

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, February 8, 2016

7:30 p.m.

Minutes of February 8, 2016

Call to order by President.

Time: 7:30 p.m.

The meeting was called to order by Karen 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, 2016, to The Express Times, The Star Gazette and to the Clerk of Washington Township.

Flag Salute

Jean Flynn Administered the Oath of Office to new board member, Kimberley Morris.

Members present were: Karen Graf, President, Anita Smith, Vice President, Joseph Armstead, Kimberley Morris and John Trush. In addition Keith T. Neuhs, Superintendent, Jean Flynn, Board Secretary, and Jessica Garcia, Principal were also present. Michael Neu, Principal was absent.

Members absent: Jude Mohan and Lauren Schlaffer

Motion by Joseph Armstead, seconded by Anita Smith, to approve the minutes of January 4, 2016 as presented. MV: all voting yes, Morris abstained, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to approve the executive session minutes of January 4, 2016 as presented. MV: all voting yes, Morris abstained, motion carried.

B. PRESENTATION: Teacher of the Year 2015-2016

- Christine Drevitch – Brass Castle School
- Susan Graham – Port Colden School

C. PUBLIC QUESTIONS & DISCUSSIONS (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 Trush to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending December 31, 2015 and January 31, 2016, as presented. MV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Anita Smith, to approve the line item transfers, as recommended by the Superintendent. RCV: Graf, Smith, Armstead and Morris all voting yes, Trush voting no, motion carried.

Motion by Joseph Armstead, seconded by Anita Smith, to approve the Bills List for January and February 2016. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to adopt the following Resolution to Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

WHEREAS, NJSA 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget times or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.

WHEREAS, the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account any time during the year by resolution, and

WHEREAS, the Washington Township Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund for the following:

\$20,000 for Maintenance Accounts for Brass Castle and Port Colden

WHEREAS, according to 6A:23A-14.2E, the Washington Township Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the Board Secretary and Treasurer's Reports for the month ending December 31, 2015 and January 31, 2016, as presented. RCV: Graf, Smith, Armstead and Morris, 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 2015-2016 school year, upon completion of employment requirements, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

Teacher/Paraprofessional – John Amey and Jerry Turner
Nurse – Ellen Garzon

Motion by Anita Smith, seconded by Joseph Armstead, to approve Sophia Georgoutsos, as a Paraprofessional, Step 1, for the 2015-2016 school year, salary to be at an hourly rate of \$12.30, not to exceed 30 hours per week, effective, February 8, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

Motion by John Trush, seconded by Joseph Armstead, to accept, with regret, the resignation of Anthony Sbriscia, part-time maintenance, effective February 15, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve Julianna Ryden a student at Warren County Community College, to observe 20 hours in Whitney Nalepa's classroom, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

Motion by Kimberley Morris, seconded by John Trush, to approve Emily Handley, a student at Warren County Community College, to observe 20 hours in Gina Renner's classroom, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

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

Q-2nd – The Franklin Institute, Philadelphia PA – 5/5/2016

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|--------------------------------------|---------------------------|
| • Panorama Tours Inc. (49 passenger) | 2 buses x 1,095 = \$2,190 |
| • Easton Coach Inc. (47 passenger) | 2 buses x 1,150 = \$2,300 |
| • Starr Tours Inc. (56 passenger) | 2 buses x 1,525 = \$3,050 |

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

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| • Panorama Tours Inc. | 2 buses x 1,095 | Total: \$2,190 |
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Motion by Anita Smith, seconded by Kimberley Morris, to accept the quotes the following class trip, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

Q-6th – Minskoff Theatre, New York, NY – 5/18/2016

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| • Panorama Tours Inc. (49 passenger) (55 passenger) | 2 buses x 1,200 = \$2,400 |
| | 1 bus x 1,320 = \$1,320 |
| | Total = \$3,720 |
| • Easton Coach Inc. (55 passenger) | 3 buses x 1,350 = \$3,945 |
| • Star Tours Inc. | No Quote |

Motion by Kimberley Morris, seconded by Anita Smith, to award the contract for the Q-6th grade, The Minskoff Theatre, New York, NY, class trip, as follows, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

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| • Panorama Tours Inc. | 2 buses x 1,200 and 1 bus x 1,330 = \$3,720 |
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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, Morris and Trush all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Anita Smith, to approve the following field trip, for the 2015-2016 school year, as recommended by the Superintendent. (the class will walk to their destination) RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

- 4th Grade – Mrs. Watters' Class – Mary Apgar Center, March 22, 2016

Motion by Anita Smith, seconded by Joseph Armstead, to approve the following Resolution/Waiver of Requirements, Special Education Medicaid Initiative (SEMI) Program, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2016-17 school year, and;

Whereas, the Washington Twp. Board of Education desires to apply for this waiver due to the

fact that it projects having fewer than forty (40) allowable Medicaid eligible classified students for the 2016-17 budget year.

Now Therefore Be It Resolved, that the Washington Twp. Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Warren an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2016-17 school year.

Motion by John Trush, seconded by Anita Smith, to request approval from the Warren County Office of Education to eliminate the Multiple Disabilities Program, Brass Castle School, for the 2016-2017 school year, as per the New Jersey State Department of Education, and in accordance with New Jersey Administrative Code (N.J.A.C.) 6A:14, Special Education and N.J.A.C. 6A:26, Educational Facilities, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to request approval from the Warren County Office of Education to establish a Learning/Language Disabilities Program, Brass Castle School, for the 2016-2017 school year, as per the New Jersey State Department of Education, and in accordance with New Jersey Administrative Code (N.J.A.C.) 6A:14, Special Education and N.J.A.C. 6A:26, Educational Facilities, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

F. PRINCIPAL'S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE –None

I. COMMITTEE REPORTS

Finance & Policy Committee:

Motion by Joseph Armstead, seconded by Anita Smith, to approve the second reading and adoption of the following policy, as recommended by the Superintendent, RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

- P0142.1 Nepotism

J. PUBLIC QUESTIONS AND DISCUSSION - old and/or new business

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

Kimberly Healy and Bridget Asbury discussed administrative decisions for food served at school celebrations.

K. EXECUTIVE SESSION - if required as indicated in items, a & b 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

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 and Individual privacy. 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. Anticipated action on HIB incident.

MV: unanimous, motion carried

Time: 9:12 p.m.

Motion by Anita Smith, seconded by Joseph Armstead, to return to open session.

MV: unanimous, motion carried

Time: 9:18 p.m.

Motion by, Anita Smith, seconded by Kimberley Morris, to accept HIB Incident, PC1192016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush, all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to approve the following substitute for the 2015-2016 school year, upon completion of employment requirements, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Morris and Trush all voting yes, motion carried.

- Alexis Jones – Teacher/Paraprofessional

L. ADJOURNMENT

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

MV: unanimous, motion carried

Time: 9:19 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary