

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**Monday, November 9, 2015 - 7:30 P.M.**

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**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 January 15, 2015, to The Star Gazette and the Clerk of Washington Township.

Flag Salute

Roll Call: Karen Graf, President  
Anita Smith, Vice President  
Joseph Armstead  
Sally Christine  
Jude Mohan  
Lauren Schlaffer  
John Trush

2. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the minutes of October 19, 2015, as presented. MV:
3. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the executive minutes of October 19, 2015, as presented. MV:

**B. PUBLIC HEARING:**

a. As per Public Law 18A:23-1 the Board of Education of every school district shall cause an annual audit of the district's accounts and financial transactions to be made by a public school accountant employed by it, which audit shall be completed no later than 4 months after the end of the school fiscal year.

- Audit and CAFR presentation by Anthony Ardito, Auditor

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to accept the Comprehensive Annual Financial Report of Administrative Findings Financial Compliance and Performance, for the fiscal year ended June 30, 2015, and note that there were no audit recommendations. RCV:

**C. PUBLIC QUESTIONS & DISCUSSIONS: (Agenda Items)**

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

**D. SECRETARY'S REPORT:**

5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Student Activity, Petty Cash and Cafeteria account reports for the month ending October 31, 2015, as presented. MV:

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the line item transfers, as recommended by the Superintendent. RCV:

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Bills List for November 2015. MV:

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Board Secretary's and Treasurer's Reports for the month ending October 31, 2015, 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.

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

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve submission of New Jersey Quality Single Accountability (QSAC) "Statement of Assurance" (SOA), as recommended by the Superintendent. RCV:

10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the submission of the New Jersey Quality Single Accountability Continuum (QSAC) "District Performance Review" (DPR) tally sheets to the State of New Jersey, as recommended by the Superintendent. RCV:

11. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the out-of-district staff development workshops, as recommended by the Superintendent. RCV:

12. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following substitutes for the 2015-2016 school year, pending satisfactory completion of employment requirements. RCV:

- Nicole Cally – Teacher/Paraprofessional
- Renaye Wimmer – Teacher/Paraprofessional
- Raymond Gardner - Custodian

13. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Cheryl Campbell, as a Long Term Substitute, Step 1 BA salary to be \$46,913 (prorated), effective November 10, 2015, as recommended by the Superintendent. RCV:

14. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept a request by Dawn Harper for maternity/disability leave of absence (NJFMLA), effective on or about January 4, 2016, and request Child Rearing Leave through June 30, 2016, and return to work on September 1, 2016, as recommended by the Superintendent. RCV:

15. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept a request by Marelin Benitez, for maternity leave, effective on or about November 13, 2015, \_\_\_\_\_ as recommend by the Superintendent. RCV:

16. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to appoint Maryann Briede, as Transportation Office Assistant, at the rate of \$14.00 per hour, 5 hours per day (not to exceed 30 hours per week), effective November 10, 2015 through June 30, 2016, as recommended by the Superintendent. RCV:

17. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve David Lance, a student at Centenary College, as a student teacher, at Brass Castle School, with Laura Hawk and at Port Colden School with Kara Lisk, spring 2016 placement, as recommended by the Superintendent. RCV:

18. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a professional services contract with The JDM Group, for Informational Technology Services for the 2015-2016 school year, effective November 1, 2015 to June 30, 2016, in the amount of \$4,000 per month, as recommended by the Superintendent. RCV:

19. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following field trips for the 2015-2106 school year, as recommended by the Superintendent: RCV:

- Brass Castle School – MD: Grades 2 & 3– November 24, 2015
- Hawk Pointe – 5<sup>th</sup> Gr. Chorus – December 2, 2015

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

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

#### **H. CORRESPONDENCE:**

- SAIF (School Alliance Insurance Fund) Letter

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

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

20. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve for second reading and adoption of the following polices/regulations, as recommended by the Superintendent. RCV:

- P3322/P4322 - Member's Use of Personal Cellular Telephones/Other Communication Devices (revised)
- P&R 5330 - Administration of Medication (M) (revised)
- P5339 - Screening for Dyslexia (M) (revised)
- P5615 - Suspected Gang Activity (revised)
- P5756 - Transgender Students (revised)
- P8540 - School Nutrition Programs (revised)
- R8540 - Free and Reduced Rate Meals (abolished)
- P8550 - Outstanding Food Service Charges (new)

21. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to accept the ExxonMobil Foundation Volunteer Grant, in the amount of \$1,000, awarded to the Washington Township Board of Education, in recognition of volunteer hours by Fred Graf, as recommended by the Superintendent. RCV:

22. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the 2015-2016 New Jersey Non Public School Nursing Funds of \$9,270 (Washington Township \$7,560 and Warren Hills \$1,710) representing a maximum \$90 entitlement per student to provide nursing services as set forth in the Annual Nonpublic School Nursing Report Form for the 2015-2016 School Year. Lisa J. Marshall, RN is contracted to provide services, as recommended by the Superintendent. RCV:

23. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the submission of the 2016 IDEA Amendment 1 (Amendment 1 is to carry-over 2014-2015 unused funds – these funds total \$13,220, \$10,202 is related to Non-Public Professional Services unspent), as recommended by the Superintendent. RCV:

**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.)

**K. EXECUTIVE SESSION** - if required as indicated in items g, h, & i

24. 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 pending or anticipated litigation, attorney-client privilege 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: \_\_\_\_\_

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

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

#### **L. ADJOURNMENT**

26. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn.

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