

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, June 11, 2018

7:30 p.m.

Minutes of June 11, 2018

B. PRESENTATIONS: started at 7:30 p.m.

- Makerspace Presentation: Christine Drevitch
- Artwork Presentation: Daniel Nozza, Gr. 6, representing Brass Castle School and Aristeia Vouloumanos, Gr. 3, representing Port Colden School
- Eagle Scout Presentation: Jack Warsen

Call to order by President.

Time: 7:52 p.m.

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have 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 12, 2018, to The Star Gazette and to the Clerk of Washington Township.

Flag Salute

Members in attendance: Casey Grimm, Lauren Schläffer, Anita Smith and Karen Graf, President

Members absent: Joseph Armstead, Kimberley Morris and Cheryl Noll, Vice President

Motion by Lauren Schläffer, seconded by Casey Grimm, to approve the minutes of May 14, 2018, as presented. MV: all voting yes, Grimm abstained, motion carried.

Motion by Casey Grimm, seconded by Anita Smith, to approve the executive session minutes of May 14, 2018, as presented. MV: all voting yes, Grimm 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 Anita Smith, seconded by Lauren Schläffer, to approve the Student Activity, Petty Cash and Cafeteria Account Reports for the month ending May 31, 2018, as presented. MV: all voting yes, motion carried.

Motion by Lauren Schläffer, seconded by Anita Smith, to approve the attached transfers, as recommended by the Superintendent. RCV: Grimm, Schläffer, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Anita Smith, to approve the Bills List from June 1, 2018-June 11, 2018. MV: Grimm, Schläffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Lauren Schläffer, to approve the Board Secretary's and Cash Reports for the month ending May 31, 2018, as presented. RCV: Grimm, Schläffer, 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 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 Anita Smith, seconded by Lauren Schaffer, to approve Jennifer P. Costa, School Nurse, Step 10 BA+15, salary to be \$61,200, upon completion of employment requirements, effective September 1, 2018, as recommended by the Superintendent. RCV: Grimm, Schaffer, Smith and Graf, all voting yes, motion carried.

Motion Lauren Schaffer, seconded by Casey Grimm, to approve Amy DeFeo, Teacher, Step 2 BA, salary to be \$49,390, upon completion of employment requirements, effective September 1, 2018, as recommended by the Superintendent. RCV: Grimm, Schaffer, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Anita Smith, to approve Katherine Ferrara, Occupational Therapist, Step 16 MA, salary to be \$79,110, upon completion of employment requirements, effective September 1, 2018, as recommended by the Superintendent. RCV: Grimm, Schaffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Lauren Schaffer, to approve Toni Smith, Teacher, Step 3 BA, salary to be \$49,900, upon completion of employment requirements, effective September 1, 2018, as recommended by the Superintendent. RCV: Grimm, Schaffer, Smith and Graf, all voting yes, motion carried.

Motion by Lauren Schaffer, seconded by Casey Grimm, to approve Matthew E. Hoffman, as a full time Custodian, salary to be \$13.75 hourly rate, effective on or about June 18, 2018, upon completion of employment requirements (completion of black seal license required for continuation of employment), as recommended by the Superintendent. RCV: Grimm, Schaffer, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Anita Smith, to approve an adjustment to salary, for Sarah Femia, Teacher, for the 2018-2019, school year from MA, Step 9, salary \$62,310 to MA, Step 8, salary \$59,910, due to childcare leave, as recommended by the Superintendent. RCV: Grimm, Schaffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Lauren Schaffer, to approve a change in preparation classification, for Stacie Paruta, from MA to MA+15, salary to be \$68,410, effective September 1, 2018, as recommended by the Superintendent. RCV: Grimm, Schaffer, Smith and Graf, all voting yes, motion carried.

Motion by Lauren Schaffer, seconded by Casey Grimm, to approve Jean Flynn, Business Administrator/Board Secretary/Facilities and Transportation Supervisor's contract for the 2018-2019 school year, as approved by the Warren County Executive Superintendent, as recommended by the Superintendent. RCV: Grimm, Schaffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Lauren Schaffer, to approve the following substitutes for the 2017-2018 school year, pending completion of hiring requirements, as recommended by the Superintendent. RCV: Grimm, Schaffer, Smith and Graf, all voting yes, motion carried.

- Teacher/Paraprofessional: Daniela B. Cleveland and Louis G. Jester

Motion by Lauren Schlaffer, seconded by Casey Grimm, to approve the following 2018 summer custodians, at the summer hourly rate below, (upon completion of employment requirements), as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

NAME	RATE
Timothy Drevitch	\$10.00/hr.
Cooper Gabrich	\$10.00/hr.
Lilianna Mikituk	\$10.00/hr.
Grace Noctor	\$10.00/hr.
Nicole Sorge	\$10.00/hr.
Michael Wassmuth	\$10.00/hr.

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

Staff Member	Type of Travel/ Workshop	Registration Fee	Date	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Peggy Edmiston	School Transportation Supervisors (STS)	0	6/1/2018	108	0	0	0	0
Patricia Romel	Response to Intervention Training	0	6/6/2018	23.6	0	0	0	0

Motion by Anita Smith, seconded by Lauren Schlaffer, to enter into an Interlocal Service Agreement with The Township of Washington to provide School Resource Officer (SRO) services, commencing September 1, 2018 through June 30, 2023. The fee for the 2018-2019 school year for two (2) School Resource Officers (SRO’s) is \$109,444, as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Casey Grimm, to approve the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report for the 2016-2017 school year, for Brass Castle and Port Colden Schools, as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Anita Smith, to approve the following appointment for the 2018-2019 school year, as recommended by the Board. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

- School Safety Specialist - Keith T. Neuhs

Motion by Anita Smith, seconded by Lauren Schlaffer, to approve the submission of the 2018-2019 ESEA Grant Application, as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

- Title 1-A - \$38,413
- Title II-A - \$ 9,106

Motion by Lauren Schlaffer, seconded by Casey Grimm, to place the following additional students in the Washington Township Extended School Year Program (ESY), at Brass Castle School, June 27-July 27, 2018 (no ESY July 4, 5, 6), 8:30-12:30 p.m., as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

- ID # - 13916863, 12602835, 13423217

Motion by Casey Grimm, seconded by Anita Smith, to approve the following personnel for the 2018 Extended School Year Program, June 27-July 27, 2018 (no ESY July 4, 5, 6), 8:30-12:30 p.m., as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

Staff Member	Position	Rate
Colleen Starke	Teacher	\$38.13

Motion Anita Smith, seconded by Lauren Schlaffer, to accept the donation of an Outdoor Chess Game for Brass Castle School, (approximate value of \$500.00), created by Eagle Scout, Jack Warsen, as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Lauren Schlaffer, to approve the following 5th grade class trip – (donkey naming contest winner- no cost to district, students will be walking accompanied by teachers), as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

- VonThun Farms– June 11, 2018

F. PRINCIPALS' REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE:

- Letter from Yvette Kohn

I. COMMITTEE MEETINGS:

Education: none

Facilities: none

Motion by Anita Smith, seconded by Lauren Schlaffer, to set the school lunch prices for 2018-2019 school year (same as 2017-2018) as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

	2018-2019	2017-2018
Student Lunch	\$2.85	\$2.85
Extra Entrée w/lunch	2.00	2.00
Student Entrée Only	2.25	2.25
Milk	.60	.60
Adult Lunch	3.50	3.50
Adult Entrée Only	2.90	2.90
Reduced	.40	.40
Student Breakfast	1.50	1.50
Adult Breakfast	2.00	2.00

Motion by Lauren Schlaffer, seconded by Casey Grimm, to accept the quotes for 2018-2019 Special Education Transportation, as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

SNYDER BUS	BUS 18A	BUS 18B
Route Cost	\$155.00/diem	\$165.00/diem
Aide Cost	\$25.00/diem	\$30.00/diem
Total Cost	\$180.00/diem	\$190.00/diem
Adjustment Cost	\$0.99 per mile	\$0.99 per mile
GST	BUS 18A	BUS 18B
Route Cost	\$179.50/diem	\$169.50/diem
Aide Cost	\$20.00/diem	\$20.00/diem
Total Cost	\$199.50/diem	\$189.50/diem
Adjustment Cost	\$1.25 per mile	\$1.25 per mile
FIRST STUDENT	No Quote	No Quote

Motion by Casey Grimm, seconded by Anita Smith, to award the contract for the 2018-2019 Special Education Transportation, as follows, as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

SNYDER	BUS 18A
Route Cost	\$155.00/diem
Aide Cost	\$ 25.00/diem
Total Cost	\$180.00/diem
Adjustment Cost	\$.0.99 per mile

GST	BUS 18B
Route Cost	\$169.50/diem
Aide Cost	\$ 20.00/diem
Total Cost	\$189.50/diem
Adjustment Cost	\$1.25 per mile

Motion by Anita Smith, seconded by Lauren Schlaffer, to adopt the following resolution to transfer current year surplus to reserves, as recommend by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

WHEREAS, NJS A 18A:21-2, NJS A 18A:7G-31, and NJS A 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Washington Township Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve and Maintenance Reserve accounts at year end, and

WHEREAS, the Washington Township Board of Education has determined that funds may be available for such purpose and that a transfer of such available funds are not to exceed \$400,000 into the Capital Reserve Account.

WHEREAS, the Washington Township Board of Education has determined that funds may be available for such purpose and that a transfer of such available funds are not to exceed \$200,000 into the Maintenance Reserve Account.

NOW THEREFORE BE IT RESOLVED by the Washington Township Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Finance & Policy:

Motion by Anita Smith, seconded by Lauren Schlaffer, to approve the 1st reading of the following revised policies, as recommended by the Superintendent. RCV: Grimm, Schlaffer, Smith and Graf, all voting yes, motion carried.

- 4433 Vacations
- 4436 Personal Leave

Personnel Committee:

Motion by Lauren Schlaffer, seconded by Casey Grimm, to authorize the Superintendent to hire personnel during summer months upon verbal approval from the board of education president and chairperson of the personnel committee. The motion for approval of personnel will be brought to the board at the next scheduled board meeting. RCV: Grimm, Schlaffer, Smith 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 unless they have requested to be on the agenda.) – Jack Warsen communicated that he still needs to get final approval from the Scouts for his Eagle Scout Project.

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

Motion by Anita Smith, seconded by Lauren Schlaffer, 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, Collective bargaining agreements, Pending or anticipated litigation, Attorney-client privilege and Personnel – employment matters affecting a specific prospective or current employee/Superintendent Evaluation. 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: 8:28 p.m.

Motion by Anita Smith seconded by Lauren Schlaffer, to return to open session.

MV: unanimous, motion carried. Time: 8:58 p.m.

Keith T. Neuhs, Superintendent and Jean Flynn, Business Administrator returned to meeting.

L. ADJOURNMENT

Motion by Lauren Schlaffer, seconded by Anita Smith, to adjourn.

MV: unanimous, motion carried Time: 8:58 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary