by Sally Christine, to approve a salary adjustment for **Valerie Mattes**, Principal/Child Study Team Director. Annual salary to be \$120,000, effective September 1, 2014, pro-rated, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Dempski, all voting yes, Ford and Trush abstained, motion carried.

**E. PRINCIPAL’S REPORTS**

**F. TECHNOLOGY REPORT**

**G. CORRESPONDENCE - NONE**

**H. COMMITTEE REPORTS**

**Finance & Policy Committee:** Karen Graf reported that she applied for the Exxon Mobil grant and that she attended the Warren County School Board’s meeting regarding contract negotiations.

Motion by Anita Smith, seconded by Sally Christine, to renew the school related activities transportation contract with Snyder Bus Services, Inc. for the 2014-2015 school year, as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, Ford and Trush, all voting yes, motion carried.

**Facilities & Transportation Committee:**

Motion by Jason Ford, seconded by Sheila Dempski, to approve the attached bus routes for the 2014-2015 school year, (revised bus route cost in italics), as recommended by the Superintendent. RCV: Graf, Smith, Christine, Dempski, and Ford all voting yes, Trush voting no, motion carried.

Routes	2014-2015 Cost
01/F	\$18,193.54
02/KL	\$15,572.59
03/A	\$16,247.04
04/C	\$21,201.50
12/D	\$19,013.04
<i>14AB/IM</i>	<i>\$20,829.89</i>
15AB/G	\$14,976.44
16/E	\$23,010.29
21/h	\$21,063.81
22/Van 1	\$17,281.75
Van 2	\$39,047.48
3MD	\$10,896.49(\$60.53605/diem)
3SP	\$20,570.26(\$114.27922/diem)

**I. 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.)

Tammy Firmin commented on taxes and school administration costs.

**J. EXECUTIVE SESSION** - if required as indicated in items \_\_\_ below. - NONE

21. 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
- 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 \_\_\_\_\_. 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:                      Time: \_\_\_\_\_

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to return to open session.

MV:                      Time: \_\_\_\_\_

**K. ADJOURNMENT**

Motion by Sally Christine, seconded by Anita Smith, to adjourn.

MV:    Unanimous - motion carried                      Time: 8:28 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary