

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

PERSONNEL MEETING @ 7:00 P.M.

Monday, September 12, 2016

7:30 P.M.

Minutes of September 12, 2016

Call to order by President.

Time: 7:33pm

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

Members in attendance were Karen Graf, Joseph Armstead, Jude Mohan, Kimberley Morris, Lauren Schlaffer, Anita Smith and John Trush. In addition, Keith T. Neuhs, Superintendent and Jean Flynn, Board Secretary

Members absent: None

Motion by Anita Smith, seconded by Joseph Armstead, to approve the minutes of August 22, 2016, as amended. MV: all voting yes, Mohan and Morris abstained, motion carried.

Motion by Joseph Armstead, seconded by John Trush, to approve the executive session minutes of August 22, 2016, as presented. MV: all voting yes, Mohan and Morris abstained, motion carried.

B. PUBLIC QUESTIONS AND DISCUSSION: (agenda items) - **NONE**

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

C. SECRETARY'S REPORT:

Motion by Lauren Schlaffer, seconded by Jude Mohan, to approve the Student Activity, and Petty Cash Account Reports for the month ending August 31, 2016 as presented. MV: all voting yes, motion carried.

Motion by Jude Mohan, seconded by Kimberley Morris, to approve the Bills List for September, 2016. RCV: Armstead, Mohan, Morris, Schlaffer, and Smith all voting yes, Graf and Trush, abstained, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the Board Secretary's and Cash Report for the month ending August 31, 2016, as presented. RCV: Armstead, Mohan, Morris, Schlaffer Smith and Graf, all voting yes, Trush voting no, 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 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.

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

D.SUPERINTENDENT'S REPORT

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the following substitutes for the 2016-2017 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

- Teacher/Aide: Krystyn Stasyshyn & Brian Schubert

Motion by Joseph Armstead, seconded by Lauren Schlaffer, to approve District Mentors as follows, as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith and Graf, all voting yes, Trush abstained, motion carried.

- Keith Neuhs to mentor Susan Maurer – completion of Internship for Educational Administration Program

Motion by Jude Mohan, seconded by Anita Smith, to approve Alexandra Pierson, a student at Warren County Community College to observe Nicole Campagna's and Kelly Carney's class at Port Colden School, as a student teacher for 20 hours, to be completed prior to November 15, 2016, as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Anita Smith, to approve a Request for Clinical Experience for Warren County Community College, for School Nurse Observations on 9/22/16 and 12/8/16, with Janine Barzdines, Port Colden School and Kathryn Wikander, Brass Castle School, (student name will be provided before experiences begin), as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

Motion by Jude Mohan, seconded by Kimberley Morris, to approve administrative-assigned after-school supervision (general detentions) on an as needed basis at a rate of \$27.00 per hour for certified staff (not to exceed 1 day per week), as recommended by the Superintendent. (NOTE: General detentions are not to replace teacher detentions.) RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to approve the out-of-district in-service experiences as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Jean Flynn	SAIF Regional Meetings	0	9/1,12/16, 3/24,5/12	0	0	0	0	0
Jean Flynn	Hunterdon Warren ASBO Meetings	0	9/21,10/19,11/16, 1/18, 2/15,4/26, 5/17	15	0	0	0	0
Jean Flynn	New Jersey ASBO Meetings	\$350.00	9/15,10/9, 3/16, 4/25	58	0	0	0	0

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the following epi-pen delegates for the 2016-2017 school year: RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

Brass Castle: Dawn Baxendale, Christine Drevitch, Jessica Garcia, Lauren Hulse, Shannon McEvoy, Stacie Paruta, Susan Peterson, Barbara Pierson, Debbie Polhemus, and Victoria Robinson.

Port Colden: Maryann Argus, Robert Borusovic, Sarah Femia, Jodie Frankel, Denise Jordan, Carol Kopie, Amybeth Kupcha, Margaret Lyons, Susan Maurer, Michael Neu, Nicole Smith and Tiffany Page.

Motion by Kimberley Morris, seconded by Jude Mohan, to amend Cheryl Campbell's salary for the 2016-2017 school year to \$52,715, BA Step 7, (listed as \$48,395 BA Step 2) on the August 22, 2016 board agenda), as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

Motion by John Trush, seconded by Anita Smith, to accept the Child Assault Prevention (CAP) Grant for 2016-2017 in the amount of \$1,078 (with an anticipated WTSD share of program is \$323.40, as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to approve the following district goals, as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, and Graf, all voting yes, Trush voting no, motion carried.

1. Increase student performance on PARCC assessments across all grade levels.
2. Enhance staff and student collaboration through the use of technology
3. Improve communication from the District to the community, regarding district policies and regulations.

E. PRINCIPAL'S REPORTS

F. TECHNOLOGY REPORT

G. CORRESPONDENCE - NONE

H. COMMITTEE REPORTS

Finance & Policy

Motion by Jude Mohan, seconded by Anita Smith, to approve the 2nd reading and adoption of revised Bylaw 0110, Identification, as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

I. 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.)

The following individuals discussed their concerns about the new school procedures for birthday celebrations in school. William and Susan Heerwagen, Denise Dixon, Jodie Nunez, Bridget Asbury, Veronica Daly, Colette Soletto and Pam Casserly. The Superintendent explained the state nutritional guidelines that led to the change.

J. EXECUTIVE SESSION - if required as indicated in items a. g. & h below.

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.

- 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, Pending or anticipated litigation, 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: 8:45 p.m.

Motion by Jude Mohan, seconded by Anita Smith, to return open session

MV: unanimous, motion carried Time: 8:53 p.m.

K. ADJOURNMENT

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

MV: unanimous, motion carried Time: 8:53 p.m.

Respectfully submitted,

Jean Flynn, Business Administration/Board Secretary