

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, December 14, 2020

7:30 P.M.

Minutes of December 14, 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 Kemp, Jr.-Vice President, Jennifer Knittel, Kimberley Morris, Anita Smith and Karen Graf, President. In addition, Keith Neuhs, Jean Flynn, Business Administrator, Jessica Garcia and Michael Neu, Principals.

Members absent: Casey Grimm and Lauren Schlaffer

Motion by Anita Smith, seconded by Edward Kemp, to approve the minutes of November 9, 2020, as presented. MV: all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the executive minutes of November 9, 2020, as presented. MV: all voting yes, motion carried.

B. INTRODUCTION/INTERVIEWS - TABLED

- Candidates for open board seat:

C. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items) - NONE

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

D. SECRETARY'S REPORT

Motion by Karen Graf, seconded by Anita Smith, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports, as presented. MV: 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, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the Bills List for December 2020. MV: all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Anita Smith, to approve the Board Secretary's and Cash Reports for the month ending October 31, 2020, 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 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 Jennifer Knittel, seconded by Anita Smith, to accept, with regret, the resignation for retirement of Pamela Casserly, Teacher, effective June 30, 2021, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Karen Graf, seconded by Anita Smith, to accept, with regret, the resignation for retirement of Victoria Robinson, Paraprofessional, effective June 30, 2021, 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 accept with regret, the resignation of Jennifer Costa, School Nurse, and to waive the 60-day notice clause in contract, without setting precedence, effective December 1, 2020, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Edward Kemp, to accept, with regret, the resignation of Allison Wynn, Paraprofessional, effective December 4, 2020, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Karen Graf, to approve Janeen Bitecola, part-time Paraprofessional, Step 1 for the 2020-2021 school year, effective date TBD, upon completion of employment requirements, hourly rate \$13.30, not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Edward Kemp, to approve a paid medical leave of absence for employee #4289, effective November 30, 2020 through December 23, 2020, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve an unpaid childcare leave of absence extension for, employee #4274, from December 31, 2020 to June 30, 2021, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Karen Graf, to accept a grant from the Warren County Consortium for Student Enrichment in the amount of \$300.00, (to be used toward Live (Virtual) Museum of Early Trades and Crafts for students in grade 4-6 Enrichment), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Motion by Anita Smith, seconded by Edward Kemp, to approve Jessica Hewitt, a student at Centenary University, to continue a placement for student teaching, with Mrs. Kelly Carney, 3rd Gr. Teacher, Port Colden School, 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:

- Email from Jennifer Costa
- Letter from Victoria Robinson
- Letter from Allison Wynn

I. COMMITTEE REPORTS

Education:

Facilities: December 7, 2020

Motion by Anita Smith, seconded by Edward Kemp, to approve the participation in the NJ Clean Energy Program for the Old Schoolhouse, in the Direct Install Program, including LED Lighting, for 30% of the cost of proposal not to exceed \$1,000 in district funds, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Finance: December 7, 2020

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the submission of the 2021 IDEA Amendment 1 (Amendment 1 is to carry-over 2019-2020 unused funds – these Non-Public unspent funds total \$4,812, carryover to Public), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

Personnel: December 3, 2020

J. 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.) - NONE

K. EXECUTIVE SESSION - if required as indicated in items a & b below.

Motion by Karen Graf, seconded by Anita Smith, 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 and Individual privacy. 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: 8:02 p.m.

Motion by Anita Smith, seconded by Edward Kemp, to return to open session.

MV: unanimous, motion carried Time: 8:07 p.m.

Motion by _____, seconded by _____, to appoint _____, as a Board Member at the January 4, 2021, board of education meeting (upon completion of criminal background check). MV: TABLED

Motion by Edward Kemp, seconded by Anita Smith, to accept HIB incident #BC102720, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Smith and Graf, all voting yes, motion carried.

L. ADJOURNMENT

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

MV: unanimous, motion carried Time: 8:09 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary