

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**Monday, November 12, 2018**

**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 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 the Clerk of Washington Township.

Flag Salute

Roll Call:                    Karen Graf, President  
                                 Cheryl Noll, Vice-President  
                                 Joseph Armstead  
                                 Casey Grimm  
                                 Kimberley Morris  
                                 Lauren Schlaffer  
                                 Anita Smith

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Present							

2. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the minutes of October 15, 2018, as presented. MV:

3. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the executive minutes of October 15, 2018, as presented. MV:

**B. PUBLIC QUESTIONS & DISCUSSIONS: (Agenda Items)**

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

- Leslie Chernykh – substitute pay

**C. SECRETARY'S REPORT:**

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Student Activity, Petty Cash and Cafeteria account reports for the month ending October 31, 2018, as presented. MV:

5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the line item transfers, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Bills List for November 2018. MV:

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the Board Secretary's and Cash Reports for the month ending October 31, 2018, as presented. RCV:

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.

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the following Resolution to Withdraw Maintenance Reserve, as follows, as recommend by the Superintendent. RCV:

WHEREAS, N.J.S.A. 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 school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A26A-4.

WHEREAS, the aforementioned statues 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:

\$3,550	2 Burnishers (BC & PC)
\$7,220	BC Bathroom Stall Replacement
\$5,000	OSH Security Intercom/Camera
\$90,000	PC Basement Windows and Door Replacement

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.

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

#### D. SUPERINTENDENT'S REPORT:

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Kimberly Loftis, as a Long-Term Substitute Teacher, (for Kara Cruts), Step 1 BA, salary to be \$48,790 (pro-rated), upon completion of employment requirements, effective on or about November 12, 2018, to on or about March 1, 2019, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Sarah Femia, as formal mentor for Kimberly Loftis, effective on or about November 12, 2018, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

11. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Angelina Briganti, part-time Paraprofessional, Step 1, for the 2018-2019 school year, upon completion of employment requirements, salary to be \$14.70, hourly rate, (ABA Level 1), effective, on or about November 13, 2018, not to exceed 30 hours per week, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

12. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a change in preparation classification, for Colleen Starke, from BA to BA+30, salary to be \$54,950, effective November 1, 2018, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

13. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve maternity leave for Rebecca Whalen, effective on or about January 2, 2019, 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 April 28, 2019, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

14. 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
Katherine Ferrara	Social Thinking-Zooming In	0	12/13/2018	0	0	0	0	0

15. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve home instruction for student # 13425350, for effective on or about December 3, 2018, for approximately 6 to 8 weeks, home instructor TBD, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

16. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following field trip for the 2018-2019 school year, as recommended by the Superintendent. RCV:

(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
6 <sup>th</sup>	05/29/2019	Minskoff Theater, New York, NY

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

17. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the NJSBA Superintendent Evaluation tool for the 2018-2019, school year, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

#### E. PRINCIPAL'S REPORT:

**F. TECHNOLOGY REPORT:**

**G. CORRESPONDENCE:**

- Letter from State of New Jersey – Department of Education
- Letter from Rebecca Whalen

**H. COMMITTEE REPORTS:**

**Education:**

**Facilities:**

18. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the M-1 (Annual Maintenance Budget Amount Worksheet), as per N.J.A.C 6A:26A-4.1 to be submitted to the Executive County Superintendent, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

19. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the submission of the Comprehensive Maintenance Plan (CMP) for 2017-2018, 2018-2019, 2019-2020, as per 6A:26A-3.1 to the Executive County Superintendent, as presented and recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

20. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the amended Long-Range Facility Plan, as recommended by the Superintendent. RCV:

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

21. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV:

Q-2 Grade – Liberty Science Center, Jersey City, NJ

Easton Coach (47 passenger)	2 buses @ \$1, 196	Total = \$2,390
Frank Martz Coach Co. (55 passenger)	2 buses @ \$ 776	Total = \$1,552
Panorama Tours (55 Passenger)	2 buses @ \$1,105	Total = \$2,210

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

22. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV:

Frank Martz Coach Co. (55 passenger)      2 buses @ \$ 776      Total = \$1,552

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schläffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

23. Motion by \_\_\_\_\_, seconded \_\_\_\_\_, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV:

Q-5th Grade – Museum of the American Revolution, Philadelphia, PA

Easton Coach (49 passenger)      2 buses @ \$1,250      Total = \$2,500  
 Frank Martz Coach Co. (56 passenger)      2 buses @ \$ 895      Total = \$1,790  
 Panorama Tours (55 passenger)      2 buses @ \$1,180      Total = \$2,360

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schläffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

24. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to award the contract for Q-5<sup>th</sup> Grade class trip, Museum of the American Revolution, Philadelphia, PA, as follows, as recommended by the Superintendent. RCV:

Frank Martz Coach Co. (56passenger)      2 buses @ \$ 895      Total = \$1,790

	Joseph Armstead	Casey Grimm	Kimberley Morris	Cheryl Noll	Lauren Schläffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

#### Finance & Policy Committee:

#### Personnel:

**I. 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.)

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

25. 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 Matters rendered confidential by Federal Law, State Law, or Court Rule, Individual Privacy, Pending or anticipated litigation, Attorney-client privilege, 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:                      Time: \_\_\_\_\_

26. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to return to open session.

MV:                      Time: \_\_\_\_\_

#### **K. ADJOURNMENT**

27. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adjourn.

MV:                      Time: \_\_\_\_\_