

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, September 11, 2017

7:30 P.M.

Minutes of September 11, 2017

Call to order by President.

Time: 7:31 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 Star Gazette and to the Clerk of Washington Township.

Flag Salute

Members in attendance: Karen Graf, President, Jude Mohan, Kimberley Morris, Cheryl Noll, Lauren Schlaffer and Anita Smith.

Members absent: Joseph Armstead, Vice-President

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the minutes of August 21, 2017, as presented. MV: all voting yes, Mohan, Noll and Schlaffer abstained, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to approve the executive session minutes of August 21, 2017, as presented. MV: all voting yes, Mohan, Noll and Schlaffer abstained, motion carried.

B. PRESENTATIONS:

- Special Presentation – Keith T. Neuhs – Acknowledged Karen Graf’s 25 years of service on the board.
 - EVVRS/HIB – Deborah Tierney
- Board accepted the EVVRS/HIB report as presented

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 Anita Smith, seconded by Kimberley Morris, to approve the Cafeteria, Student Activity, and Petty Cash Account Reports for the month ending July 31, 2017, as presented. MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the attached transfers, as recommended by the Superintendent. RCV: Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Jude Mohan, to approve the Bills List for September 2017. RCV:

Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to approve the Final Board Secretary's and Cash Reports for the month ending June 30, 2017, as presented. RCV: Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

BE IT RESOLVED that the Washington Township Board Secretary, pursuant to N.J.A.C. 6A:23A-16, 10(c) 3, does
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 Anita Smith, seconded by Kimberley Morris, to approve the Board Secretary's and Cash Reports for the month ending July 31, 2017, presented. RCV: Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

BE IT RESOLVED that the Washington Township Board Secretary, pursuant to N.J.A.C. 6A:23A-16, 10(c) 3, does
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.

E. SUPERINTENDENT'S REPORT:

Motion by Kimberley Morris, seconded by Cheryl Noll, to approve an extended medical leave of absence for Colleen Mattei, for the 2017-2018 school year, as recommended by the Superintendent. RCV: Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

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

- Teacher/Aide: Liz Burkat & Walter Burkat, Agatha Russo

Motion Jude Mohan, seconded by Cheryl Noll, to approve District Mentors as follows, as recommended by the Superintendent. RCV: Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

Formal:

- Sue Graham for Jennifer Kruger
- Gina Renner for Kaleigh Soles
- Joan Pare for Genevieve Williams

Informal:

- Pamela Casserly for Stephen Scism
- Nicole Campagna for Melissa Freitas
- Janine Barzdines for Yvette Shangold

Motion by Cheryl Noll, seconded by Anita Smith, to approve Maxinne Spann, a student at Centenary University, to observe Kathryn Penner’s class, Brass Castle School, as a student teacher for 10 hours, as recommended by the Superintendent. RCV: Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve Alexis Richards, a student at Cranberry Academy of Art, to observe Kathleen Giuliano’s class, Brass Castle School, as a student teacher for two classes, as recommended by the Superintendent. RCV: Schlaffer, Smith and Graf all voting yes, motion carried.

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Janine Barzdines/Yvette Shangold	Hackettstown Hospital CPR Renewal	\$ 75.00	10/9/2017	28	0	0	0	0
Jesse Wyke	Workshop – Executive Function Disorder in Children and Adolescents	\$199.99	9/27/2017	47.6	0	0	0	0

Motion by Lauren Schlaffer, seconded by Jude Mohan, to approve the following clubs for the 2017-2018 school year, as recommended by the Superintendent. RCV: Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

PORT COLDEN SCHOOL						
Club	Advisor	Grade Levels	# of Sessions	Rate	Length of Session	Notes
Art Club	Kathleen Giuliano	3	12	\$27.00	1 hr.	
Field Hockey Club	Colleen O’Rourke	2-3	15	\$27.00	1 hr.	
Running Club	Colleen O’Rourke	3	15	\$27.00	1 hr.	

Motion by Jude Mohan, seconded by Cheryl Noll, to accept the Child Assault Prevention (CAP) Grant for 2017-2018 in the amount of \$1,078 (with an anticipated WTSD share of program is \$323.00), as recommended by the Superintendent. RCV: Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve the following district goals, as recommended by the Superintendent. RCV: Schlaffer, Smith and Graf all voting yes, motion carried.

1. Students will achieve rigorous academic standards through data driven instructional practices.
2. Utilize technology to enhance District instructional practices and communication.
3. Continuously inform the community of District accountability in budget development and implementation.

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve the following board goals, as recommended by the Superintendent. RCV: Mohan, Morris, Noll, Schlaffer, Smith and Graf all voting yes, motion carried.

1. Increase attendance at County Meetings.
2. Review and re-establish Board Committee roles and responsibilities.
3. Review the bylaws of the Board.

F. PRINCIPAL'S REPORT:

G. TECHNOLOGY REPORT:

H. CORRESPONDENCE : NJSBA – Board Goal Setting Workshop

I. COMMITTEE REPORTS:

Education:

Facilities:

Finance & Policy:

Motion by Jude Mohan, seconded by Anita Smith, to approve the 2nd reading and adoption of the following policies from Policy Alert 211, as recommended by the Superintendent. RCV: Mohan, Morris, Noll, Schlaffer, 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 Jude Mohan, seconded by Kimberley Morris, to approve the 2nd reading and adoption of Policy Alert 212, as recommended by the Superintendent. RCV: Mohan, Morris, Noll, Schlaffer, 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:

J. PUBLIC QUESTIONS AND DISCUSSION - old and/or new business - None

(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 i below.

Motion by Lauren Schlaffer, 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.

- 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 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: 8:13 p.m.

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

MV: unanimous, motion carried Time: 8:42 p.m.

L. ADJOURNMENT

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

MV: unanimous, motion carried Time: 8:42 p.m.

Respectfully submitted,

Jean Flynn, Board Secretary/Business Administrator