

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, December 11, 2017

7:30 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 13, 2017 the Star Gazette and the Clerk of Washington Township.

Flag Salute

Roll Call:

Karen Graf – President
Joseph Armstead – Vice President
Jude Mohan
Kimberley Morris
Cheryl Noll
Lauren Schlaffer
Anita Smith

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Present							

B. RECOGNITION:

- Karen Graf, Board President- Recognition of Jude Mohan’s Service on the Board of Education

C. INTRODUCTION/INTERVIEWS

Candidates for open board seats:

- Christine Graham
- Casey Grimm
- Lauren Schlaffer

2. Motion by _____, seconded by _____, to approve the minutes of November 13, 2017, as presented.
MV:

3. Motion by _____, seconded by _____, to approve the executive session minutes of November 13, 2017, as presented. MV:

D. 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.

E. 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	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

6. Motion by _____, seconded by _____, to approve the Bills List for December 2017. MV:

7. Motion by _____, seconded by _____, to approve the Board Secretary’s and Cash Reports for the month ending November 30, 2017, as presented. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	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.

F. SUPERINTENDENT'S REPORT

8. Motion by _____, seconded by _____, to approve the following substitutes for the 2017-2018 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV:

- Teacher/Aide: Sarah Bowbliss and Margaret Flynn

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

9. Motion by _____, seconded by _____ to approve Sara Carlstrom, as a volunteer in the school offices, as needed, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

10. 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 Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Peggy Edmiston	STS Annual Meeting	0	12/8/2017	109 RT	-	-	-	-
Kelly Carney, Kara Cruts, Colleen Starke & Michael Neu	Green Hills School Visit Makerspace, STEM	0	12/14/17	22 RT	-	-	-	-

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

G. PRINCIPAL'S REPORT

H. TECHNOLOGY REPORT

I. CORRESPONDENCE:

- Letter from Casey Grimm
- Letter from Christine Graham
- Letter from Lauren Schlaffer
- Letter from Kimberley Harrington, Commissioner- State of New Jersey Department of Education
- Letter from Blairstown Township School District
- Thank You Notes from Washington Township Staff to the Board of Education

J. COMMITTEE REPORTS

Education:

Facilities:

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

Q-2nd Grade – Franklin Institute, Philadelphia PA

Panorama Tours (49 passenger)	2 buses @ \$1,045	Total = \$2,090
Easton Coach (47 passenger)	2 buses @ \$1,250	Total = \$2,500
Martz Group (56 passenger)	2 buses @ \$975	Total = \$1,950

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlawfer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

12. Motion by _____, seconded by _____, to award the contract for Q-2nd Grade Class trip, Franklin Institute, Philadelphia PA, as follows, as recommended by the Superintendent. RCV:

Martz Group (56 passenger) 2 buses @ \$975 Total - \$1,950

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlawfer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

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

Q-6th Grade – Minskoff Theatre, New York, NY

Martz Group (56 passenger) 3 buses @ \$1,206.67 Total \$3,620
Easton Coach No Quote
Panorama Tours No Quote

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlawfer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

14. Motion by _____, seconded by _____, to award the contract for Q-6th Grade Class trip, Minskoff Theatre, New York, NY, as recommended by the Superintendent. RCV:

Martz Group (56 passenger) 3 buses @ 1,206.67 Total - \$3620

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlawfer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

15. Motion by _____, seconded by _____ to accept the following paving quotes at Brass Castle School, as recommended by the Superintendent. RCV:

	B. Pfenniger Paving (full removal & replacement)	Laymans Contracting, Inc. (full removal & replacement)	J Pips (cover over existing)
Area #1 (Front)	\$22,060.00	\$50,540.00	\$13,495.00
Area #2 (Behind Building)	\$12,810.00	\$36,600.00	\$10,495.00
Total	\$34,870.00	\$87,140.00	\$23,990.00

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlawfer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

16. Motion by _____, seconded by _____, to award the Brass Castle paving work to B. Pfenniger for the following areas, as recommended by the Superintendent, RCV:

Area #1 (Front)	\$22,060.00
Area #2 (Behind Building)	\$12,810.00
Total	\$34,870.00

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

17. Motion to approve the contract with Craftmaster Hardware, to replace Brass Castle School door locks (80 interior and exterior doors) NJ-Contract #A87238, pricing totaling \$13,248.85, as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

Finance & Policy Committee:

18. Motion by _____, seconded by _____, to approve the submission of the 2018 IDEA Amendment 1 (Amendment 1 is to carry-over 2016-2017 unused funds – these unspent funds total \$17,915. \$8,691 being carryover to Public and \$9,224 to Non Public), as recommended by the Superintendent. RCV:

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

19. Motion by _____, seconded by _____, to approve the 2nd reading and adoption of the following Bylaws, as recommended by the Superintendent, RCV:

- 0110 Identification
- 0120 Authority and Powers
- 0131 Bylaws and Policies
- 0132 Executive Authority
- 0133 Adjudication of Disputes
- 0134 Board Self Evaluation
- 0141 Board Members Number and Term (Revised)
- 0142 Board Members Qualifications, Prohibited Acts and Code of Ethics

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

20. Motion by _____, seconded by _____, to approve the 1st reading (review) of the following Bylaws, as recommended by the Superintendent, RCV:

- 0142.1 Nepotism
- 0143 Board Member Election and Appointment (Revised)

- 0144 Board Member Orientation and Training
- 0145 Board Member Resignation and Removal
- 0146 Board Member Authority
- 0147 Board Member Travel Expenses
- 0147A Appendix A – Board member Travel Expenses
- 0148 Board Member Indemnification
- 0151 Organization Meeting
- 0152 Board Officers
- 0153 Annual Appointments
- 0154 Annual Motions and Designations
- 0155 Board Committees

	Joseph Armstead	Jude Mohan	Kimberley Morris	Cheryl Noll	Lauren Schlafler	Anita Smith	Karen Graf
Yes							
No							
Abstain							

Personnel:

K. 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.)

L. EXECUTIVE SESSION - if required as indicated in items b below.

21. 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.

- 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 Individual Privacy. 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: _____ Time: _____

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

MV: Time: _____

23. Motion by _____, seconded by _____, to appoint _____, as a three-year term, Board Member, at the January 3, 2018, board of education meeting. MV

24. Motion by _____, seconded by _____, to appoint _____, as a one-year term, Board Member, at the January 3, 2018, board of education meeting. MV

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

MV: Time: _____