

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, April 26, 2021

7:30 p.m.

A. AGENDA

1. Call to order by President.

Time: _____

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 14, 2021, to Express Times and to the Clerk of Washington Township.

2. Roll Call

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Present							

3. Flag Salute

4. Motion by _____, seconded by _____, to approve the minutes of March 8, 2021, as presented. MV:

5. Motion by _____, seconded by _____, to approve the executive minutes of March 8, 2021, as presented. MV:

B. PUBLIC HEARING

As per Public Law 6A:23-8-1 each school district shall present a proposed budget for the upcoming school year.

6. Motion by _____, seconded by _____, to adopt the proposed budget of the Washington Township Board of Education for the 2021-2022 school year, as follows: RCV:

The base budget includes the use of \$29,112 of Bank Cap due to loss of State Aid and \$422,272 of capital reserve funds for building generators at Brass Castle and Port Colden Schools. The budget also includes a withdrawal of \$80,000 of maintenance reserve funds for asbestos removal and flooring replacement at Port Colden School [per N.J.A.C 6A:23A-14.2(d)].

General Fund	\$ 8,753,680
Special Revenue Fund	\$ 233,000
Total Base Budget	\$ 8,986,680
General Fund Tax Levy	\$ 6,648,685

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

7. Motion by _____, seconded by _____, to requisition the 2021-2022 Tax Levy according to the following schedule: RCV:

2021-2022 Tax Levy	General Fund
July 1, 2021	554,058
August 1, 2021	554,057
September 1, 2021	554,057
October 1, 2021	554,057
November 1, 2021	554,057
December 1, 2021	554,057
January 1, 2022	554,057
February 1, 2022	554,057
March 1, 2022	554,057
April 1, 2022	554,057
May 1, 2022	554,057
June 1, 2021	554,057
Total	\$ 6,648,685

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlawer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

C. PUBLIC QUESTIONS AND DISCUSSION (agenda items)

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

D. SECRETARY'S REPORT

8. Motion by _____, seconded by _____, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending February 28, 2021, as presented. MV:

9. Motion by _____, seconded by _____, to approve the line item transfers, as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlawer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

10. Motion by _____, seconded by _____, to approve the Bills List for April 2021, MV:

11. Motion by _____, seconded by _____, to approve the Board Secretary's and Cash Reports for the month ending February 28, 2021, as presented. RCV:

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.

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

E. SUPERINTENDENT'S REPORT

12. Motion by _____, seconded by _____, to approve Peyton Sutton, as a full-time Custodian, rate to be \$14.00/hr., effective March 29, 2021, (upon completion of employment requirements and a 60-day probation period), as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

13. Motion by _____, seconded by _____, to approve Melissa Stanneck, as a substitute Custodian, effective April 6 2021, rate to be \$14.00/hr. and on April 12, 2021, as a full-time Custodian, (upon completion of employment requirements and a 60-day probation period), as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

14. Motion by _____, seconded by _____, to approve Lauren Brown, part-time Paraprofessional, Step 1, for the 2020-2021 school year, effective on or about April 29, 2021, (upon completion of employment requirements), hourly rate \$13.30, not to exceed 30 hours per week, as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

15. Motion by _____, seconded by _____, to approve the following substitutes for the 2020-2021 school year, pending satisfactory completion of employment requirements, as recommended by the Superintendent. RCV:

- Tucker Gabrich – Custodian
- Sean Morris – Custodian
- Brianne Wheatley - Nurse

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

16. Motion by _____, seconded by _____, to approve Jessica Garcia, Principal, as Director of Special Services, effective May 21, 2021, as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

17. Motion by _____, seconded by _____, to approve an unpaid medical leave of absence for employee #4164, effective April 26, 2021 to on or about June 1, 2021, as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

18. Motion by _____, seconded by _____, to approve summer hours for the following staff to service students who transfer in the district from July 1, 2021-August 27, 2021 not to exceed four days, as recommended by the Superintendent. RCV:

Jennifer Borusovic	School Psychologist
Erin Karl	School Social Worker
Nicole Smith/Jesse Wyke	Speech Specialist
Deb Tierney	School Counselor
Rebecca Whalen	LDTC

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

19. Motion by _____, seconded by _____, to approve the out-of-district in-service experiences as recommended by the Superintendent. RCV:

Staff Member	Type of Travel/Workshop	Registration Fee	Date	Mileage RT	Parking	Tolls	Lodging	Meals
Dawn Nisivoccia	Wilson Reading System Virtual Workshop	\$649.00	6/21-6/23/21	0	0	0	0	0

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

20. Motion by _____, seconded by _____, to approve the Memorandum of Agreement, between Warren County Special Services School District and Washington Township School District, to provide ESY related services, as needed, effective July 1, 2021 – August 31, 2021 and September 1, 2021 – June 30, 2022, as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

21. Motion by _____, seconded by _____, to approve waiver for a full-time principal for the 2020-21 school year from the New Jersey Department of Education. Waiver to cover May 21, 2021 through end of school year, as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

22. Motion by _____, seconded by _____, authorizing the Business Administrator/Board Secretary to solicit bids for Special Education transportation for the 2021-2022, school year, as necessary, as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

23. Motion by _____, seconded by _____, to approve the submission of the 2020-2021 Lead Testing Statement of Assurance (SOA) to the New Jersey Department of Education (NJDOE), as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

24. Motion by _____, seconded by _____, to approve the submission of the Child Assault Prevention (CAP) grant application for 2021-2022 school year, in the amount of \$948.00 (WTSD share of program is \$284.40), as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

25. Motion by _____, seconded by _____, to approve a contract with the Center for Children’s Behavioral Health Inc., to provide educational services, for student # 12783765, up to 10 hrs. per week, at the rate of \$85.00/hr., effective April 20, 2021 end of school year (June 15, 2021), as recommended by the Superintendent, RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

F. PRINCIPAL’S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

I. COMMITTEE REPORTS

Education:

Facilities:

Finance:

26. Motion by _____, seconded by _____, to approve the 2nd reading and adoption of the following policies and regulations, Policy Alert 222, as recommended by the Superintendent. RCV:

- P0145 Board Member Resignation and Removal (M) (Revised)
- P 0164.6 Remote Public Board Meetings During A Declared Emergency (M) (New)
- R 1642 Earned Sick Leave Law (M) (Revised)
- P 1643 Family Leave (M) (New)
- P 3431.1 Family Leave (M) (Abolished)
- P 4431.1 Family Leave (M) (Abolished)
- P 3431.3 New Jersey Family Leave Insurance Program (Abolished)
- P 4431.3 New Jersey Family Leave Insurance Program (Abolished)
- P & R 5330.01 Administration of Medical Cannabis (M) (Revised)
- P 7425 Lead Testing of Water in Schools (M) (Revised)
- R 7425 Lead Testing of Water in Schools (M) (New)
- P & R 7430 School Safety (M) (Abolished)
- P 2415 Every Student Succeeds Act (M) (Revised)
- P 2415.01 Academic Standards, Academic Assessments, and Accountability (M) (Abolished)
- P 2415.02 Title I – Fiscal Responsibilities (M) (Revised)
- P 2415.03 Highly Qualified Teachers (M) (Abolished)
- P 2415.05 Student Surveys, Analysis, and/or Evaluations (M) (Revised)
- P & R 2415.20 Every Student Succeeds Act Complaints (M) (Revised)
- P 4125 Employment of Support Staff Members (M) (Revised)
- P 6360 Political Contributions (M) (Revised)
- P 8330 Student Records (M) (Revised)
- P 9713 Recruitment by Special Interest Groups (M) (Revised)

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

27. Motion by _____, seconded by _____, to approve the 2nd reading and adoption of the following policy, as recommended by the Superintendent. RCV:

- P 5111 Eligibility of Resident/Non- Resident Students

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

28. Motion by _____, seconded by _____, to approve the following resolution, as recommended by the Superintendent. RCV:

RESOLUTION REGARDING STATE LEGISLATORS SUPPORT OF ALL SCHOOL DISTRICTS FOR EQUITABLE STATE FUNDING

To approve a resolution demanding that Governor Murphy, Senate President Sweeney, Assembly Speaker Coughlin and all New Jersey State Legislators **actively** and **publicly support all school districts in New Jersey** pertaining to the critical issue of school funding:

WHEREAS, the School Funding Reform Act of 2008 (“SFRA”) reflects the current New Jersey law that provides State Aid to public school districts; and

WHEREAS, Senate Bill 2, PL. 2018, Chapter 67 (referred to as “S2”) reflects the current application of the SFRA that provides State Aid to public school districts; and

WHEREAS, the New Jersey Legislature has appropriated limited monies to fund such State Aid for public school districts; and

WHEREAS, the arbitrary and inconsistent determination of State Aid funding versus the local fair share as determined by the State of New Jersey has negatively impacted the taxpayers who support the Washington Township School District (the “District”); and

WHEREAS, as a result of S2, the application of which began in 2018, the District will potentially lose over \$7.5 million of State Aid funding cumulatively over the seven-year period of S2’s implementation, and

WHEREAS, given the \$1,105,789 million loss of State Aid funding since FY2018, the burden to keep the District operating and educating its students shifts to the local taxpayers of the District; and

WHEREAS, the reductions of State Aid funding due to S2, coupled with the detrimental impacts the COVID-19 Pandemic, and the additional unexpected healthcare financial costs to the District as a result of recent enacted P.L. 2020, Chapter 44, have further put the District in a precarious place and will likely result in significant negative effects on the District. and

WHEREAS, **EVERY STUDENT** in New Jersey deserves a comprehensive educational program and social emotional learning (SEL) support as we emerge from the COVID-19 Pandemic, and

WHEREAS, the District believes that equitable fiscal resources to provide educational programming and SEL are absolutely critical to ensure that our students receive the educational funding necessary to provide for a thorough and efficient education:

NOW THEREFORE BE IT RESOLVED, the Washington Township School District Board of Education, in the County of Warren, State of New Jersey, hereby demands that Governor Murphy, Senate President Sweeney, Assembly Speaker Coughlin and all New Jersey State Legislators take action this year with respect to equitable state funding for education that includes a pause on any State Aid funding reductions, extending the timeline for any future State Aid funding reductions and committing to a review and update the State Aid funding formula to reflect 21st century learning, in order to ensure **all students** receive the **educational programming** they are entitled to in order to provide a thorough and efficient education.

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

29. Motion by _____,seconded by _____, to approve the following resolution, as recommended by the Superintendent. RCV:

WHEREAS, the Public School Contracts Law, N.J.S.A. 18A:18A-4.1a, authorizes district boards of education to competitively contract for the procurement of proprietary computer software and services; and

WHEREAS, the New Jersey School Boards' Association (NJSBA), N.J.S.A.18A:6-45 et. seq., on behalf of its membership has competitively contracted to procure an aggregated basis digital and electronic products and services, E-Rate Consulting and Processing Services, and other technology products and programs to enhance Members readiness for Future Ready Schools, as well as energy aggregation services, supplies and materials, time and materials; and such other services and products as two or more participating local boards in the system agree can be purchased on a cooperative basis; and

WHEREAS, N.J.S.A. 18A:18A-11 specifically authorizes two or more local district boards of education (hereinafter referred to as local boards) to enter into a Cooperative Pricing Agreement for the purchase of work, materials, and supplies; and

WHEREAS, NJSBA is conducting a voluntary Cooperative Pricing System within the State of New Jersey, utilizing the administrative purchasing services and facilities of NJSBA; and

WHEREAS, this Cooperative Pricing Agreement (hereinafter referred to as the Agreement) is to effect substantial economies in the purchase of energy and technology products and services for local boards across this State; and

WHEREAS, all parties to this Agreement have approved this Agreement by resolution, in accordance with N.J.S.A. 18A:18A-1 *et. seq.* and regulations promulgated thereunder; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE, IN CONSIDERATION OF the promises and of the covenants, terms, and conditions hereinafter set forth, it is mutually agreed as follows:

1. The products and services to be priced cooperatively may include, on an aggregated basis or not, digital and electronic products and services, E-Rate Consulting and Processing Services, and other technology products and programs to enhance Members readiness for Future Ready Schools-NJ, as well as energy aggregation services, supplies and materials, time and materials; and such other services and products as two or more participating local boards in the system agree can be purchased on a cooperative basis.
2. The services and classes of services which may be designated by the participating local boards hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.
3. The NJSBA, on behalf of all participating contracting units, shall, upon approval of the System's registration and upon the anniversary of the system's registration publish a legal ad in such format as required by N.J.A.C. 5:34-7.12 in a newspaper normally used for such purposes by it, to include such information as:
 - a. NJSBA's full name and the fact that it may be soliciting competitive bids or informal quotations; and
 - b. NJSBA's address and telephone number; and
 - c. The names of the participating contracting units; and
 - d. The State Identification Code for the Cooperative Pricing System, and
 - e. The expiration date of the Agreement.
4. Each of the participating local boards shall designate, in writing, to NJSBA, products and services to be purchased and indicate therein the approximate quantities desired, the location for delivery and other requirements, to permit the preparation of specifications as provided by law.

5. The specifications shall be prepared and approved by NJSBA and no changes shall thereafter be made except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
6. A single advertisement for bids or the solicitation of informal quotations for the work, materials or supplies to be purchased shall be prepared by NJSBA on behalf of all of the participating local boards desiring to purchase products and services and some or all of the other services specified in this Agreement.
7. NJSBA shall receive bids or quotations on behalf of all participating local boards. Following the receipt of bids, NJSBA shall review said bids and on behalf of all participating local boards, either reject all or certain of the bids or make one award to the lowest responsible bidder. This award shall result in the opportunity for individual local boards to enter into individual contracts with the successful bidder providing for the estimated aggregate quantities to be purchased during the term of the individual contracts.
8. Upon determining to accept the bid provided through this Agreement, each participating local board shall:
 - a. Certify the funds available only for its own needs ordered;
 - b. Enter into a formal written contract directly with the successful bidder(s);
 - c. Issue purchase orders in its own name directly to successful bidder(s) against said contract;
 - d. Accept its own deliveries;
 - e. Be invoiced and receive statements from the successful bidder(s);
 - f. Make payment directly to the successful bidder(s) and
 - g. Be individually responsible for any tax liability associated with the individual contract.
9. No participating local board in the Cooperative Pricing System shall be responsible for payment for any services ordered or for performance generally by any other participating local board. Each participating local board shall, accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.
 The provisions of paragraphs 7, 8 and 9 above shall be quoted or referenced and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.
10. No participating local board in the Cooperative Pricing System shall issue a purchase order or issue a contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids which it has itself received.
11. NJSBA reserves the right to exclude any item or service from within said system if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or practicable.
12. NJSBA shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.

- 13. This Agreement shall become effective upon signing, subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect for the duration of the Cooperative Pricing System’s Registration with DCA unless any party to this Agreement shall give written notice of its intention to terminate its participation.

- 14. Additional local boards may from time to time, execute this Agreement by means of a Rider attached hereto, which addition shall not invalidate this Agreement with respect to the other signatories. NJSBA is authorized to execute the Rider(s) on behalf of the members of the Cooperative Pricing System.

- 15. All records and documents maintained or utilized pursuant to the terms of this Agreement shall be identified by the code number assigned to the System by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.

- 16. This Agreement shall be binding upon and enure to the benefit of the successors and assigns of the respective parties hereto.

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

Personnel: 3/17/21 @ 11:00 a.m.

J. PUBLIC QUESTIONS AND DISCUSSION – old/or new business

(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, i below.

30. 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 – Individual privacy 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: Time: _____

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

MV: Time: _____

32. Motion by _____, seconded by _____, to accept HIB #BC0131821, as recommended by the Superintendent.
RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

33. Motion by _____, seconded by _____, to approve the termination of Employee #4309, as recommended by the Superintendent, notified on April 1, 2021, in accordance with the 21-day notice provision specified in their contract, as recommended by the Superintendent. RCV:

	Edward Kemp	Jennifer Knittel	Kimberley Morris	Patrick Rock	Lauren Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

L. ADJOURNMENT

34. Motion by _____, seconded by _____, to adjourn.

MV: Time: _____