

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, April 27, 2015

7:30 p.m.

Minutes of April 27, 2015

Call to order by President.

Time: 7:31p.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 January 15, 2015 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, Joseph Armstead, Jude Mohan, and John Trush. In addition Keith T. Neuhs, Superintendent, Jean Flynn, Board Secretary, and Valerie Mattes, Principal and Michael Neu, Principal, were also present.

Members absent: Sally Christine, Lauren Schlaffer

Motion by Anita Smith, seconded by Joseph Armstead, to approve the minutes of March 16, 2015, as amended. MV: All voting yes, Mohan abstained, motion carried.

Motion by John Trush, seconded by Anita Smith, to approve the executive session minutes of March 16, 2015, as presented. MV: All voting yes, Mohan abstained, motion carried.

B. PUBLIC HEARING

- a. As per Public Law 6A:23-8-1 each school district shall present a proposed budget for the upcoming school year.

Motion by Jude Mohan, seconded by Anita Smith, to adopt the proposed budget of the Washington Township Board of Education for the 2015-2016 school year as follows: RCV: Graf, Smith, Armstead, Mohan all voting yes, Trush voting no, motion carried.

| | |
|-----------------------|-------------|
| General Fund | \$8,584,678 |
| Special Revenue Fund | \$ 256,000 |
| Total Base Budget | \$8,840,678 |
| | |
| General Fund Tax Levy | \$5,843,253 |

Motion by John Trush, seconded by Anita Smith, to requisition the 2015-2016 Tax Levy according to the following schedule: RCV: Graf, Smith, Armstead, Mohan all voting yes, Trush voting no, motion carried.

| <u>2015-2016 Tax Levy</u> | <u>General Fund</u> |
|---------------------------|------------------------|
| July 1, 2015 | \$1,460,813.25 |
| October 1, 2015 | \$1,460,813.25 |
| January 1, 2015 | \$1,460,813.25 |
| March 1, 2015 | \$1,460,813.25 |
| | |
| Totals | <u>\$ 5,843,253.00</u> |

C. PUBLIC QUESTIONS AND DISCUSSION (agenda items) - NONE

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

D. SECRETARY'S REPORT

Motion by Anita Smith, seconded by John Armstead, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending March 31, 2015, as presented. MV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Jude Mohan, to approve the line item transfers, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, and Mohan all voting yes, Trush abstained, motion carried.

Motion by Jude Mohan, seconded by John Trush, to approve the Bills List for April 2015, MV: All voting yes, motion carried.

Motion by John Trush, seconded by Anita Smith, to approve the Board Secretary's and Treasurer's Reports for the month ending March 31, 2015, as presented. RCV: Graf, Smith, Armstead, and Mohan, 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.

E. SUPERINTENDENT'S REPORT

Motion by Anita Smith, seconded by Joseph Armstead, to approve the following substitutes for the 2014-2015 school year, upon completion of employment requirements, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

Teacher/Paraprofessional: Stacey Brands, Courtney Dunn, Maureen Garrecht, Caitlin McMekin and Christine Van Orman
Paraprofessional: Leslie Chernykh, Michelle Warburton

Motion by Joseph Armstead, seconded by Jude Mohan, to accept, with regret, the resignation for retirement of Sharon App, paraprofessional, effective July 1, 2015, as recommended by the Superintendent: RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by John Trush, to accept, with regret, the resignation of Beth Pomeroy, teacher, effective June 30, 2015, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

Motion by John Trush, seconded by Anita Smith, to approve Nicole Cancelliere, as a volunteer tutor for the Brass Castle Homework Club, under the supervision of Linda Watters, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

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

Motion by Joseph Armstead, seconded by Jude Mohan, to move the August 17, 2015 board meeting to August 24, 2015, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

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

Q-2nd Gr. – Franklin Institute Science Museum, Philadelphia, PA – May 1, 2015

| | | |
|---------------------------------|--------------------|---------------|
| • Easton Coach (47 passenger) | \$1, 185 x 2 buses | Total \$2,370 |
| • Panorama Tours (49 passenger) | \$1, 095 x 2 buses | Total \$2,190 |
| • Starr Tours | Sold Out | |

Motion by John Trush, seconded by Anita Smith, to award the contract for the Q-2nd grade Franklin Institute Science Museum, Philadelphia, PA class trip, as follows, as recommended by the Superintendent: RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

| | | |
|-------------------------------|-----------------|---------------|
| Panorama Tours (49 passenger) | 1,095 x 2 buses | Total \$2,190 |
|-------------------------------|-----------------|---------------|

Motion by Anita Smith, seconded by Joseph Armstead, to approve a memorandum of agreement between the Warren County Special Services School District and Washington Township School District to provide a Behavioral Specialist, (BCBA certified) on an hourly basis for the 2015-2016 school year, at a rate of \$95.00 per hour, effective July 1, 2015- June 30, 2016, as recommended by the Superintendent. (WCSSSD presently provides ABA Services to WHRHSD) RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Jude Mohan, to approve the operation of an Extended School Year Program from July 6, 2015 through July 31, 2015 and Summer Academic Sessions from July 13, 2015 through July 31, 2015 as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to approve the following personnel for the 2015-2016 Extended School Year Program – July 6, 2015 – July 31, 2015, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

| Staff Member | Position | Rate |
|--|--------------------------|-------------|
| Sarah Baratta-IMD Class | Teacher | \$38.13 |
| Rebecca Grochowicz-Grades 4, 5, 6 | Teacher | \$38.13 |
| Kara Lisk-Grades 1, 2, 3 | Teacher | \$38.13 |
| Colleen O'Rourke-Primary MD Class | Teacher | \$38.13 |
| Joan Pare-PS/PK | Teacher | \$38.13 |
| Dana Heath-Personal Aide/ABA Trained | Paraprofessional | \$15.55 |
| Barb Pierson-Personal Aide/ABA Trained | Paraprofessional | \$15.30 |
| Kerri Smith-Personal Aide/ABA Trained | Paraprofessional | \$17.45 |
| Karen War-Personal Aide/ABA Trained | Paraprofessional | \$15.55 |
| Jodie Frankle-Personal Aide | Paraprofessional | \$14.30 |
| Colleen Morea-Personal Aide/Diag-ABA Trained | Paraprofessional | \$20.40 |
| Renee Seiz-Shared Aide/ABA Trained | Paraprofessional | \$18.40 |
| Sherri Mecca-Personal Aide/ABA Trained | Paraprofessional | \$15.30 |
| Nancy Krukowski-Classroom Aide | Paraprofessional | \$16.95 |
| Jesse Kyle-Speech/Language | Speech/Language | \$38.13 |
| Katherine Ferrara | Occupational Therapy | \$73.00 |
| Children's Therapy Services-Michelle DeSanto | Physical Therapy | \$99.30 |
| Erika Hill | Behavior Interventionist | \$36.87 |
| Kathryn Wikander | Nurse | \$38.13 |

| | | |
|-----------------|------------------------------|---------|
| Joanne Mitch | Teacher Substitute | \$38.13 |
| Dawn Nisivoccia | Teacher Substitute | \$38.13 |
| Amy Van Kirk | Nurse Substitute | \$38.13 |
| Nicole Smith | Speech Specialist Substitute | \$38.13 |

Motion by Joseph Armstead, seconded by Anita Smith, to approve the following personnel for the Summer Academic Program – July 13, 2015 –July 31, 2015, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

| Staff Member | Position | Rate |
|---------------------|------------------|-------------|
| Susan Graham | Teacher | \$38.13 |
| Tonilynn Melhem | Teacher | \$38.13 |
| Susan Peterson | Teacher | \$38.13 |
| Pamela Slack | Teacher | \$38.13 |
| Colleen Mattei | Paraprofessional | \$16.95 |
| Theresa Nanius | Paraprofessional | \$15.45 |

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

ESY STUDENTS 2015

ID#: 14-08, 13-02, 15-02, 15-06, 15-03, 15-07, 10-02, 13-03, 10-23, 12-23, 11-12, 12-02, 11-14, 10-21, 10-12, 15-01, 14-14, 15-11, 10-05, 08-32, 10-14, 09-37, 08-63, 09-16, 09-2, 08-12, 09-47, 12-09

Motion by Anita Smith, seconded by Joseph Armstead, to approve summer hours for the following staff to service students who transfer in the district from July 1, 2015 to August 31, 2015, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

| | | |
|--------------------------------|---|----------------------|
| Lynn Hardcastle, Social Worker | - | not to exceed 5 days |
| Elaine Giaimo, LDTC | - | not to exceed 5 days |
| Jesse Kyle, Speech | - | not to exceed 5 days |
| Catherine Proulx, Psychologist | - | not to exceed 5 days |

Motion by Anita Smith, seconded by Joseph Armstead, to apply the Clean Communities Grant for 2015, in the amount of \$800.00. Grant monies will fund the Grade 5 Musconetcong Watershed Program scheduled for each September, this grant), as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

F. PRINCIPAL'S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

- Letter from Ostrander Family

I. COMMITTEE REPORTS

Facilities Committee:

- Bus Evacuation Drill was held at Brass Castle and Port Colden Schools on April 21, 2015.

Motion by Jude Mohan, seconded by John Trush, authorizing the Business Administrator/Board Secretary to solicit bids for Special Ed transportation for the 2015-2016 school year, as necessary, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to accept the following quotes for the removal (VAT Abatement) and replacement for Brass Castle School gymnasium floor, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

| | | |
|-------------------------|--------------|-------------|
| Rug & Floor Store, Inc. | Removal | \$ 9,700.00 |
| | Installation | \$15,042.82 |
| | Total | \$28,100.00 |
| The Gillespie Group | Removal | \$12,015.00 |
| | Installation | \$12,052.50 |
| | Total | \$24,067.50 |
| Washington Flooring | Installation | \$16,517.28 |
| | Removal | N/A |

Motion by Jude Mohan, seconded by Joseph Armstead, to award the contract for removal (VAT Abatement) and replacement for Brass Castle School gymnasium floor, as follows, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

- The Gillespie Group – Removal & Installation - Total \$24,067.00

Motion by Jude Mohan, seconded by John Trush, to accept the following quotes for the removal and replacement of the concrete pad behind the Brass Castle School gymnasium/media center, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

| | | |
|--------------------|----------|-------------|
| P. Brislin Masonry | Partial | \$14,400.00 |
| | Full | \$19,200.00 |
| Librizzi Masonry | Partial | \$ 6,800.00 |
| | Full | \$15,200.00 |
| B&D Concrete | No Quote | |

Motion by Jude Mohan, seconded by Anita Smith, to award the contract for the removal and replacement of the concrete pad behind the Brass Castle School gymnasium/media center, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

- Librizzi Masonary – Removal & Replacement – Total \$15,200.00

Education Committee:

Motion by Anita Smith, seconded by Joseph Armstead, to approve the 2015-2016 Washington Township school district calendar, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to approve the following field trip for the 2014-2015 school year, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan and Trush all voting yes, motion carried.

- Preschool – Warren Hills High School, Food for America Project, April 29, 2015 (rain date) April 30, 2015.

J. PUBLIC QUESTIONS AND DISCUSSION - old and/or new business - NONE

(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 g & h below.

Motion by Anita Smith, seconded by Joseph Armstead, 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 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: unanimous – motion carried Time: 9:15 p.m.

Motion by Jude Mohan, seconded by Joseph Armstead, to return to open session.

MV: unanimous – motion carried Time: 9:37 p.m.

L. ADJOURNMENT

Motion by Jude Mohan, seconded by John Trush, to adjourn.

MV: unanimous – motion carried Time: 9:37 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary