

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, April 29, 2019

7:30 p.m.

Minutes of April 29, 2019

Call to order by President.

Time: 7:32 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 11, 2019, to The Star Gazette and to the Clerk of Washington Township.

Members in attendance: Edward Kemp, Jennifer Knittel, Kimberley Morris, Anita Smith-Vice President and Karen Graf-President

Members absent: Casey Grimm and Lauren Schlaffer

Flag Salute

Motion by Anita Smith, seconded by Kimberley Morris, to approve the minutes of March 11, 2019, as presented. MV: all voting yes, Graf abstained, motion carried.

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the executive session minutes of March 11, 2019 as presented. MV: all voting yes, Graf abstained, motion carried.

B. PUBLIC HEARING

- a. As per Public Law 6A:23-8-1 each school district shall present a proposed budget for the upcoming school year.

Motion by Edward Kemp, seconded by Anita Smith, to adopt the proposed budget of the Washington Township Board of Education for the 2019-2020 school year as follows: RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

The base budget includes the use of \$338,345 of capital reserve funds toward the partial roof renovation (\$186,345) and boiler replacement (\$152,000) at Port Colden School.

General Fund	\$9,095,509
Special Revenue Fund	\$ 200,000
Total Base Budget	\$9,295,509
General Fund Tax Levy	\$6,342,919

Motion by Anita Smith, seconded by Kimberley Morris, to requisition the 2019-2020 Tax Levy according to the following schedule: RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

2019-2020 Tax Levy	General Fund
July 1, 2019	\$528,577
August 1, 2019	\$528,577
September 1, 2019	\$528,577
October 1, 2019	\$528,577
November 1, 2019	\$528,577
December 1, 2019	\$528,577
January 1, 2020	\$528,577
February 1, 2020	\$528,577
March 1, 2020	\$528,577
April 1, 2020	\$528,577
May 1, 2020	\$528,577
June 1, 2020	\$528,572
Total	\$6,342,919

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 Kimberley Morris, seconded by Jennifer Knittel, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending February 28, 2019, as presented. MV: all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the line item transfers, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Anita Smith, to approve the Bills List for April 2019, MV: all voting yes, motion carried.

Motion by Anita Smith, seconded by Jennifer Knittel, to approve the Board Secretary's and Cash Reports for the month ending February 28, 2019, as presented. RCV: Kemp, Knittel, Morris, 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 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.

E. SUPERINTENDENT'S REPORT

Motion by Kimberley Morris, seconded by Anita Smith, to approve Noreen McGeary, School Nurse, Step 8 BA+ 15 salary to be \$57,310, (pending negotiations), employment requirements are complete, effective September 1, 2019, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Jennifer Knittel, to approve the following substitute for the 2018-2019 school year, employment requirements are complete, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

- Teacher/Aide: Cheyenne Romanowski

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

Staff Member	Type of Travel/Workshop	Registration Fee	Date	Mileage RT	Parking	Tolls	Lodging	Meals
Caryn Kaluzny	NJSPA- Students Records and Publics	\$75.00	4/10/19	112	0	0	0	0
Rachael Rhinehart	NJSPA - Students Records and Publics	\$75.00	4/10/19	0	0	0	0	0
Kelly Carney	Connected Action Roadmap Regional Info Session	0	4/11/19	54	0	0	0	0
Michael Neu	Connected Action Roadmap Regional Info Session	0	4/11/19		0	0	0	0
Jean Flynn	CDK Accounting	0	5/2/19	0	0	0	0	0
Jennifer Hikade	CDK Accounting	0	5/2/19	0	0	0	0	0
Jean Flynn	CDK Personnel	0	5/3/19	0	0	0	0	0
Maureen Miller	CDK Personnel	0	5/3/19	0	0	0	0	0

Motion by Kimberley Morris, seconded by Edward Kemp, to approve Home Instruction for student #12783752, instruction provided by Laura Hawk and Anissa Mikitiuk (shared), not to exceed 10 hours per week, at a rate of \$30.00 per hour, effective date TBD, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve EL US, and Summit Oaks Hospital, Summit, NJ to provide educational services for student #12001, up to 10 hours per week at the rate of \$44.00/hr., as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to approve Home Instruction for student # 12001, instruction provided by Susan Motzenbecker and Dawn Nisivoccia (shared), not to exceed 10 hours per week, at a rate of \$30.00 per hour, effective date April 15, 2019 to on or about, May 3, 2019, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Edward Kemp, to approve St. Clare's Hospital, Boonton, NJ to provide educational services for student ID #12854533, up to 5 days per week, 1 hour per day, at the rate of \$55.00/hr., as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Anita Smith, to place the following classified students in the Washington Township Extended School Year Program, Brass Castle School, June 26-July 26, 2019 (no ESY July 3, 4, 5) 8:30-12:30 p.m. as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

2019 ESY STUDENTS

13873601 14391545 14204977 14205452 13899927 13658988 13658973 13659716
 13544188 13520809 13607965 13380320 13625982 13381956 13175068 13202173
 13835150 13635882 13386251 13391131 13416005 12688493 14190819 13425892 12690786 12999629
 13368656 13657870 13354231 14107928 13466836 13106172 13106377 12701086 12546120 12783616
 13065720 12020

Motion by Anita Smith, seconded by Kimberley Morris, to approve the following personnel and contracted services, for the 2019 Extended School Year Program June 26-July 26, 2019 (no ESY July 3, 4, 5) 8:30-12:30 p.m., as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

STAFF MEMBER	POSITION	2018 RATE	2019 RATE
Dawn Andrews	PARA	\$12.70	\$13.20
Sarah Bowbliss	PARA	\$12.70	\$13.00
Lauren Brown	PARA	\$12.70	\$13.00
Carol Kopie	PARA	\$17.80	\$18.10
Sheridan Mecca	PARA ABA	\$16.35	\$16.90
Colleen Morea	PARA ABA 2	\$21.80	\$22.10
Kristina Navarro	PARA	\$12.70	\$13.20
Barbara Pierson	PARA ABA 2	\$18.35	\$18.90
Victoria Robinson	PARA	\$17.80	\$18.10
Brian Schubert	PARA	\$12.70	\$13.00
Courtney Ward	PARA ABA 2	\$16.70	17.20

Susan Graham	Teacher /Reading Intervention (2 days per week)	\$38.13
Joanne Mitch	SE Teacher	\$38.13
Ruth O'Cone	SE Teacher	\$38.13
Joan Pare	SE Teacher	\$38.13
Stacie Paruta	Substitute SE Teacher	\$38.13
Susan Peterson	SE Teacher	\$38.13
Toni Smith	SE Teacher	\$38.13
Rebecca Whalen	SE Teacher	\$38.13

Katherine Ferrara	OT	\$38.13
Noreen McGeary	Nurse	\$38.13
Dana Roberts	Substitute Nurse	\$38.13
Nicole Smith	Speech Specialist (shared)	\$38.13
Genevieve Williams	BCBA	\$38.13
Jesse Wyke	Speech Specialist (shared)	\$38.13

CONTRACTED SERVICES		
Bonnie Adamski	Home Instruction/ABA	\$50.00
Children's Therapy	PT	\$99.30

Motion by Kimberley Morris, seconded by Edward Kemp, to approve summer hours for the following staff to service students who transfer in the district from July 1, 2019-August 31, 2019, not to exceed five days, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Jennifer Borusovic	School Psychologist
Erin Karl	School Social Worker
Nicole Smith	Speech Specialist
Deb Tierney	School Counselor
WCSSSD	LDTC

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve a Special Education – Extended School Year Tuition contract with Franklin Township Board of Education to receive one student in our 2019-2020 Extended School Year (ESY) Program at a rate of \$600 for a 20-day program. (rate does not include ancillary costs, i.e. OT, PT, ABA, BCBA and/or Personal Aide), as approved by the Board of Education, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the Memorandum of Agreement, between Warren County Special Services School District and Washington Township School District, to provide ESY related services, effective July 1, 2019 – August 31, 2019, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Anita Smith, to approve the 6th Grade Stokes field trip on 9/25, 9/26 & 9/27, 2019, 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: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Kimberley Morris, to accept the following quotes for new District Website Design, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

	Inverse Paradox	Inverse Paradox (revised)	Educational Networks
Web Design	\$11,600	\$10,000	0
Website Hosting (annual)	\$200	200	\$4,200

Motion by Edward Kemp, seconded by Anita Smith, to approve the Inverse Paradox (revised) quote for the District Website Design, at a one-time fee of \$10,000 with a \$200 website hosting fee for the first year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the donation of metal folding chairs by the Washington Township Board of Education, to the Warren County Farmer's Fair, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Anita Smith, to approve the donation of replaced library chairs and tables by the Washington Township Board of Education, to the Warren County Habitat for Humanity, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

F. PRINCIPAL'S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

- Letter from Warren County Farmers' Fair Association
- Newspaper Article

I. COMMITTEE REPORTS

Education: No report

Facilities:

Motion by Anita Smith, seconded by Kimberley Morris, to approve Academy Construction Inc., to provide VAT Asbestos and Mastic Removal in six classrooms at Brass Castle School, due to water damage, at a cost of \$27,253 (E-DATA #8521 pricing), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the Gillespie Group to install VCT floor in six classrooms, at Brass Castle School, due to water damage, at a cost of \$18,265.07 (ESCNJ Coop #65MSECCPS MRESC #14/15-64), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Anita Smith, to accept the following quotes for Classroom Door and Frame Replacement at Port Colden School, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Port Colden School	C&M Door Controls, Inc.	Smitty's Door Service, Inc.
1 st floor – 4 doors	\$12,800	\$ 9,200
2 nd floor – 9 doors	\$24,400	\$16,560
3 rd floor - 9 doors	\$24,400	\$16,560
3 rd floor bathroom-2 doors	\$ 6,450	\$ 3,260
Main Entrance Doors & Sidelite Transom	\$10,900	\$ 9,650

Motion by Anita Smith, seconded by Edward Kemp, to award the contract for Classroom Door and Frame Replacement at Port Colden School, as noted below, to Smitty's Door Service Inc., as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

2 nd floor – 9 doors	\$16,560
3 rd floor - 9 doors	\$16,560
3 rd floor bathroom-2 doors	\$ 3,260

Motion by Kimberley Morris, seconded by Jennifer Knittel, to accept the following quotes for the Basement Exterior Windows Replacement at Port Colden School, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Port Colden School	Hahr Construction	Everittstown Builders
11 Windows	\$13,990	\$ 13,950

Motion by Jennifer Knittel, seconded by Anita Smith, to award the contract for the Port Colden Basement Exterior Windows Replacement, to Everittstown Builders, as noted below, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Port Colden School	Everittstown Builders
11 Windows	\$ 13,950

Motion by Edward Kemp, seconded by Anita Smith, authorizing the Business Administrator/Board Secretary to solicit bids for Special Education transportation for the 2019-2020 school year, as necessary, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Finance & Policy:

Motion by Kimberley Morris, seconded by Anita Smith, to approve the 1st reading of the following policies and regulations, Policy Alert 217, as recommended by the Superintendent. RCV:

- P 2422 Health and Physical Education (M) (Revised)
- P 2431.3 Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Revised)
- P 2610 Educational Program Evaluation (M) (Revised)
- P 4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)
- P&R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P 5330.04 Administering an Opioid Antidote (M) (Revised)
- R 5330.04 Administering an Opioid Antidote (M) (New)
- P 5337 Service Animals (Revised)
- P 5756 Transgender Students (M) (Revised)
- P&R 7440 School District Security (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
- P 8860 Memorials (Revised)

- P 2415.06 Unsafe School Choice Option (M) (Revised)
- R 2460.8 Special Education – Free and Appropriate Public Education (M) (Revised)
- R 5530 Substance Abuse (M) (Revised)
- P&R 5600 Student Discipline/Code of Conduct (M) (Revised)
- P&R 5611 Removal of Students for Firearms Offenses (M) (Revised)
- P&R 5612 Assaults on District Board of Education Members or Employees (M) (Revised)
- P&R 5613 Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- P&R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

Personnel Committee: negotiations

J. PUBLIC QUESTIONS AND DISCUSSION – old/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 a, b, c, g & h, i below.

Motion by Anita Smith, 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 by Federal Law, State Law, or Court Rule, Individual privacy, Collective bargaining agreements, 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: unanimous, motion carried

Time: 8:40 p.m.

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

MV: unanimous, motion carried

Time: 8:52 p.m.

Motion by Anita Smith, seconded by Kimberley Morris, the approve the following resolution, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Be it resolved, upon the recommendation of the Superintendent of School and Board counsel, that the Settlement Agreement and Release relating to OAL Docket Number EDU 06936-18 be approved and the Settlement proceeds processed in accordance therewith.

L. ADJOURNMENT

Motion by Anita Smith, seconded by Jennifer Knittel, to adjourn.

MV: unanimous, motion carried

Time: 8:53 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary