

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, November 14, 2016 - 7:30 P.M.

Minutes of November 14, 2016

Call to order by President.

Time: 7:34 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 Express Times, the Star Gazette, and to the Clerk of Washington Township.

Flag Salute

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

Members absent: None

Motion by John Trush, seconded by Anita Smith, to approve the minutes of October 17, 2016, as presented. MV: all voting yes, (Smith, Mohan, and Schlaffer abstained), motion carried.

Motion by John Trush, seconded by Anita Smith, to approve the executive minutes of October 17, 2016, as presented. MV: all voting yes, (Smith, Mohan, and Schlaffer abstained), motion carried.

B. PUBLIC HEARING:

As per Public Law 18A:23-1 the Board of Education of every school district shall cause an annual audit of the district's accounts and financial transactions to be made by a public school accountant employed by it, which audit shall be completed no later than 4 months after the end of the school fiscal year.

- Audit and CAFR presentation by Anthony Ardito, Auditor

Motion by Jude Mohan, seconded by Anita Smith, to accept the Comprehensive Annual Financial Report of Administrative Findings Financial Compliance and Performance, for the fiscal year ended June 30, 2016, and note that there were no audit recommendations. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, and Graf all voting yes, Trush abstained, motion carried.

C. PUBLIC QUESTIONS & DISCUSSIONS: (Agenda Items) - NONE

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

D. SECRETARY'S REPORT:

Motion by Anita Smith, seconded by Lauren Schlaffer, to approve the Student Activity, Petty Cash and Cafeteria account reports for the month ending October 31, 2016, as presented. MV: 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: Armstead, Mohan, Morris, Schlaffer, Smith and Graf all voting yes, Trush voting no, motion carried.

Motion by Lauren Schlaffer, seconded by Jude Mohan, to approve the Bills List for November 2016. MV: all voting yes, (Armstead and Morris abstained, Trush voted no), motion carried.

Motion by Anita Smith, seconded by Lauren Schlaffer, to approve the Board Secretary's and Cash Reports for the month ending October 31, 2016, as presented. RCV: Armstead, Mohan, Morris, Schlaffer, Smith and Graf, 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.

Motion by Jude Mohan, seconded by, Anita Smith, to approve a BC HVAC Change Order in the amount of \$6,941.00 to replace 4 roof top fans that are currently not working (need to be replaced to obtain final HVAC project inspection), as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

E. SUPERINTENDENT'S REPORT:

Motion by Kimberley Morris, seconded by John Trush, to approve Jennifer Kruger, BSI Teacher, Step 1 BA, salary to be \$47,845.00 (prorated) replacing Jill Stocker for retirement, effective January 1, 2017, as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Anita Smith, to approve Eduardo Blas, as a full time Custodian, salary to be \$33,280.00, prorated, (rate \$16.00/hr.) pending completion of salary requirements, effective on or about November 15, 2016, 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 John Trush, to approve Tori Piccione, as a Long Term Substitute (replacing Tiffany Page on maternity leave of absence), Step 1 BA salary to be \$47,845.00 (prorated), effective on November 21, 2016, to on or about April 24, 2017, 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 a request by Dawn Harper for maternity leave of absence effective on or about February 3, 2017, utilizing 30 sick days (10 days before the birth and 20 days after) with an anticipated return to work on or about the start of the 2017-2018 school year, as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf all voting yes, motion carried.

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

Tracy Padilla – Paraprofessional.
Lydia Timcenko –Teacher/Paraprofessional

Motion by Anita Smith, seconded by Jude Mohan, to accept, with regret, the resignation of Jenny Gonzalez, part-time Custodian, 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 Lauren Schlaffer, to approve submission of New Jersey Quality Single Accountability Continuum (QSAC) “Statement of Assurance” (SOA), 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 Lauren Schlaffer, to approve Brookfield Schools to provide bedside instruction for student #10-11, not to exceed 10 hours per week at \$30.00 per hour, as recommended to 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 district mathematics and language arts literacy curricula, 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 Anita Smith, to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV: Mohan, Schlaffer, Smith, Trush and Graf, all voting yes, Armstead and Morris abstained, motion carried.

BOE Member	Type of Travel/Workshop	Registration	Dates	Mileage RT	Parking	Tolls	Lodging	Meals
Erin Karl	Classroom	-	10/24/16	110	0		0	0
Joseph Armstead	NJ School Boards Assoc.	275.00	10/25-27/16	300	10.00	15.00	193.00	160.00
Kimberley Morris	NJ School Boards Assoc.	275.00	10/25-27/16	300	10.00	15.00	193.00	160.00
Stacy Paruta	MUJC	135.00	12/8/16	84	0	0	0	0

F. PRINCIPAL'S REPORT:

G. TECHNOLOGY REPORT:

H. CORRESPONDENCE:

- Letter from Dawn Harper

I. COMMITTEE REPORTS:

Finance & Policy Committee:

Motion by Jude Mohan, seconded by Joseph Armstead, to approve for first reading of the following revised policy & regulation, as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

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

Motion by Jude Mohan, seconded by Anita Smith, to approve the submission of the 2017 IDEA Amendment 1 (Amendment 1 is to carry-over 2015-2016 unused funds – these funds total \$13,358 (\$13,358) is related to unspent Non-Public funds. \$5,715 being carryover to Public and \$7,643 to Non Public), as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

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.) - NONE

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

Motion by Jude Mohan, seconded by Anita Smith, 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. Anticipated action on HIB incident.

- 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

- 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 and 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.

MV: unanimous, motion carried Time: 9:00 p.m.

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

MV: unanimous, motion carried Time: 9:24 p.m.

Motion by Anita Smith, seconded by Jude Mohan, to accept HIB incident BC102016, as recommended by the Superintendent, RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Kimberley Morris, to approve FMLA leave for Kathryn Wikander, Brass Castle School Nurse, effective November 1, 2016 (not to exceed 12 weeks), as recommended by the Superintendent. RCV: Armstead, Mohan, Morris, Schlaffer, Smith, Trush and Graf, all voting yes, motion carried.

L. ADJOURNMENT

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

MV: unanimous, motion carried Time: 9:26 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary