

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, March 9, 2020

7:30 p.m.

Minutes of March 9, 2020

Call to order by Vice-President

Time: 7:34 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 17, 2020, to The Star Gazette and to the Clerk of Washington Township.

Members in attendance: Casey Grimm, Edward S. Kemp, Jr.-Vice President, Jennifer Knittel and Anita Smith. In addition, Keith T. Neuhs, Superintendent, Jean Flynn, Business Administrator, Jessica Garcia and Michael Neu, Principals

Members absent: Karen Graf-President and Kimberley Morris

Flag Salute

B. PRESENTATION:

TEACHER OF THE YEAR

- ❖ Dawn Nisivoccia
- ❖ Colleen Starke

EDUCATIONAL SERVICES PROFESSIONAL OF THE YEAR

- ❖ Barbara Pierson
- ❖ Renee Seiz

Motion by Anita Smith, seconded by Jennifer Knittel, to approve the minutes of February 10, 2020, as presented. MV: all voting yes, Schlafter abstained, motion carried.

C. PUBLIC QUESTIONS & DISCUSSIONS (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 Lauren Schlafter, seconded by Casey Grimm, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending January 31, 2020, as presented. MV: all voting yes, motion carried.

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

Motion by Jennifer Knittel, seconded by Anita Smith, to approve the Bills List for March 2020. RCV: Grimm, Kemp, Knittel, Schlafter and Smith all voting yes, motion carried.

Motion by Anita Smith, seconded by Lauren Schlafter, to approve the Board Secretary and Cash Reports for the month ending January 31, 2020, as presented. RCV: Grimm, Kemp, Knittel, Schlafter and Smith 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

Presentation of the 2020-2021 Proposed Budget:

Motion by Anita Smith, seconded by Lauren Schlaffer, to accept, with regret, the resignation for retirement of Carol Kopie, Paraprofessional, effective June 30, 2020, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Casey Grimm, to approve the following substitute for the 2019-2020 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

- Alexandra Pierson-Teacher/Paraprofessional

Motion by Casey Grimm, seconded by Jennifer Knittel, to approve Kelly Carney, as a formal mentor for Christina Richardson, Long Term Teacher Substitute, effective on or about March 13, 2020, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Anita Smith, to approve the out-of-district In-Service Experiences, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging
Kelly Carney	Literacy Conference Centenary University	45.00	3/18/2020	22	0	0	0
Amie DeFeo	Literacy Conference Centenary University	45.00	3/18/2020	22	0	0	0
Jean Flynn	NJASBO Annual Conference 2020	\$275.00	6/3-6/5/2020	292	\$10.00	\$10.00	\$220.00

Motion by Anita Smith, seconded by Lauren Schlaffer, to approve Home Instruction for student ID# 13426181, provided by Bonnie Adamski, not to exceed 10 hours per week, at a rate of \$50.00/hr. effective March 2, 2020, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Casey Grimm, to approve Saint Clare's Hospital, Boonton, NJ to provide educational services for student ID #12854533, up to 7 days, 1/hr. per day, at the rate of \$55.00/hr., as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Casey Grimm, seconded by Jennifer Knittel, to approve Alexandra Mecca, a student at Centenary University, to observe 10 hours of science classes, at Brass Castle School (spring of 2020) with Mrs. Penner, for a Foundations of Education in Teaching Science Class, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Anita Smith, that the Washington Township Board of Education hereby establishes the school district travel maximum, pursuant to N.J.A.C. 6A:23A-7.3 for the 2020-2021 school year at the sum of \$45,000 and the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Anita Smith, seconded by Casey Grimm, to approve the application for the Child Assault Prevention (CAP) Grant, for the 2020-2021 school year, in the amount of \$948.00 (with an anticipated WTSD share of program of \$284.40), as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Casey Grimm, to approve the 2020-2021 Washington Township school district calendar, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Casey Grimm, seconded by Jennifer Knittel, to approve a parental contract for student transportation to and from Brass Castle School with Jamie VanDeMoere, route # JV-1, for the 2019-2020 school year, at a total cost of \$1093.00 (pro-rated), upon verification of required documents, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Anita Smith, to approve an unpaid intermittent leave of absence, for Renee Seiz, paraprofessional, starting March 10, 2020, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

F. PRINCIPAL'S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

- Letter from Carol Kopie
- Letter from Rosalie S. Lamonte, Ph.D., Interim Executive County Superintendent

I. COMMITTEE REPORTS

Education:

Facilities:

Motion by Anita Smith, seconded by Lauren Schlaffer, to approve the submission of the 2020 Amendment to the Long-Range Facility Plan to the New Jersey Department of Education Office of School Facilities for review and approval, as recommended by the Superintendent. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

Finance & Policy:

Motion by Lauren Schlaffer, seconded by Casey Grimm, to adopt the proposed 2020-2021 school district budget to be submitted to the Executive County Superintendent of Schools for required review and approval. RCV: Grimm, Kemp, Knittel, Schlaffer and Smith all voting yes, motion carried.

The base budget includes the use of \$20,000 of Bank Cap due to loss of State Aid and \$162,975 of capital reserve funds for a partial HVAC renovation at Brass Castle School. The budget also includes a withdrawal of \$146,000 of maintenance reserve funds for asbestos removal and flooring replacement at Brass Castle School [per N.J.A.C 6A:23A-14.2(d)].

General Fund	\$8,869,580
Special Revenue Fund	\$ 206,000
Total Base Budget	\$9,075,580

General Fund Tax Levy	\$6,489,777
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Personnel:**J. 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.)

K. EXECUTIVE SESSION - if required as indicated in items ____ below. - NONE

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. 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: _____

Motion by _____, seconded by _____, to return to open session.

MV: _____ Time: _____

L. ADJOURNMENT

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

MV: unanimous, motion carried Time: 9:00 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary