

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, December 12, 2016

7:30 P.M.

PERSONNEL COMMITTEE MEETING: 6:45 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 the Express Times, the Star Gazette and the Clerk of Washington Township.

Flag Salute

Roll Call: Karen Graf - President
Anita Smith – Vice President
Joseph Armstead
Jude Mohan
Kimberley Morris
Lauren Schlaffer
John Trush

	Joseph Armstead	Jude Mohan	Kimberley Morris	Lauren Schlaffer	Anita Smith	John Trush	Karen Graf
Present							

B. PRESENTATIONS:

2. Motion by _____, seconded by _____, to approve the minutes of November 14, 2016, as presented. MV:

3. Motion by _____, seconded by _____, to approve the executive session minutes of November 14, 2016, as presented. MV:

C. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items)

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

D. SECRETARY'S REPORT

4. Motion by _____, seconded by _____, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports, as presented. MV:

5. Motion by _____, seconded by _____, to approve the line item transfers, 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 Bills List for December 2016. MV:

7. Motion by _____, seconded by _____, to approve the Board Secretary's and Cash Reports for the month ending November 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.

E. SUPERINTENDENT'S REPORT

8. Motion by _____, seconded by _____, to approve maternity leave for Jesse Wyke, paid sick leave from on or about, April 24, 2017 through May 19, 2017 (utilizing 20 sick days), unpaid NJ Family Leave (NJFLA), from May 22, 2017 through June 21, 2017 and return to work the start of school year 2017-2018, as recommended by the Superintendent. RCV:

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

9. Motion by _____, seconded by _____, to approve a medical leave of absence for Catherine Phifield, from November 10, 2016 to on or about February 11, 2017, 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 Krystyn L. Stasyshyn, as a Long Term Substitute, (for Dawn Harper), Step 1 BA salary to be \$47,845 (prorated), effective January 30,2017 through June 30, 2017, as recommended by the Superintendent. RCV:

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

11. Motion by _____, seconded by _____, to approve Bonnie Adamski, to provide home training, not to exceed 2 hours per week, at a rate of \$50.00 per hour, for special education student #17-03, effective 12/12/2016, as recommended by the Superintendent. RCV:

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

12. Motion by _____, seconded by _____, to approve the out-of-district, In-Service Experiences, as recommended by the Superintendent. RCV:

Staff Member	Type of Travel/Workshop	Registration	Date	Mileage RT	Parking	Tolls	Lodging	Meals
Kelly Carney	Workshop	0	12/8,1/10, 2/7, 3/7,5/23	123	0	0	0	0
Colleen O'Rourke	Workshop	0	12/8,1/10, 2/7, 3/7,5/23	123	0	0	0	0
Kelly Carney	Workshop	245.00	2/7/2017	70	0	0	0	0
Sue Maurer	Workshop	245.00	2/7/2017	79	0	0	0	0
Pam Casserly	Workshop	245.00	2/14/2017	39	0	0	0	0
Lauren Hulse	Workshop	245.00	2/14/2017	0	0	0	0	0

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

13. Motion by _____, seconded by _____, to approve a contract between Warren County Special Services School District (WCSSSD) and Washington Township School District to provide Speech Therapist services for the 2016-2017 school year, effective November 14, 2016 to November 21, 2016 at a rate of \$85.00 per hour (Therapy) and \$450.00 per evaluation, as recommended by the Superintendent. RCV:

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

14. Motion by _____, seconded by _____, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV:

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

I. COMMITTEE REPORTS

Finance & Policy Committee:

22. Motion by _____, seconded by _____, to approve the first reading of the following (revised) policy and regulations, as recommended by the Superintendent, RCV:

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

- P8441 - Care of Injured and Ill Persons
- R8441 - Care of Insured and Ill Persons
- R8600.1 - Transportation

23. Motion by _____, seconded by _____, to approve the second reading and adoption of the following policy and regulation, as recommended by the Superintendent, RCV:

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

- P8454 – Management of Pediculosis
- R5330 – Administration of Medicine

J. 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.)

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

24. 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.

- Matters rendered confidential by Federal Law, State Law, or Court Rule
- Individual privacy
- Collective bargaining agreements
- Purchase or lease of real property if public interest could be adversely affected
- Investment of public funds if public interest could be adversely affected
- Tactics or techniques utilized in protecting public safety and property
- Pending or anticipated litigation
- Attorney-client privilege
- 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, Pending or anticipate 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: Time: _____

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

MV: Time: _____

26. Motion by _____, seconded by _____, to accept HIB incident BC11172016, as recommended by the Superintendent. RCV:

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

27. Motion by _____, seconded by _____, to approve unpaid days for Employee # 1591, as recommended by the Superintendent. RCV:

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

28. Motion by _____, seconded by _____, to recognize completion of the Superintendent of Schools, Keith T. Neuhs, 2016-2017 merit goals, pursuant to NJAC6A:23A-1 and the Superintendent's contract. The Washington Township Board of Education reviewed the achievement indicators of the Superintendent's merit goals and has determined that Qualitative Goals #4 and #5 were met. As required by law, these determinations will be submitted to the Executive County Superintendent for approval before payment. RCV:

Goal	Type	Percentage of Merit Pay	Compensation
The Superintendent will work with district principals and curriculum committee members to review the New Jersey Learning Standards and develop the revised curriculum documents for language arts and mathematics.	Qualitative	100%	\$3,375
The Superintendent will work with central office support staff to complete the reformatting of the policy manual and will ensure policies are current. The updated policy manual is posted on the district's website.	Qualitative	100%	\$3,375

L. ADJOURNMENT

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

MV: Time: _____