

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**Monday, December 8, 2014**

**7:30 P.M.**

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**COMMITTEE MEETINGS:**

**7:00 pm – Finance & Policy Committee: Smith, Graf, Christine**

Minutes of December 8, 2014

Call to order by President. Time: 7:34 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 and John Trush. In addition Keith Neuhs, Superintendent, Jean Flynn, Board Secretary, and Valerie Mattes, Principal, were also present.

Members absent: Sheila Dempski, Jason Ford, Jude Mohan

2. Motion by Anita Smith, seconded by John Trush, to approve the minutes of November 10, 2014, as presented. MV: Christine abstained, all others voting yes, motion carried.

3. Motion by Anita Smith, seconded by John Trush, to approve the executive session minutes of November 10, 2014, as presented. MV: Tabled

**B. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items) - NONE**

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

**C. PRESENTATIONS:** Keith Neuhs, Superintendent and Valerie Mattes, Principal

***Introduction of New Teachers:***

- Samantha Davey, IMD, and Ashley Piccione, Gr. 1
- Michael Neu, new Principal

**D. SECRETARY'S REPORT**

4. Motion by Sally Christine, seconded by John Trush, to approve the Student Activity, Petty Cash, (November) and Cafeteria Account (October) Reports, as presented. MV: all voting yes, motion carried.

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

6. Motion by Anita Smith, seconded by Sally Christine, to approve the Bills List, as amended, for December 2014. MV: all voting yes, motion carried.

7. Motion by Sally Christine, seconded by John Trush, to approve the Board Secretary's and Treasurer's Reports for the month ending November 30, 2014, as presented. RCV: Graf, Smith, Christine 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.

8. Motion by John Trush, seconded by Anita Smith, to approve Washington Township Board of Education to participate in Alliance for Competitive Telecommunications (ACT) with the Middlesex Regional Educational Services Commission (MRESC) the DRLAP Broadband Component E-Rate Consortium, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

#### **E. SUPERINTENDENT'S REPORT**

9. Motion by Anita Smith, seconded by Sally Christine, to accept, with regret, the resignation for retirement of Suzanne Lee, Teacher, and effective February 1, 2015, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

10. Motion by Sally Christine, seconded by John Trush, to approve Marjorie Levine as a Marzano Evaluator, for the 2014-2015 school year, at a rate of \$125/short observations and \$200/long observations, as recommended by the Superintendent. RCV: Graf, Smith, Christine all voting yes, Trush voting no, motion carried.

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

12. Motion by Anita Smith, second by John Trush, to approve the following field trip for the 2014-2015 school year, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

Kindergarten                      Turtle Back Zoo, West Orange, NJ – May 29, 2014

13. Motion by John Trush, seconded by Anita Smith, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

Q-3<sup>rd</sup> Grade – Natural History Museum, New York, NY – June 12, 2015

Easton Coach Co. (47 passenger)	\$1,150 per bus x 1 bus	Total \$1,150
Easton Coach Co. (55 passenger)	\$1,265 per bus x 1 bus	Total \$1,265
Panorama Tours Inc. (49 passenger)	\$1,105 per bus x 2 buses	Total \$2,210
Starr Tours	(Sold Out)	

14. Motion by Anita Smith, seconded by Sally Christine, to award the contract for the 3<sup>rd</sup> Grade Natural History Museum class trip, NYC as follows, as recommended by the Superintendent. RCV: Graf, Smith, Christine

and Trush all voting yes, motion carried.

Panorama Tours (49 passenger)	\$1,105 per bus x 2 bus	Total \$2,210
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15. Motion by Sally Christine, seconded by John Trush, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

Q-5th Grade – Camden Aquarium, Camden, NJ – May 28, 2015

Easton Coach Co. (47 passenger)	\$1,185 per bus x 2 buses	Total \$2,370
Easton Coach Co. (55 passenger)	\$1,304 per bus x 1 bus	Total \$1,304
Panorama Tours Inc. (55 passenger)	\$1,175 per bus x 2 buses	Total \$2,350
Starr Tours (No Quote)		

16. Motion by Anita Smith, seconded by Sally Christine, to award the contract for the 5<sup>th</sup> Grade Camden Aquarium, Camden, NJ, class trip, as follows, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

Panorama Tours Inc. (55 passenger)	\$1,175 per bus x 2 bus	Total \$2,350
Easton Coach Co. (47 passenger)	\$1,185 per bus x 1 bus	Total \$1,185

17. Motion by Sally Christine, seconded by John Trush, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

Q-6th Grade – Minskoff Theatre, NYC – June 10, 2015

Easton Coach Co. (47 passenger)	\$1,150 per bus x 2 buses	Total \$2,300
Easton Coach Co. (55 passenger)	\$1,265 per bus x 1 bus	Total \$1,265
Panorama Tours Inc. (49 passenger)	\$1,130 per bus x 2 buses	Total \$2,260
Panorama Tours Inc. (55 passenger)	\$1,245 per bus x 1 bus	Total \$1,245
Starr Tours (Sold Out)		

18. Motion by Anita Smith, seconded by Sally Christine, to award the contract for the 6th Grade Minskoff Theatre, NYC, class trip, as follows, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

Panorama Tours Inc. (49 passenger)	\$1,130 per bus x 2 bus	Total \$2,260
Panorama Tours Inc. (55 passenger)	\$1,245 per bus x 1 bus	Total \$1,245

19. Motion by John Trush, seconded by Anita Smith, to accept the NJ fish and Wildlife grant, in the amount of \$750.00 to be used toward the purchase of a new NASP Archery Kit, as recommended by the Superintendent, RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

20. Motion by Anita Smith, seconded by Sally Christine to approve the following clubs for the 2014-15 school year, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

Club	Advisor	Sessions	Rate	Length of Session	Cost
Project Achieve	Susan Maurer	20	\$ 27.00	45 min.	\$405.00

4 <sup>th</sup> Gr. PARCC Club	Laura Hawk/Deb Polhemus	20	\$ 27.00	45 min.	\$810.00
5 <sup>th</sup> Gr. PARCC Club	Michele Mahon	20	\$ 27.00	45 min.	\$405.00
6 <sup>th</sup> Gr. PARCC Club	Pam Casserly/Lisa Galoppo	20	\$ 27.00	45 min.	\$810.00
6 <sup>th</sup> Gr. Computer Coding Club	Lisa Galoppo	8	\$27.00	45 min.	\$162.00

21. Motion by Anita Smith, seconded by Sally Christine, to approve Diana Schott, as a parent volunteer at Brass Castle School, for the 2014-2015, school year, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

22. Motion by Anita Smith, seconded by Sally Christine, 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: Graf, Smith, Christine all voting yes, Trush voting no, motion carried.

23. Motion by Anita Smith, seconded by Sally Christine, to employ Marelin Benitez, as a part-time custodian, salary to be \$10.50 per hour, effective December 4, 2014, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

#### **F. PRINCIPAL'S REPORT**

#### **G. TECHNOLOGY REPORT**

#### **H. CORRESPONDENCE - None**

#### **I. COMMITTEE REPORTS**

##### **Finance & Policy Committee:**

24. Motion by Sally Christine, seconded by Anita Smith, to approve the second reading and adoption of Policy Alert #203, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

24a. Motion by Anita Smith, seconded by Sally Christine, to approve maternity leave, for Jennifer Borusovic, anticipated last day to be Tuesday, March 17, 2015 and anticipated returning to work November 2, 2015, using sick days, disability insurance, the Federal Family and Medical Leave Act and the New Jersey Family and Medical Leave Act, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

24b. Motion by Sally Christine, seconded by Anita Smith, to accept, with regret, the resignation of Sheila Dempski, Board Member, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

**J. PUBLIC QUESTIONS AND DISCUSSION** - old and/or new business (The public may speak for three (3) minutes on non-agenda items, unless they have requested to be on the agenda.) - NONE

**K. EXECUTIVE SESSION** - if required as indicated in items a, b, i below. - TABLED

25. 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 Matters rendered confidential by Federal Law, State Law, or Court Rule, 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.

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

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

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

27. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to accept HIB incident BC-11-24-14, as recommended by the Superintendent. RCV: - TABLED

28. Motion by Anita Smith, seconded by Sally Christine, to approve home instruction as follows, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

- Joan Pare for student #11755, up to 10 hours of home instruction per week, at a rate of \$30.00 per hour.
- Samantha Davey for student #11417, up to 10 hours of home instruction per week, at a rate of \$30.00 per hour.

29. Motion by Anita Smith, seconded by Sally Christine, to approve Cynthia Daniel, as a Paraprofessional, Step 1 + ABA, for the 2014-2015 school year, salary to be at an hourly rate of \$14.30, effective December 9, 2014, as recommended by the Superintendent. RCV: Graf, Smith, Christine and Trush all voting yes, motion carried.

Sally Christine left at 8:15 p.m. prior to NJASK presentation.

**L. 2<sup>nd</sup> PRESENTATION:** Keith Neuhs, Superintendent

- New Jersey ASK 2014 Presentation

## **M. ADJOURNMENT**

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

MV: Unanimous motion carried                      Time: 9: 20p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary