

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Thursday, July 11, 2019

7:30 p.m.

Minutes of July 11, 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 June 21, 2019, to The Star Gazette and to the Clerk of Washington Township.

Flag Salute

Members in attendance: Casey Grimm, Edward Kemp, Jennifer Knittel, Kimberley Morris and Karen Graf-President. In addition, Keith T. Neuhs, Superintendent, Jean Flynn, Business Administrator and Jessica Garcia, Principal.

Members absent: Anita Smith, Vice-President and Lauren Schlaffer

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the minutes of June 10, 2019 as presented. MV: all voting yes, Grimm and Morris abstained, motioned carried

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the executive session minutes of June 10, 2019, as presented. MV: Grimm and Morris abstained, motion carried.

B. PUBLIC QUESTIONS AND DISCUSSION: (agenda items) - NONE

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

C. SECRETARY'S REPORT:

Motion by Casey Grimm, seconded by Kimberley Morris, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending May 31, 2019, as presented. MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the attached transfers, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the Bills List from June 11, 2019 to June 30, 2019. MV: all voting yes, motion carried.

Motion by Edward Kemp, seconded by Casey Grimm, to approve the July 2019 Bills List. MV: all voting yes, motion carried.

Motion by Casey Grimm, seconded by Kimberley Morris, to approve the Board Secretary's and Cash Reports for the month ending May 31, 2019, as presented. RCV: Grimm, Kemp, Knittel, Morris 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.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve R&L 2019-2020 payroll and related services agreement, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Per Payroll Charge	\$352.00
Additional Payroll Charge	\$352.00 (fixed cost)
W-2 Preparation & Filing Costs	\$150.00 plus \$7 per each W-2 prepared

D. SUPERINTENDENT'S REPORT:

Motion by Kimberley Morris, seconded by Jennifer Knittel, to retroactively approve the following club advisors, for the 2018-2019 school year, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

ADVISOR	CLUB	NOTES
Jennifer Kruger	Lego Club	4 sessions
Stephen Scism	Golf Club	replaced original advisor
Colleen Starke	Running Club	replaced field hockey

Motion by Casey Grimm, seconded by Kimberley Morris, to approve the following substitutes for the 2019-2020 school year, pending satisfactory completion of employment requirements (if applicable), as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Adie, Jillian	Loftis, Kimberly
Anthony-Iosue, Sandra	Lyons, Margaret
Balzer, Marilyn	Maiolino-Roberts, Dana (nurse)
Bowbliss, Sarah	Marascia, Gail
Brockman, Rosemary (nurse)	McMenamin, Rosemarie
Dicheck, Victoria	Mathews, Stephanie
Flynn, Clare	Perna, Patti (nurse)
Flynn, Margaret	Polhemus, Deborah

Frisbie, Joan Marie	Samela, Susan
Gaughran, Amanda (nurse)	Schubert, Brian
Graham, Sean	Seagraves, Tina
Hudock, James (custodian)	Thompson, Christine
Jester, Louis	Ward, Leslie (custodian)
Kohansby, Catherine	Wassmuth, Cynthia
Koller, Ann	Wiessler, Karen
Lee, Ann Marie	

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve maternity leave of absence, for Jesse Wyke, Speech Therapist, effective on or about November 15, 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 February 10, 2020, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Casey Grimm, to approve Christine Hamas, as part-time Secretary, for the 2019-2020 school year, upon completion of employment requirements, salary to be \$14.00 hourly rate, effective, on or about July 12, 2019, not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Kimberley Morris, to approve a stipend in the amount of \$2,000 for Jennifer Hikade, Business Office Assistant, for the 2019-2020 school year, to complete billing and updating of the Washington Township School District's childcare system. Funds to be paid from the Childcare Account, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the voluntary building transfers for the following staff members, for the 2019-2020 school year, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Sarah Femia - Teacher	Port Colden to Brass Castle School
Marcia Klingel – Paraprofessional	Port Colden to Brass Castle School
Barbara Pierson – Paraprofessional	Brass Castle to Port Colden School
Margaret Prendergast – Paraprofessional	Brass Castle to Port Colden School

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

Staff Member	Type of Travel/Workshop	Registration	Date	Mileage	Parking	Tolls	Lodging	Meals
Michael Angeloni	7 th Annual Mold, Environmental & IAQ Best Practices Seminar	0	7/17/19	156.4 RT	0	0	0	0
Jean Flynn	7 th Annual Mold, Environmental & IAQ Best Practices Seminar	0	7/17/19	156.4RT	0	0	0	0
Christine Drevitch	Calm/Assertive Academy	\$325.00	7/22, 23 & 24/19	156RT	0	0	0	0

Jessica Garcia	NJ State Equity Conf. Lighthouse Recognition	0	7/31/19	80RT	0	0	0	0
Keith Neuhs	NJ State Equity Conf. Lighthouse Recognition	0	7/31/19	0	0	0	0	0
Jessica Garcia	NJ Lighthouse Recognition Atlantic City	0	8/8/19	210RT	\$5.00	\$10.00	\$97.00 - GSA rate 8/2019	\$33.00/day (allowable expense)
Keith Neuhs	NJ Lighthouse Recognition Atlantic City	0	8/8/19	0	\$5.00	\$10.00	\$97.00 - GSA rate 8/2019	\$33.00/day (allowable expense)
Michele Mahon	NJ Lighthouse Recognition Atlantic City	0	8/8/19	210RT	\$5.00	\$10.00	0	\$33.00/day (allowable expense)
Michael Angeloni	Northern Regional Facilities Training	0	8/15/19	69.4RT	0	0	0	0
Jean Flynn	Northern Regional Facilities Training	0	8/15/19	69.4RT	0	0	0	0

Motion by Edward Kemp, seconded by Casey Grimm, to approve Skylar Weiss, a student at Centenary University, for a student teaching placement at Brass Castle School, for the fall of 2019 for 7-8 weeks with Mrs. Galoppo in a general education setting and 7-8 weeks with Mrs. Dawn Nisivoccia and Mrs. Patricia Romel in an inclusion setting, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Casey Grimm, to apply for approval, from the Warren County Office of Education, for dual use of education space for the 2019-2020 school year, in Brass Castle School, Room 110, to the County Executive Superintendent for approval, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to apply for approval, from the Warren County Office of Education, for dual use of education space for the 2019-2020 school year, in Brass Castle School, Room 207, to the County Executive Superintendent for approval, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to apply for approval, from the Warren County Office of Education, for toilet room facilities waiver for early intervention, pre-kindergarten and kindergarten classrooms, for the 2019-2020 school year, for Brass Castle School, (rooms 98/100), as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Casey Grimm, to apply for approval from the Warren County Office of Education to eliminate 3rd Grade Inclusion Program, at Port Colden School, as per the New Jersey State Department of Education and in accordance with the New Jersey Administrative Code (N.J.A.C.) 6A:14, Special Education and N.J.A.C. 6A:26, Educational Facilities, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Kimberley Morris, to accept the ExxonMobil Volunteer Grant, in the amount of \$2,000 on behalf of ExxonMobil volunteers, Fred and Karen Graf, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to accept the 2017-2018 District and School HIB Grade Report and acknowledge that it is posted on the Washington Township School District's website (posted 6/21/19), as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to accept the following New Jersey Quality Single Accountability continuum (NJ-QSAC) review results pursuant to the requirements of N.J.A.C 6A:30 and note the District has been designated as "High Performing", as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

NJ-QSAC AREA	INITIAL PLACEMENT
Instructional and Program	86%
Fiscal Management	96%
Governance	100%
Operations	97%
Personnel	100%

Motion by Casey Grimm, seconded by Kimberley Morris, to approve the New Jersey Commission for the Blind contract, to provide CBVI Level 1 services, for student #14204977, for the 2019-2020 school year, in the amount of \$1,900, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

E. PRINCIPALS' REPORT:

F. TECHNOLOGY REPORT:

G. CORRESPONDENCE:

- Letter from Rosalie S. Lamonte, Executive County Superintendent
- Letter from ExxonMobil Foundation
- Note from Janine Barzdines
- Note from Denise Jordan
- Note from Deborah Polhemus

H. COMMITTEE MEETINGS:

Education Committee:

Facilities Committee:

Motion by Casey Grimm, seconded by Kimberley Morris, to approve the following joint transportation bus routes for the 2019-2020 school year, (1.45% change from 2018-19 school year), as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

2019-2020	
Routes	Cost
01/F	\$19,152.61
02/KL	\$16,393.50
03/A	\$17,103.51
04/C	\$22,319.15
12/D	\$20,015.32
14AB/IM	\$21,927.94
15AB/G	\$15,765.93
16AB/E	\$24,223.29
21/H	\$22,174.20
22/VAN 1	\$18,192.76
VAN 2	\$41,105.89
3SP	\$21,654.63
3MD	\$11,470.90
TOTAL	\$271,499.63

Motion by Kimberley Morris, seconded by Jennifer Knittel, to set the school lunch prices for 2019-2020 school year, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

	2019-2020	2018-2019
Student Lunch	\$3.00	\$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 Lunch	.40	.40
Student Breakfast	1.50	1.50
Adult Breakfast	2.00	2.00
Reduced Breakfast	0.30	0.30

Motion by Edward Kemp, seconded by Casey Grimm, to renew the school related activities transportation contract with Snyder Bus Services, Inc. for the 2019-2020 school year, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Casey Grimm, seconded by Kimberley Morris, to apply for the FY2020 IDEA Grant and accept the grant award funds, upon approval of the FY2019 IDEA application, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Basic	\$ 143,418
Preschool	\$ 10,983

Personnel Committee:

I. 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.)

J. EXECUTIVE SESSION: - if required as indicated in items c & b below.

Motion by Jennifer Knittel, seconded by Edward Kemp, 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 and Collective Bargaining Agreements. 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: 8:22 p.m.

Motion by Casey Grimm, seconded by Kimberley Morris, to return to open session.

MV: unanimous, motion carried Time: 8:50 p.m.

Motion by Edward Kemp, seconded by Casey Grimm, to acknowledge completion of Keith T. Neuhs' Superintendent Evaluation, on June 25, 2019, as recommended by the Board. RCV: Grimm, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

K. ADJOURNMENT:

Motion by Jennifer Knittel, seconded by Edward Kemp, to adjourn.

MV: unanimous, motion carried Time: 8:51 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary