

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

REGULAR MEETING

Monday, April 27, 2020

7:30 p.m.

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Minutes of April 27, 2020

Call to order by Superintendent

Time: 7:31 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.

Flag Salute

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

Members absent Casey Grimm

Motion by Anita Smith, seconded by Jennifer Knittel, to approve the minutes of March 9, 2020, as amended. MV: all voting yes, Graf and Morris abstained, motion carried.

**B. PUBLIC HEARING**

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 Kimberley Morris, to adopt the proposed budget of the Washington Township Board of Education for the 2020-2021 school year, as follows: RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, 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

Motion by Kimberley Morris, seconded by Lauren Schlaffer, to requisition the 2020-2021 Tax Levy according to the following schedule: RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

<b>2020-2021 Tax Levy</b>	<b>General Fund</b>
July 1, 2020	\$ 540,815
August 1, 2020	\$ 540,815
September 1, 2020	\$ 540,815
October 1, 2020	\$ 540,815
November 1, 2020	\$ 540,815
December 1, 2020	\$ 540,815
January 1, 2021	\$ 540,815
February 1, 2021	\$ 540,815
March 1, 2021	\$ 540,815
April 1, 2021	\$ 540,815
May 1, 2021	\$ 540,815
June 1, 2021	\$ 540,812
Total	\$ 6,489,777

**C. PUBLIC QUESTIONS AND DISCUSSION** (agenda items)

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

Mrs. North thanked the district for the remote learning experience under the circumstances, especially special education.

**D. SECRETARY'S REPORT**

Motion by Jennifer Knittel, seconded by Anita Smith, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending February 29, 2020, as presented. MV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

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

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the Bills List for April 2020, 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 29, 2020, as presented. RCV: Kemp, Knittel, Morris, Schlaffer, 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 Lauren Schlaffer, seconded by Anita Smith, to accept, with regret, the resignation for retirement of Susan Maurer, effective June 30, 2020, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by, Anita Smith, seconded by Jennifer Knittel, to accept, with regret, the resignation for retirement of Maryann Argus, effective June 30, 2020, as recommended by the Superintendent RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve a maternity leave extension for Jesse Wyke, Speech Therapist, from April 20, 2020 until the last day of school and returning on or about August 31, 2020, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Jennifer Knittel, to approve an extension for contracting a Speech Therapist through Warren County Special Services School District, to provide speech services, from April 20, 2020, until the last day of school, at the rate of \$89.50. /hr., (anticipated 30 hrs. /week and a 6% admin. fee), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Edward Kemp, to approve summer hours for the following staff to service students who transfer in the district from July 1, 2020-August 28, 2020, not to exceed four days, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, 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 Anita Smith, 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, 2020 – August 31, 2020, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Anita Smith, to rescind the March 9, 2020 motion approving parent contract for student transportation, route #JV-1, for the 2019-2020 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Karen Graf, seconded by Jennifer Knittel, to approve the following Resolution, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

**RESOLUTION**

**Opposing Delay in Transmission of Property Tax Revenue to School Districts**

**WHEREAS**, Assembly Bill 3902, currently pending in the State Legislature, would authorize the Department of Community Affairs to permit municipalities to delay the transmission of property tax revenues to school districts during gubernatorial-declared emergencies; and

**WHEREAS**, New Jersey's public schools are highly dependent on property tax revenue to support education programs; and

**WHEREAS**, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

**WHEREAS**, a delay in payments from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process—and bringing it to a halt; and

**WHEREAS**, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote learning and home instruction; and

**WHEREAS**, continued timely transmission of school property taxes is critical for the education process to continue without interruption; and

**WHEREAS**, even though municipalities are designated as the authorities to collect property taxes, these taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

**WHEREAS**, as currently written, A-3902, which is intended to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve; and

**WHEREAS**, the Washington Township Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes this legislation would worsen the situation for our communities.

**NOW, THEREFORE, BE IT RESOLVED** that the Washington Township Board of Education urges the State Senate and the Governor to oppose A-3902; and be it further

**RESOLVED**, that this resolution be delivered to Governor Phil Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin; and the Warren County Legislative District’s representatives in the state Senate and General Assembly; and be it further

**RESOLVED**, that copies of this resolution be sent to the New Jersey School Boards Association.

#### **F. PRINCIPAL’S REPORT**

#### **G. TECHNOLOGY REPORT**

#### **H. CORRESPONDENCE**

- Email from MaryAnn Argus
- Letter from Susan Maurer
- Letter from Jesse Wyke
- Letter from State of NJDOE – Long-Range Facilities Plan, Major Amendment Approval

#### **I. COMMITTEE REPORTS**

**Education:** None

**Facilities:** None

Motion by Anita Smith, seconded by Jennifer Knittel, authorizing the Business Administrator/Board Secretary to solicit bids for Special Education transportation for the 2020-2021, school year, as necessary, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Lauren Schlaffer, and seconded by Edward Kemp, to approve a Letter of Understanding between the Washington Township Board of Education and Maschio's Food Services, Inc. for an emergency contract modification due to COVID 19 beginning 03/16/2020 projected thru 06/30/2020, to be submitted to the New Jersey Department of Agriculture for approval, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Edward Kemp, to approve an addendum to the agreement with Maschio's Food Service, Inc. to provide operation and management of the district's food service program for the 2020-2021 school year, for a management fee of \$9,617.28 (1.9% increase) and breakeven, no-cost guarantee food service operations, including the management fee, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

**Finance & Policy:**

**Personnel Committee:**

**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, & i below.

Motion by Anita Smith, 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 by Federal Law, State Law, or Court Rule, Individual privacy, Collective bargaining agreements and 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: 8:26 p.m.

(8:32 p.m. – Jessica Garcia and Michael Neu left Zoom meeting).

Motion by Anita Smith, seconded by Lauren Schlaffer, to return to open session.

MV: unanimous, motion carried

Time: 8:40 p.m.

Motion by Edward Kemp, seconded by Anita Smith, to accept HIB incident BC040220, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Schlaffer, Smith and Graf, all voting yes, motion carried.

#### **L. ADJOURNMENT**

Motion by Karen Graf, seconded by Anita Smith, to adjourn.

MV: unanimous, motion carried

Time: 8:41 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary