

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**BOARD RE-ORGANIZATION AND REGULAR MEETING**

Monday, January 4, 2016

7:30 p.m.

Minutes of January 4, 2016

The Washington Township Board of Education met on Monday, January 4, 2016, at 7:37 p.m. for their Reorganization and Regular meeting.

The meeting was called to order by Jean Flynn at 7:37 p.m. Mrs. Flynn 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, and to the Clerk of Washington Township.

Members in attendance were Joseph Armstead (8:06 p.m.), Karen Graf, Jude Mohan, Lauren Schlaffer, Anita Smith and John Trush. In addition Keith T. Neuhs, Superintendent, Jean Flynn, Board Secretary, Jessica Garcia, and Michael Neu, Principals were also present.

Members absent: None

Motion by Jude Mohan, seconded by John Trush, to appoint Jean Flynn, Board Secretary, as temporary chair to conduct election, as recommended by the Superintendent. RCV: Graf, Mohan, Schlaffer, Smith and Trush, all voting yes – motion carried.

Results of the Election held on November 3, 2015 were as follows:

Joseph Armstead	-	348	
Kimberley Morris-		395	
Anita Smith	-	348	
John Trush	-	377	
Write-ins	-	21	(3 yr. term) 2 (1 yr. term)

Administering the Oath of Office to the new elected Board Members. (Newly elected Board Members sign the Oath of Office). Joseph Armstead arrived to the meeting and was administered the Oath of Office. The Oath of Office will be administered to Kimberley Morris at the February 8, 2016 board meeting.

<u>3 Year Term</u>	<u>1 Year Term</u>
Joseph Armstead	Kimberley Morris
Anita Smith	
John Trush	

Roll Call:	Joseph Armstead (8:06 p.m.)	Keith T. Neuhs, Superintendent
	Karen Graf	Jean Flynn, Board Secretary
	Jude Mohan	
	Lauren Schlaffer	
	Anita Smith	
	John Trush	

Flag Salute

**B. RE-ORGANIZATION MOTIONS:**

Board Secretary requests nominations for President.

Motion by Jude Mohan, seconded by Anita Smith, nominated Karen Graf for President. Are there any other nominations? (Following the close of nominations). RCV: Graf, Mohan, Schlaffer, Smith and Trush all voting yes, motion carried.

#### **NEWLY ELECTED PRESIDENT ASSUMES CHAIR.**

President requests nominations for Vice-President.

Motion by Jude Mohan, seconded by Lauren Schlaffer, nominated Anita Smith for Vice-President. Are there any other nominations? (Following the close of nominations.) RCV: Graf, Mohan, Schlaffer, Smith and Trush all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Jude Mohan, to adopt the following 2016-2017 calendar of board meetings for the Washington Township Board of Education: RCV: Graf, Mohan, Schlaffer, Smith and Trush all voting yes, motion carried.

#### REGULAR MEETINGS FOR 2016-2017

January	4	(1 <sup>st</sup> Monday) - Board Re-organization & Regular - Public Hearing on EVVRS/HIB Reports
February	8	
March	14	
April	25	(4 <sup>th</sup> Monday) – Public Hearing on Budget
May	9	2016-2017 Annual School Appointment and Adoptions
June	13	(2 <sup>nd</sup> Monday)
July	18	(3 <sup>rd</sup> Monday) Public Hearing on EVVRS/HIB Reports
August	22	(4 <sup>th</sup> Monday)
September	12	
October	17	(3 <sup>rd</sup> Monday) - Public Hearing of Nurses Service Plan
November	14	Public Hearing on Audit
December	12	
January	4	(Wednesday) - Board Re-organization & Regular - Public Hearing on EVVRS/HIB Reports

Board President appointed Karen Graf and Lauren Schlaffer, alternate, as Delegate to the New Jersey School Boards Association.

Board President appointed John Trush and Anita Smith, alternate, to the Warren County School Boards Association.

Board President appointed Anita Smith as Legislative delegate.

Motion by Jude Mohan, seconded by John Trush, to approve the minutes of December 14, 2015 as presented. MV: Graf, Mohan, Smith and Trush all voting yes, Schlaffer abstained, motion carried.

Motion by John Trush, seconded by Anita Smith, to approve the executive session minutes of December 14, 2015 as presented. MV: Graf, Mohan, Smith and Trush all voting yes, Schlaffer abstained, motion carried.

#### **C. 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.

#### **D. PUBLIC HEARINGS:**

##### a. Violence and Vandalism and Substance Abuse

As per Public Law 6A:16-5.3, each school district shall report incidents of violence, vandalism and substance abuse two times per year. Those incidents shall also be reported between September 1, 2015

to December 31, 2015, to the NJ Department of Education via the department's Electronic Violence and Vandalism Reporting System (EVVRS).

*As reported to the Department of Education, there was one incident of violence, vandalism or substance abuse during the 2015/2016 school year for the period ending December 31, 2015.*

Motion by Anita Smith, seconded by Lauren Schlaffer, to accept the Bi-Annual Report of Violence and Vandalism dated December 31, 2015, as recommended by the Superintendent. RCV: Graf, Mohan, Schlaffer, Smith and Trush all voting yes, motion carried.

b. Harassment, Intimidation and Bullying

As per Public Law N.J.S.A.18A:7E-3, each school district shall report incidents of harassment, intimidation or bullying two times per year. Those incidents shall also be reported between September 1, 2015 to December 31, 2015, to the NJ Department of Education via the department's Harassment, Intimidation or Bullying Reporting System (HIB).

*As reported to the Department of Education, there was no incidents of harassment, intimidation or bullying during the 2015/2016 school year for the period ending December 31, 2015.*

Motion by Lauren Schlaffer seconded by Jude Mohan, to accept the Bi-Annual Report of Harassment, Intimidation and Bullying, dated December 31, 2015, as recommended by the Superintendent. RCV: Graf, Mohan, Schlaffer, Smith and Trush all voting yes, motion carried.

## **E SECRETARY'S REPORT**

- B1 & B2 Schedules (provided to the public)

## **F. SUPERINTENDENT'S REPORT**

Motion by Anita Smith, seconded by John Trush, to accept, with regret, the resignation, for retirement, of Paul Piccotti, Facilities Coordinator, effective June 30, 2016, as recommended by the Superintendent: RCV: Graf, Mohan, Schlaffer, Smith and Trush all voting yes, motion carried.

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

## **G. PRINCIPAL'S REPORTS**

## **H. TECHNOLOGY/CURRICULUM REPORT**

## **I. CORRESPONDENCE**

- Letter from Paul Piccotti

## **J. COMMITTEE REPORTS**

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

Motion by seconded by Jude Mohan, seconded by Lauren Schlaffer, to approve the second reading and adoption of the following policies/regulations, policy alert 207, as recommended by the Superintendent. RCV: Graf, Mohan, Schlaffer, Smith and Trush all voting yes, motion carried.

- P&R 1240 Evaluation of Superintendent
- P&R 3221 Evaluation of Teachers
- P&R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and

- P&R 3223 Administrators  
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

Motion by Jude Mohan, seconded by Lauren Schlaffer, to approve the first reading of the following policy, as recommended by the Superintendent. RCV: Graf, Mohan, Schlaffer, Smith and Trush all voting yes, motion carried.

- P0142.1 Nepotism

**K. 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.)

Linda Riess, Kimberly Healey and Bridgit Asbury discussed Board Policy 5331 – Management of Life-Threatening Allergies in Schools. Policy committee will review and will report back to Board.

Joseph Armstead arrived to meeting – 8:06 p.m.

**L. EXECUTIVE SESSION** - if required as indicated in items g & h below.

Motion by Anita Smith, seconded by Jude Mohan, 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 and 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: unanimous, motion carried Time: 8:17 p.m.

Motion by Jude Mohan, seconded by John Trush, to return to open session.

MV: unanimous, motion carried Time: 8:25 p.m.

Joseph Armstead was administered the Oath of Office by Jean Flynn.

- Audit Presentation (8:30 pm) - Anthony Ardito, Ardito & Company, LLP

#### **M. ADJOURNMENT**

Motion by Jude Mohan, seconded by Anita Smith, to adjourn.

MV: unanimous, motion carried                      Time: 8:54 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary