

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, August 21, 2017

7:30 p.m.

Minutes of August 21, 2017

Call to order by President.

7:30 p.m.

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 13, 2017 to The Express Times, The Star Gazette and to the Clerk of Washington Township.

Flag Salute

Members in attendance: Karen Graf, President, Joseph Armstead, Vice-President, Kimberley Morris, Schlaffer and Anita Smith.

Members absent: Jude Mohan, Cheryl Noll and Lauren Schlaffer

- **Board Goals Setting – Kathy Helewa, NJ School Boards Association**

Motion by Anita Smith, seconded by Kimberly Morris, to approve the minutes of July 10, 2017, as presented. MV: all voting yes, Armstead, abstained, motion carried.

Motion by Kimberley Morris, seconded by Anita Smith, to approve the executive session minutes of July 10, 2017 as presented. MV: all voting yes, Armstead abstained, motion carried.

Motion by Joseph Armstead, seconded by Anita Smith, to approve the minutes of the July 24, 2017, as presented. MV: all voting yes, Armstead and Morris abstained, motion carried.

C. PUBLIC QUESTIONS AND DISCUSSION: (agenda items) - NONE
(The public may speak for three (3) minutes unless they have requested to be on the agenda.)

D. SECRETARY'S REPORT:

Motion by Joseph Armstead, seconded by Anita Smith, to approve the Bills List for August 2017, as recommended by the Superintendent. RCV: Armstead, Morris, Smith all voting yes, Graf abstained, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to adopt the following Resolution to Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

WHEREAS, NJSA 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget times or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.

WHEREAS, the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account any time during the year by resolution, and

WHEREAS, the Washington Township Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund for the following:

\$26,980 Port Colden Emergency Asbestos Removal (\$21,500 removal, \$5,480 air quality testing).

WHEREAS, according to 6A:23A-14.2E, the Washington Township Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

E. SUPERINTENDENT'S REPORT

Motion by Anita Smith, seconded by Kimberley Morris, to waive the 60-day notice clause in contract, without setting precedence and accept, with regret, the resignation of Deidre Dugdale, teacher effective August 21, 2017, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve Kaleigh Soles, Teacher (replacing Deidre Dugdale), Step 2 BA, salary to be \$48,760, (pending completion of employment requirements), effective September 1, 2017, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Anita Smith, to approve Michelle VanNest, part-time Paraprofessional, Step 1, for the 2017-2018 school year, salary to be at an hourly rate of \$12.30, (pending ratification of contract), effective September 1, 2017, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Joseph Armstead, to amend the rate for the following personnel for the 2017-2018, Extended School Year Program, (pending ratification of contract), as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

| Staff Member | Position | Rate |
|---------------------|---------------------------|-------------|
| Toni-Ann Smith | Personal Aide/ABA-Level 2 | \$16.30 |

Motion by Joseph Armstead seconded by Anita Smith, to approve the increase of \$1.25 per hour to Tammy Mornick, for successful completion of a Black Seal License, effective 8/1/2017, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the following substitutes for the 2017-2018 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

| 2017-2018 SUBSTITUTES |
|------------------------------|
| Alpaugh, Alyssa |
| Bogwald, Rondi A. |
| Brockman, Rosemary |
| Chanclierre, Nicole |
| Chernykh, Leslie |
| Crowley, Nicole |
| Dicheck, Victoria |
| Iuvone, Jane |
| Kling, Nancy |
| Kochan, Kathy |
| Koller, Ann |
| Kohansby, Catharine |
| Lipinski, Jane C |
| Maiolino-Roberts, Dana |
| Marascia, Gail D. |
| Mc Menamin, Rosemarie |
| Padilla, Tracy |
| Perna, Patti |
| Schulte, Ann Marie |
| Stiles, Selena |
| Thompson, Christine |
| Turner, Jeryl A |
| Van Kirk, Amy |
| VanOrman, Christine |
| Wiessler, Karen |
| Wimmer, Renaye C |
| Wyslendowski, Nicole |

Motion by Kimberley Morris, seconded by Joseph Armstead, approve maternity leave for Sarah Femia, effective on or about October 20, 2017, utilizing sick days (per contract), the Federal Family and Medical leave Act (FMLA) and the New Jersey Family and Medical Leave (FLA) and return to work on or about September 1, 2018, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Anita Smith, to approve the following voluntary building transfer, effective September 1, 2017, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Courtney Dunn - from Port Colden to Brass Castle School

Motion by Anita Smith, seconded by Kimberley Morris, to approve The New Jersey Commission for the Blind to provide Level IV services for the 2017-2018 school years, for student #11-14, in the amount of \$14,300, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Kimberley Morris, to approve The New Jersey Commission for the Blind to provide Level 1 services for the 2017-2018 school year, for student #10-02, in the amount of \$1,900, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the submission of the 2018 ESSA Grant Application, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

| | | |
|-----------------|---|----------|
| Title I part A | - | \$38,991 |
| Title II part A | - | \$19,508 |

Motion by Kimberley Morris, seconded by Joseph Armstead, to approve the submission of the application for Additional State Assistance Pursuant to P.L. 2017, c99, due to the State reducing our State Aid in the amount of \$52,765, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

F. PRINCIPALS' REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE:

- Letter from Deidre Dugdale
- Letter from Sarah Femia

I. COMMITTEE MEETINGS: PARCC

Class Trips
Curriculum

Education Committee:

Motion by Kimberley Morris, seconded by Joseph Armstead, to adopt the following curriculum, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

- 21st Century Learning
- STEM
- Visual & Performing Arts

- World Language

Motion by Joseph Armstead, seconded by Anita Smith, to approve the 6th grade Stokes field trip on September 27, 28 & 29, 2017, as recommended by the Superintendent. (All students will be transported in school busses unless their destination is New York City, Philadelphia or beyond 50 miles. Parents/guardians are responsible for all fees and transportation costs). RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the following field trips for the 2017-2018 school year, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

(All students will be transported in school buses unless their destination is New York City, Philadelphia or beyond 50 miles or otherwise noted. Parents/guardians are responsible for all fees and transportation costs).

| Grade | Date | Destination |
|-------|------------|-------------------------------------|
| 4 | 10/19/2017 | Liberty State Park, Jersey City, NJ |

Motion by Joseph Armstead, seconded by Anita Smith, to approve the following clubs for the 2017-2018 school year, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

| Brass Castle School | | | | | | |
|------------------------------|-----------------------|--------------|---------------|---------|-------------------|--|
| Club | Advisor | Grade Levels | # of Sessions | Rate | Length of Session | Notes |
| Archery | Scism | 5, 6 | 32 | \$27.00 | 1 hr. | |
| B/W Band | Rizzo | 5, 6 | 67 | \$27.00 | 1 hr. | Part. Sch. Hours |
| Boys Run Club | McEvoy | 5, 6 | 20 | \$27.00 | 1 hr. | |
| Chess | Drevitch | 4, 5, 6 | 8 | \$27.00 | 1 hr. | |
| Chorus Club | Dahmer | 4, 5, 6 | 35 | \$27.00 | ½ hr. | School Hours |
| Coding | Galoppo | 6 | 12 | \$27.00 | 1 hr. | |
| Debate | Drevitch/Mahon | 5, 6 | 12 | \$27.00 | 1 hr. | One paid advisor/25 students and over two advisors |
| Kindergarten Game/Craft Club | McEvoy | K | 8 | \$27.00 | 1 hr. | |
| Garden Club | Richards/ Paruta | 4, 5, 6 | 16 | \$27.00 | 1 hr. | Two paid advisors |
| Girls Run Club | Cassery/ Peterson | 5, 6 | 20 | \$27.00 | 1 hr. | Two paid advisors |
| Golf | Penner | 4, 5, 6 | 16 | \$27.00 | 1 hr. | |
| Gr. 4 Sports | Scism | 4 | 8 | \$27.00 | 1 hr. | |
| Helping Hands | Mikitiuk/Hulse | 4, 5, 6 | 8 | \$27.00 | 1 hr. | Two paid advisors |
| Homework Club | Mitch /Cassery | 4, 5, 6 | 90 | \$30.00 | 1 hr. | One advisor per day |
| Jazz Band | Rizzo | 6 | 31 | \$27.00 | 1 hr. | |
| Panther Band | Rizzo | 4, 5 | 29 | \$27.00 | 1 hr. | Part. Sch. Hours |
| Photography/Yearbook | TJ Graham/ Nisivoccia | 6 | 32 | \$27.00 | 1 hr. | Two paid advisors |
| Reading Rockets | O'Conne | K | 8 | \$27.00 | 1 hr. | |
| Robotics | Drevitch | 6 | 8 | \$27.00 | 1 hr. | |

| | | | | | | |
|-------------------------------|------------------|---------------------|----------------------|-------------|--------------------------|------------------------------------|
| Talent Show | Drevitch/ Rizzo, | 4, 5, 6 | 24 | \$27.00 | 1 hr. | Two paid advisors |
| Zumba Club | Polhemus/Hulse | 4, 5, 6 | 8 | \$27.00 | 1 hr. | |
| | | | | | | |
| | | | | | | |
| Port Colden School | | | | | | |
| | | | | | | |
| Club | Advisor | Grade Levels | # of Sessions | Rate | Length of Session | Notes |
| Adventures in Ozobot (Coding) | Kupcha | 1 | 8 | \$27.00 | 1 hr. | |
| Field Hockey (indoor) | O'Rourke | 2,3 | 8 | \$27.00 | 1 hr. | |
| Golf | R. Borusovic | 3 | 16 | \$27.00 | 1 hr. | |
| Homework Club | Bettensausen | 1, 2, 3 | 60 | \$30.00 | 45 min | Subs: Nicole Campagna & Sue Graham |
| Lego | Carney | 1,2 | 16 | \$27.00 | 1 hr. | |
| Super Spheros (Coding) | Kupcha | 2 | 8 | \$27.00 | 1 hr. | |

Facilities Committee:

Motion by Joseph Armstead, seconded by Anita Smith, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Q-4th Grade—Liberty State Park, Hoboken, NJ – October 19, 2017

| | | |
|-------------------------------------|-------------------|-----------------|
| Panorama Tours (55 passenger) | 2 buses @ \$1,040 | Total = \$2,080 |
| Easton Coach (55 passenger) | 2 buses @ \$1,315 | Total = \$2,630 |
| Frank Marz Coach Co. (56 passenger) | 2 buses @ \$1,102 | Total = \$2,204 |

Motion by Kimberley Morris, seconded by Anita Smith, to award the contract for Q-4th Grade class trip, Liberty State Park, Jersey City, NJ, class trip, as follows, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

| | | |
|------------------------------------|-------------|---------------|
| Panorama Tours Inc. (55 passenger) | 2 @ \$1,040 | Total \$2,080 |
|------------------------------------|-------------|---------------|

Motion by Joseph Armstead, seconded by Anita Smith, to approve the following bus routes for the 2017-2018 school year, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

| 2017-2018 | |
|-----------|-------------|
| Routes | Cost |
| 01/F | \$18,598.04 |
| 02/KL | \$15,918.82 |
| 03/A | \$16,608.27 |
| 04/C | \$21,672.89 |
| 12/D | \$19,435.77 |
| 14AB/IM | \$21,293.01 |

| | |
|----------|-------------|
| 15AB/G | \$15,309.42 |
| 16AB/E | \$23,521.89 |
| 21/H | \$21,532.13 |
| 22/VAN 1 | \$17,665.98 |
| VAN 2 | \$39,915.64 |
| 3SP | \$21,027.61 |
| 3MD | \$11,138.75 |

Motion by Anita Smith, seconded by Kimberley Morris, to approve the purchase of School Utility Vehicle (2018 F-150 Extended Cab with 7-year bumper-to-bumper warranty) under NJ State Contract #17-Fleet-00212 price not to exceed \$28,000, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

Finance & Policy Committee:

Motion by Anita Smith, seconded by Kimberley Morris, to approve the 1st reading of the following policies from Policy Alert 211, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

- P&R 3160 Physical Examination (Teaching Staff Members)
- P&R 4160 Physical Examination (Support Staff Members)
- P 7446 School Security Program
- P 8350 Records Retention

Motion by Joseph Armstead, seconded by Anita Smith, to approve the 1st reading of Policy Alert 212, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

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&R 1240 Evaluation of Superintendent (M) (Revised)
- P 1511 Board of Education Website Accessibility (New)
- P&R 3126 District Mentoring Program (Revised)
- P&R 3221 Evaluation of Teachers (M) (Revised)
- P&R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M)(Revised)
- P&R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P&R 3224 Evaluation of Principals, Vice Principals and Assistant Principals (M) (Revised)
- P&R 3240 Professional Development for Teachers and School Leaders (M) (Revised)
- P&R 5610 Suspension (M) (Revised)
- P 5620 Expulsion (M) (Revised)
- P&R 7424 Bed Bugs (New)
- P 8505 Local Wellness Policy/Nutrient Standards for Meal and Other Foods (M) (Revised)
- P 8550 Unpaid Meal Charges/Outstanding Food Service Charges (M) (Revised)

Personnel Committee:

J. PUBLIC QUESTIONS AND DISCUSSION: (old and/or new business) – PTA Update
(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, & i below.

Motion by Anita Smith, seconded by Joseph Armstead, 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, Collection bargaining agreements, 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: 8:53 p.m.

Motion by Anita Smith, seconded by Kimberley Morris, to return to open session.

MV: unanimous, motion carried

Time: 9:51 p.m.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the Agreement between the Washington Township Board of Education and the Washington Township Education Association (Paraprofessional Unit), commencing July 1, 2017, terminating June 30, 2020, as recommended by the Superintendent. RCV: Armstead, Morris, Smith and Graf, all voting yes, motion carried.

L. ADJOURNMENT:

Motion by Anita Smith, seconded by Kimberley Morris, to adjourn.

MV: unanimous, motion carried

Time: 10:02 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary