

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, April 25, 2016

7:30 p.m.

Minutes of April 25, 2016

Call to order by President.

Time: 7:31 pm

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 Star Gazette, The Express Times, and to the Clerk of Washington Township.

Flag Salute

Members in attendance were Karen Graf, Anita Smith, Joseph Armstead, Jude Mohan, Kimberley Morris, Lauren Schlaffer, 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 Lauren Schlaffer, to approve the minutes of March 14, 2016 as amended. MV: all voting yes, motion carried.

Motion by Jude Mohan, seconded by John Trush, to approve the executive session minutes of March 14, 2016, as presented. MV: all voting yes, 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 Anita Smith, seconded by Joseph Armstead, to adopt the proposed budget of the Washington Township Board of Education for the 2016-2017 school year as follows: RCV: Graf, Smith, Armstead, Mohan, Morris and Schlaffer all voting yes, Trush voting no, motion carried.

General Fund	\$8,959,806
Special Revenue Fund	\$ 280,430
Total Base Budget	\$9,240,236

General Fund Tax Levy	\$5,960,118
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Motion by Anita Smith, seconded by Joseph Armstead, to requisition the 2016-2017 Tax Levy according to the following schedule: RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer all voting yes, Trush voting no, motion carried.

<u>2016-2017 Tax Levy</u>	<u>General Fund</u>
July 1, 2016	\$1,490,029.50
October 1, 2016	\$1,490,029.50
January 1, 2017	\$1,490,029.50
March 1, 2017	\$1,490,029.50
Totals	<u>\$ 5,960,118.00</u>

C. PUBLIC QUESTIONS AND DISCUSSION (agenda items)

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

Tracy Padilla questioned the tax rate and how it would impact her tax bill. Annmarie Schulte commented on how please she is with administration and the school district.

D. SECRETARY'S REPORT

Motion by Jude Mohan, seconded by John Trush, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending March 31, 2016, as presented. MV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

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

Motion by Lauren Schlaffer, seconded by Jude Mohan, to approve the Bills List for April 2016, MV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Anita Smith, to approve the Board Secretary's and Treasurer's Reports for the month ending March 31, 2016, as presented. RCV: Graf, Smith, Armstead, Mohan, Morris and Schlaffer, 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 Jude Mohan, seconded by John Trush, 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, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Teacher/Paraprofessional: Ann Koller and Brian Schubert
Paraprofessional: Annmarie Schulte

Motion by Jude Mohan, seconded by Lauren Schlaffer, to accept, with regret, the resignation for retirement of Daniel Andrews Custodian, effective July 1, 2016, as recommended by the Superintendent: RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Anita Smith, to accept with regret, the resignation for retirement of Elaine Giaino, LTDC, and effective July 1, 2016. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

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

Motion by Kimberley Morris, 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 Speech Therapist, on an hourly basis, at a rate of \$85.00 per hour, effective April 11, 2016 – June 30, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Anita Smith, 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 2016-2017 school year, at a rate of \$95.00 per hour, effective July 1, 2016- June 30, 2017, as recommended by the Superintendent. (WCSSSD presently provides ABA Services to WTSD) RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the operation of an Extended School Year Program from July 6, 2016 through August 2, 2016 and Summer Academic Classes from July 11, 2016 through July 29, 2016 as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by John Trush, to approve the following personnel for the 2016-2017 Extended School Year Program – July 6, 2016 – August 2, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Staff Member	Position	Rate
Rebecca Grochowicz-Gr. 2 & 3	Teacher	\$38.13
Joanne Mitch – Gr. 4, 5, & 6	Teacher	\$38.13
Colleen O'Rourke-Gr.K, 1	Teacher	\$38.13
Joan Pare-Preschool	Teacher	\$38.13
Jodie Frankle-Personal Aide/ABA	Paraprofessional	\$16.55
Nancy Krukowski-Personal Aide	Paraprofessional	\$17.25
Sherri Mecca-Personal Aide/ABA	Paraprofessional	\$15.60
Colleen Morea-Classroom Aide	Paraprofessional	\$16.50
Barbara Pierson-Personal Aide/ABA-level 2	Paraprofessional	\$17.60
Renee Seiz-Personal Aide/ABA	Paraprofessional	\$18.80
Karen War-Personal Aide/ABA	Paraprofessional	\$15.80
Bonnie Adamski (not to exceed 4 hrs. /week)	Home Therapist	\$50.00
Jesse Kyle-Speech/Language	Speech/Language	\$38.13
Katherine Ferrara (not to exceed 16 hrs. /week)	Occupational Therapy	\$73.00
Children's Therapy Services (not to exceed 4 hrs. /week)	Physical Therapy	\$99.30
Erika Hill (not to exceed 10 hrs. /week)	Behavior Interventionist	\$37.72
Kathryn Wikander	Nurse	\$38.13
WCSSSD (not to exceed 8hrs. /week)	BCBA	\$95.00
Marilyn Balzer	Teacher Substitute	\$38.13
Melanie Plenge	Teacher Substitute	*TBD
Rosemary Brockman	Nurse Substitute	\$38.13

*rate to be approved at the May 9, 2016 BOE meeting.

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

ESY STUDENTS 2016

#16-12, #15-03, #15-16, #16-11, #16-03, #16-14, #16-05, #16-01, #14-08, #13-02, #15-06, #15-05, #16-07

#12-02, #13-03, #15-12, #15-17, #12-23, #10-21, #14-14, #10-02, #16-09, #09-37, #16-08, #12-22, #08-1225

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve the following personnel for the Summer Academic Classes– July 11, 2016 – July 29, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Staff Member	Position	Rate
Courtney Dunn	Teacher	\$38.13
Sue Graham	Teacher	\$38.13
Susan Peterson	Teacher	\$38.13
Pam Slack	Teacher	\$38.13
Colleen Mattei	Paraprofessional	\$17.25

Motion by Anita Smith, seconded by Jude Mohan, to approve summer hours for the following staff to service students who transfer in the district from July 1, 2016 to August 31, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Social Worker	-	not to exceed 5 days
LDTTC	-	not to exceed 5 days
Jesse Kyle, Speech	-	not to exceed 5 days
Jennifer Borusovic, Psychologist	-	not to exceed 5 days

Motion by Jude Mohan, seconded by John Trush, to approve summer hours for Deb Tierney to service 504 plans and provide HIB training for new employees, not to exceed 5 days, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Lauren Schlaffer, to approve Janelle McCarthy, a student at Lebanon Valley College, to observe the MD class at Port Colden School, as a student teacher, one day in May 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Jude Mohan, to approve Alyssa Alpaugh, a practicum student at Centenary College, as a student teacher at Brass Castle School, with Sue Motzenbecker, fall 2016 placement, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

F. PRINCIPAL'S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

- Letter from Daniel Andrews
- Letter from Elaine Giaimo

I. COMMITTEE REPORTS

Facilities Committee:

- Bus Evacuation Drill was held at Brass Castle and Port Colden Schools on April 19, 2016.

Brass Castle School – 8:30 a.m. - Jessica Garcia

Port Colden School - 8:45 a.m. - Michael Neu

Motion by Jude Mohan, seconded by Kimberley Morris, authorizing the Business Administrator/Board Secretary to solicit bids for Special Ed transportation for the 2016-2017 school year, as necessary, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Education Committee:

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

Motion by Anita Smith, seconded by Kimberley Morris, to approve the following club for the 2015-16 school year, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Club	Advisor	Sessions	Rate	Length of Session	Cost
Garden	Rebecca Grochowicz	5	\$27.00	1 hr.	\$135.00

J. PUBLIC QUESTIONS AND DISCUSSION – old/or new business

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

Kimberly Healy commented on children leaving the classroom for snack.

K. EXECUTIVE SESSION - if required as indicated in items a, b, c, g & h, i below.

29. Motion by Jude Mohan, seconded by Kimberley Morris, 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 by Federal Law, State Law, or Court Rule, Individual privacy, Collective bargaining agreements, Pending or anticipated litigation, Attorney-client privilege, 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. Anticipated HIB incident.

MV: unanimous motion carried

Time: 9:03 pm

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

MV: unanimous motion carried

Time: 10:07 pm

Motion by Jude Mohan, seconded by Joseph Armstead, to accept HIB Incidents PC031116 and PC031416, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Joseph Armstead, to approve an extended sick leave, for Daniel Andrews, from May 12, 2016 to June 30, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

L. ADJOURNMENT

Motion by Jude Mohan, seconded by Joseph Armstead, to adjourn.

MV: unanimous motion carried

Time: 10:10 pm

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary