

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, December 14, 2015

7:30 P.M.

COMMITTEE MEETINGS:

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 November 9, 2015, as presented. MV:
3. Motion by _____, seconded by _____, to approve the executive session minutes of November 9, 2015, as presented. MV:

B. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items)

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

- New Jersey PARCC Testing Presentation

D. SECRETARY'S REPORT

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:
5. Motion by _____, seconded by _____, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports, 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 December 2015. MV:
8. Motion by _____, seconded by _____, to approve the Board Secretary's and Treasurer's Reports for the month ending November 30, 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 accept, with regret, the resignation for retirement of Elizabeth Burkat, Teacher, effective June 30, 2016, as recommended by the Superintendent: RCV:

10. Motion by _____, seconded by _____, to accept, with regret, the resignation for retirement of Toni Lynn Melhem, Teacher, effective June 30, 2016, as recommended by the Superintendent: RCV:

11. Motion by _____, seconded by _____, to accept, with regret, the resignation for retirement of Linda Watters, Teacher, effective June 30, 2016, as recommended by the Superintendent: RCV:

12. Motion by _____, seconded by _____, to approve Michele Wilkinson, as a Long Term Substitute, Step 1 BA salary to be \$46,913 (prorated), effective January 4, 2016, (pending completion of employment requirements), as recommended by the Superintendent. RCV:

13. Motion by _____, seconded by _____, to approve the following substitutes for the 2015-2016 school year, upon completion of employment requirements, as recommended by the Superintendent. RCV:

Michele Wilkinson/Teacher
Nurse/Teacher/Paraprofessional: Rosemary Brockman
Paraprofessional: Maria Pazmino
Custodian: Shawn Leggio

14. Motion by _____, seconded by _____, to approve Pamela Casserly, as a Homework Club substitute, at a rate of \$30.00 per hour, as recommended by the Superintendent. RCV:

15. Motion by _____, seconded by _____, to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV:

16. Motion by _____, seconded by _____, to approve the following field trip for the 2015-2016 school year, as recommended by the Superintendent. RCV:

- White Township School - 6th Grade Archery Team

17. Motion by _____, seconded by _____, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV:

Q-3rd Grade – NYC Museum of Natural History, New York, NY

Easton Coach Company (55 passenger)	sold out		
Panorama Tours Inc. (49 passenger)	\$1,150 per bus x 2 buses	Total	\$2,300
Starr Tours (56 passenger)	\$1,350 per bus x 2 buses	Total	\$2,700

18. Motion by _____, seconded by _____, to award the contract for the 3rd Grade NYC Museum of Natural History, New York, NY, class trip, as follows, as recommended by the Superintendent. RCV:

Panorama Tours Inc. (49 passenger)	\$1,150 per bus x 2 buses	Total \$2,300
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19. Motion by _____, seconded by _____, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV:

Q-5th Grade – Battleship NJ, Adventure Aquarium, Camden, NJ

Easton Coach Company (55 passenger)	\$1,315 per bus x 2 buses	Total \$2,630
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Panorama Tours Inc. (55 passenger)	no quote	
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Starr Tours (55 passenger)	no quote-sold out	
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20. Motion by _____, seconded by _____, to award the contract for the 5th Grade Battleship NJ, Adventure Aquarium class trip, as follows, as recommended by the Superintendent. RCV:

Easton Coach Company	\$1,315 per bus x 2 buses	Total \$2,630
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F. PRINCIPAL'S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE:

- Letter from Elizabeth Burkat
- Letter from Toni Lynn Melhem
- Letter from Linda Watters
- Letter to Karen Graf

I. COMMITTEE REPORTS

Finance & Policy Committee:

21. Motion by _____, seconded by _____, to approve the first reading of the following policies/regulations, policy alert 207, as recommended by the Superintendent. RCV:

- P&R 1240 Evaluation of Superintendent
- P&R 3221 Evaluation of Teachers
- P&R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators
- P&R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals and Assistant Principals
- P&R 3224 Evaluation of Principals, Vice Principals and Assistant Principals
- P 3431.1 Family Leave
- P 4431.1 Family Leave
- P 5337 Service Animals
- P 5516 Use of Electronic Communication and Recording Devices

22. Motion by _____, seconded by _____, to enter into the Inter-local Service Agreement between the Township of Washington and the Washington Township Board of Education for the Township to provide lawn mowing service to the Board of Education from January 1, 2016 through December 31, 2018, at a cost of \$3,500 per year, 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 h below.

23. 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 Attorney-client privilege. 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: _____

L. ADJOURNMENT

24. Motion by _____, seconded by _____ to adjourn.

MV: Time: _____