

WASHINGTON TOWNSHIP BOARD OF EDUCATION

BOARD RE-ORGANIZATION AND REGULAR MEETING

Monday, January 6, 2020

7:30 p.m.

Minutes of January 6, 2020

A. AGENDA

Motion by Karen Graf, seconded by Anita Smith, to appoint Jean Flynn, Board Secretary, as temporary chair to conduct election, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith all voting yes, motion carried.

Call to order by Board Secretary

Time: 7:33 p.m.

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 11, 2019, to The Star Gazette and the Clerk of Washington Township.

1A. Results of the Election held on November 5, 2019 were as follows:

Karen Graf s (3 year-term) – 840
Kimberley Morris (3 year-term) – 829
Jennifer Knittel (2 year-term) – 863
Edward Kemp (1 year-term) -838
Write-ins - 40

1B. Administering the Oath of Office to the newly elected Board Members. (Newly elected Board Members sign the Oath of Office).

3 - Year Term

Karen Graf and Kimberley Morris

2-Year Term

Jennifer Knittel

1- Year Term

Edward S. Kemp, Jr.

Roll Call:

Members in attendance: Karen Graf, Edward Kemp, Jennifer Knittel, Kimberley Morris, Lauren Schlaffer and Anita Smith. In addition, Keith T. Neuhs, Superintendent, Jean Flynn, Business Administrator, Jessica Garcia and Michael Neu, Principals

Members absent: Casey Grimm

Flag Salute

B. RE-ORGANIZATION MOTIONS

2. Board Secretary requests nominations for President.

Anita Smith nominated Karen Graf for President. Kimberley Morris seconded nomination Are there any other nominations? None (Following the close of nominations.) RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

C. NEWLY ELECTED PRESIDENT ASSUMES CHAIR

3. President requests nominations for Vice-President.

Anita Smith nominated Edward Kemp for Vice-President. Are there any other nominations? None (Following the close of nominations.) RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

D. CODE OF ETHICS FOR SCHOOL BOARD MEMBERS: Review

Board will review New Jersey School Board Member Code of Ethics (board members sign acknowledgement of receipt of File Code 9271).

4. Motion by Lauren Schlaffer, seconded by Jennifer Knittel, to adopt the following 2020-2021 calendar of board meetings for the Washington Township Board of Education: RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

REGULAR MEETINGS FOR 2020-2021

January	6	(Monday) Board Reorganization & Regular-Public Hearing on EVVRS/HIB Reports
February	10	
March	9	
April	27	Public Hearing on Budget
May	11	2020-2021 Annual School Appointment and Adoptions
June	8	
July	13	Public Hearing on EVVRS/HIB Reports
August	24	
September	14	
October	5	Public Hearing of Nurses Service Plan
November	9	Public Hearing on Audit
December	14	
January	4	(Monday) - Board Re-organization & Regular - Public Hearing on EVVRS/HIB Reports

Board President appointed Anita Smith and Jennifer Knittel, alternate, as Delegate to the New Jersey School Boards Association.

Board President appointed Karen Graf and Kimberley Morris, alternate, to the Warren County School Boards Association.

Board President appointed Jennifer Knittel, as Legislative delegate.

5. Motion by Jennifer Knittel, seconded by Anita Smith, to approve the minutes of December 9, 2019, as presented. MV: all voting yes, motion carried.

E. PUBLIC HEARING:

School Safety Report

- a. Violence and Vandalism and Substance Abuse

As per Public Law 6A:16-5.3, each school district shall report incidents of violence, vandalism and substance abuse two times per year. Those incidents shall also be reported between September 1, 2019 to December 31, 2019, to the NJ Department of Education via the department's Electronic Violence and Vandalism Reporting System (EVVRS).

As reported to the Department of Education, there were no incidents of violence, vandalism or substance abuse during the 2019-2020 school year for the period ending December 31, 2019.

6. Motion by Anita Smith, seconded by Edward Kemp, to accept the Bi-Annual Report of Violence and Vandalism dated December 31, 2019, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

b. Harassment, Intimidation and Bullying

As per Public Law N.J.S.A.18A:7E-3, each school district shall report incidents of harassment, intimidation or bullying two times per year. Those incidents shall also be reported between September 1, 2019 to December 31, 2019, to the NJ Department of Education via the department's Harassment, Intimidation or Bullying Reporting System (HIB).

As reported to the Department of Education, there were two affirmed incidents of harassment, intimidation or bullying during the 2019-2020 school year for the period ending December 31, 2019.

7. Motion by Edward Kemp, seconded by Kimberley Morris, to accept the Bi-Annual Report of Harassment, Intimidation and Bullying, dated December 31, 2019, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

F. 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.

G. SECRETARY'S REPORT - NONE

H. SUPERINTENDENT'S REPORT

8. Motion by Kimberley Morris, seconded by Lauren Schlaffer, to accept, with regret, the resignation for retirement of Michele Cooper, effective June 30, 2020, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

9. Motion by Lauren Schlaffer, seconded by Jennifer Knittel, to approve Allison Wynn, part-time Paraprofessional, Step 1, for the 2019-2020 school year, upon completion of employment requirements, salary to be \$13.00 hourly rate, effective December 16, 2019, not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

10. Motion by Jennifer Knittel, seconded by Anita Smith, to approve the following substitutes for the 2019-2020 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

Teacher/Aide: Marc Vizcarrondo and Michael Wassmuth

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Peggy Edmiston	School Transportation Supervisors (STS) Annual Conference	\$350.00	3/26 & 3/27/20	298	0	\$10.00	\$82.00	0

12. Motion by Edward Kemp, seconded by Kimberley Morris, to approve the following club (replacing It's Like Zumba Club) for the 2019-2020 school year, at a rate of \$27.00/hr., as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

BRASS CASTLE SCHOOL					
Club	Sponsor	Grade	# Students	Season	Sessions
Games & More	Hawk/Campbell	4, 5	30	Winter	8

13. Motion by Kimberley Morris, seconded by Lauren Schlaffer, to approve Cooper Gabrich, student at Stockton University, to shadow/observe Katherine Ferrara, Occupational Therapist, during the month of January 2020, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

14. Motion by Lauren Schlaffer, seconded by Jennifer Knittel, to allow homeschool student ID# 13657870, to participate in the Washington Township School District's band program for the 2019-2020 school year, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

15. Motion by Anita Smith, seconded by Edward Kemp, to approve a resolution of the Washington Township Board of Education to join the filing of an Open Public Meeting Act (OPRA) request with, and possible future related litigation against, the state of New Jersey concerning the calculation and allocation of state aid, (attachment #7), as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

16. Motion by Edward Kemp, seconded by Kimberley Morris, to approve Nathanya G. Simon, as Board Counsel, for the 2019-2020, with the firm of Scarinci Hollenbeck, at the hourly rate of \$170.00 (one hundred seventy dollars) for General, special education, construction and litigation matters, handled by partners and counsel; and at the hourly rate of \$160.00 (one hundred sixty dollars) for matters handled by Associates. Paralegals and law clerks shall be billed at the hourly rate of \$116.73 (one hundred sixteen and 73/100 dollars), as of recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

17. Motion by Kimberley Morris, seconded by Lauren Schlaffer, to accept the ExxonMobil Volunteer Grant, in the amount of \$1,500, on behalf of ExxonMobil volunteer, Fred Graf, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

I. PRINCIPAL'S REPORT:

J. TECHNOLOGY REPORT:

K. CORRESPONDENCE

- Letter from Michele Cooper

L. COMMITTEE REPORTS

Education:

Facilities:

18. Motion by Edward Kemp, seconded by Kimberley Morris, to accept the following bids for the HVAC Renovations at the Brass Castle School, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

	IRON MOUNTAIN	ECHELON	TEO TECHNOLOGIES	EACMCORP.
Base Bid	\$123,995	\$132,800	\$137,500	\$170,000
Alt. #1	\$10,995	\$8,000	\$13,400	\$12,000
Alt. #2	\$27,985	\$25,000	\$21,100	\$24,000
Alt. #3	\$108,255	\$120,000	\$102,800	\$126,700

	DUMONT MECHANICAL	LIBERTY MECHANICAL	ICC	BURLEW
Base Bid	\$124,500		\$122,900	
Alt. #1	\$13,120		\$8,700	
Alt. #2	\$33,874		\$34,300	
Alt. #3	\$127,375		\$129,000	

19. Motion by Kimberley Morris, seconded by Lauren Schlaffer, to award the contract for the HVAC Renovations at the Brass Castle School, to Iron Mountain Mechanical, LLC, for the Base Bid, Alternate #1, and Alternate #2, in the amount of \$162,975.00, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

Finance & Policy Committee: None

Personnel: None

M. 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.)

N. EXECUTIVE SESSION - if required as indicated in items i below.

20. Motion by Lauren Schlaffer, seconded by Jennifer Knittel, 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 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: 8:11 p.m.

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

MV: unanimous, motion carried Time: 8:18 p.m.

22. Motion by Anita Smith, seconded by Edward Kemp, to approve the termination of Employee #4299, notified on January 3, 2020, in accordance with the 14-day notice provision specified in their employment contract, as recommended by the Superintendent. RCV: Graf, Kemp, Knittel, Morris, Schlaffer and Smith, all voting yes, motion carried.

O. ADJOURNMENT

23. Motion by Edward Kemp, seconded by Anita Smith, to adjourn.

MV: unanimous, motion carried Time: 8:19 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary