

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, July 18, 2016

7:30 p.m.

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, 2016 to The Express Times, The Star Gazette and to the Clerk of Washington Township.

2. Flag Salute

3. Roll Call:

Karen Graf, President Anita Smith – Vice President Joseph Armstead Jude Mohan Kimberley Morris Lauren Schlaffer John Trush	Keith T. Neuhs, Superintendent Jean Flynn, Board Secretary
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	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Present							

B. PUBLIC HEARING: Electronic Violence and Vandalism Reporting System (EVVRS).

As per Public Law 6A:16-5.3 each school district shall report incidents of violence, vandalism, substance abuse, and HIB for the previous school year. Those incidents shall also be reported to the NJ Department of Education via the department’s Electronic Violence and Vandalism Reporting System (EVVRS).

As reported to the Department of Education for the 2015-2016 school year, there were one incident of vandalism substance abuse, and/or violence, which rose to the standard established by the New Jersey Department of Education.

4. Motion by _____, seconded by _____, to accept the Annual Report of Violence, Vandalism, Substance Abuse and HIB for the 2015-2016 school year, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

5. Motion by _____, seconded by _____, to approve the Annual HIB Self-Assessment Report, as presented by Deb Tierney at the June 13, 2016 board meeting, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

6. Motion by _____, seconded by _____, to approve the minutes of June 13, 2016, as presented. MV:

7. Motion by _____, seconded by _____, to approve the executive session’s minutes of June 13, 2016, as presented. MV:

C. PUBLIC QUESTIONS AND DISCUSSION: (agenda items)

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

D. SECRETARY'S REPORT:

8. Motion by _____, seconded by _____, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending June 30, 2016, as presented. MV:

9. Motion by _____, seconded by _____, to approve the attached transfers, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

10. Motion by _____, seconded by _____, to approve the Bills List from June 14, 2016 to June 30, 2016. MV:

11. Motion by _____, seconded by _____, to approve the July 2016 Bills List. MV:

12. Motion by _____, seconded by _____, to approve the Board Secretary’s and Treasurer’s Reports for the month ending June 30, 2016, as presented. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

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.

13. Motion by _____, seconded by _____, to approve an agreement with Maschio’s Food Service, Inc. to provide operation and management of the district’s food service program for the 2016-2017 school year for a management fee of \$8,989.00 and a breakeven, no-cost guarantee food service operation, including the management fee, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

E. SUPERINTENDENT’S REPORT

14. Motion by _____, seconded by _____, to accept, with regret, the resignation of Kimberly Sigman, Teacher, effective June 30, 2016, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

15. Motion by _____, seconded by _____, to accept, with regret, the resignation of Marelín Benítez, part-time Custodian, effective, June 30, 2016, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

16. Motion by _____, seconded by _____, to approve a change in preparation classification, for Joanne Mitch, from BA to BA +15 (salary to be adjusted upon the ratified WTEA negotiated contract), effective, September 1, 2016, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

17. Motion by _____, seconded by _____, to approve the following personnel for summer work, at summer hourly rate of \$10.00 per hour, (hours not to exceed 30 hours per week), as recommended by the Superintendent. RCV:

- Andrew Kaluzny

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

18. Motion by _____, seconded by _____, to approve a Memorandum of Agreement, between Warren County Special Services School District (WCSSSD) and Washington Township School District to provide an LDTC for the 2016-2017 school year, effective September 1, 2016 through June 30, 2017, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafler	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

19. Motion by _____, seconded by _____, to approve Pamela Casserly, Samantha Davey, Thomas Graham, Rebecca Grochowicz, Amybeth Kupcha and Raphael Margolin, for summer curriculum time to prepare professional development (Microsoft Classroom) for staff members, at a rate of \$30.00 per hour, not to exceed 24 hours, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafler	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

20. Motion by _____, seconded by _____, to approve Amybeth Kupcha, Kara Lisk, Michele Mahon and Susan Graham for summer curriculum time to revise Mathematics and Language Literacy Curriculums to meet NJ learning standards, at a rate of \$30.00 per hour, not to exceed 30 hours, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafler	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

21. Motion by _____ seconded by _____, to place the following classified student in the Washington Township Extended School Year Program, starting on July 14, 2016, as recommended by the Superintendent. RCV:

Student ID – 10-12

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafler	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

22. Motion by _____, seconded by _____, to approve the following personnel for the 2016-2017, Extended School Year Program, as recommended by the Superintendent. RCV:

Staff Member	Position	Rate
Jodie Frankle	Substitute Paraprofessional	\$16.55

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafler	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

23. Motion by _____, seconded by _____, to enter into a contract with Sussex County Educational Services Commission (SCESC) to provide Chapter 192/193 Services (Compensatory Education, English as a Second Language (ESL), Supplementary Instruction and Home Instruction, Evaluation and Determination of Eligibility for Special Education and related services). Services for eligible non-public school students for the 2016-2017 school year, as recommend by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafter	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

24. Motion by _____, seconded by _____, to approve the contract with Sussex County Educational Services Commission (SCESC) to provide additional IDEA Supplementary Instruction and related services for eligible students attending the Good Shepherd Christian Academy for the 2016-2017 school year, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafter	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

25. Motion by _____, seconded by _____, to approve the Professional Development Plans, for the District, Brass Castle and Port Colden School, noting that the district will allocate approximately \$25,000 to cover the costs associated with the district and school Professional Development Plans. Funding will be allocated for consultants, workshop registrations, supplies and substitute teachers. NCLB Title IIa funds, in the amount of \$12,344 will be utilized to support these professional development plans, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafter	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

F. PRINCIPALS' REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE:

- Note from: Elizabeth Burkat, Elaine Giaimo, Lynn Hardcastle, Toni Lynn Melhem and Paula Trush
- Letter from: Kimberly Sigman

I. COMMITTEE MEETINGS:

Education Committee:

26. Motion by _____, seconded by _____ to approve the following curriculum, as recommended by the Superintendent. RCV:

- Health & Physical Education
- Science

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafler	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

27. Motion by _____, seconded by _____ to approve the 2016-2019 District Technology Plan, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafler	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

Facilities Committee:

28. Motion by _____, seconded by _____, to submit applications for dual use of education space in Brass Castle, Library, Rooms, 110 & 207, Port Colden Rooms 200 & 205, to the County Executive Superintendent for approval. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafler	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

Finance & Policy Committee:

29. Motion by _____, seconded by _____ to apply for the FY 2017 IDEA Grant and accept the grant award funds, upon approval of the FY2017 IDEA application, as recommended by the Superintendent. RCV:

Basic: \$159,440
 Preschool \$ 11,084

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlafler	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

30. Motion by _____, seconded by _____ to approve the 1st reading of Policy Alert 209, as recommended by the Superintendent. RCV:

N.J.A.C. 6A:9 Recodification to N.J.A.C. 6A:9, 6A:9A, 6A:9B, and 6A:9C Policy and Regulation Guide Updates

- P 1220 Employment of Chief School Administrator (M) (Revised)
- P 1310 Employment of School Business Administrator/Board Secretary (Revised)
- P 3111 Creating Positions (Revised)

- P 3124 Employment Contract (Revised)
- P 3125 Employment of Teaching Staff Members (M) (Revised)
- P 3125.2 Employment of Substitute Teachers (Revised)
- P&R 3126 District Mentoring Program (Revised)
- P 3141 Resignation (Revised)
- P&R 3144 Certification of Tenure Charges (Revised)
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (Revised)
- P 3231 Outside Employment as Athletic Coach (Revised)
- P 3240 Professional Development for Teachers and School Leaders (M) (Revised)
- R 3240 Professional Development for Teachers and School Leaders (Revised)
- P&R 3244 In-Service Training (M) (Abolished)
- P 4159 Support Staff member/School District Reporting Responsibilities (Revised)
- P 5305 Health Services Personnel (Revised)
- P 5350 Student Suicide Prevention (Revised)
- R 5350 Student Suicide (Revised)
- P 9541 Student Teachers/Interns (Revised)
- P 1140 Affirmative Action Program (M) (Revised)
- P 1523 Comprehensive Equity Plan (M) (Revised)
- P 1530 Equal Employment Opportunities (M) (Revised)
- P 1530 Equal Employment Opportunities Complaint Procedure (M) (Revised)
- P 1150 Affirmative Action Program for Employment and Contract Practices (M) (Revised)
- P&R 2200 Curriculum Content (M) (Revised)
- P 2260 Affirmative Action Program for School and Classroom Practices (M)
- P&R 2411 Guidance Counseling (M) (Revised)
- P&R 2423 Bilingual and ESL Education (M) (Revised)
- P 2610 Educational Program Evaluation (M) (Revised)
- P 2622 Student Assessment (M) (Revised)
- P 5750 Equal Educational Opportunity (M) (Revised)
- P 5755 Equity in Educational Programs and Services (M) (Revised)
- P 5339 Screening for Dyslexia (M) (Revised)
- P 5514 Student Use of Vehicles on School Grounds (Revised)
- R 5514 Student Use of Vehicles (Abolished)
- P 7481 Unmanned Aircraft System (UAS also known as Drones) (New)
- P 8630 Bus Drive/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

31. Motion by _____, seconded by _____, to approve the 1st reading revised Regulation 2624, Grading System, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlawer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

32. Motion by _____, seconded by _____, to approve the 1st reading of revised Policy 5511, Dress and Grooming, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlawer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

33. Motion by _____, seconded by _____, to approve the 1st reading of revised Policy 5331, Management of Life-Threatening Food Allergies in Schools, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlawer	Anita Smith	John Trush	Karen Graf
Yes							
No							
Abstain							

Personnel Committee Report:

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.)

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

34. 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 Matters rendered confidential by Federal Law, State Law, or Court Rule, Individual privacy, Collective bargaining agreements, 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: Time: _____

35. Motion by _____, seconded by _____, to return to open session.

MV: Time: _____

L. ADJOURNMENT:

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

MV: Time: _____