

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**Monday, August 23, 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 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 the Express Times and to the Clerk of Washington Township.

2. Flag Salute

3. Roll Call:

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

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the minutes of July 12, 2021, as presented. MV:

**B. PUBLIC QUESTIONS AND DISCUSSION:** (agenda items)

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

**C. SECRETARY'S REPORT:**

5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the final Student Activity, Petty Cash and Cafeteria Account Reports, for the month ending June 30, 2021, as presented. MV:

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the attached transfers, as recommended by the Superintendent. RCV:

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

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Bills List for August 2021, as recommended by the Superintendent. MV:

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the final Board Secretary's and Cash Reports for the month ending June 30, 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							

**D. SUPERINTENDENT’S REPORT**

**Assessment Results – Linkit!**

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept, with regret, the resignation of Melissa Stanneck, Custodian, and to waive the 21-day notice clause in contract, without setting precedence, effective, August 6, 2021, as recommended by the Superintendent. RCV:

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

10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept, with regret, the resignation of Dawn Andrews, part-time Paraprofessional, and waive the 14-day notice clause in contract, without setting precedence, effective, July 20, 2021, as recommended by the Superintendent. RCV:

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

11. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept, with regret, the resignation of Courtney Ward, part-time Paraprofessional, effective, July 28, 2021, as recommended by the Superintendent. RCV:

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

12. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Jordan Delicato, World Language/Basic Skills Teacher, MA Step 2, salary to be \$55,540, (upon completion of employment requirements), effective September 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							

13. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a maternity leave of absence, for employee # 4131, effective on or about November 29, 2021, utilizing sick days (per contract), the Federal Family and Medical Leave Act (FMLA) and New Jersey Family and Medical Leave (FLA), 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 Daniel Petchonka, as a Custodian, rate to be \$14.25/hr., effective on or before August 23, 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							

15. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Nicholas Wulff, as a part-time Childcare Worker, (not to exceed 30 hours per week), rate to be \$14.00/hr. effective September 1, 2021, (upon completion of employment requirements), as recommended by the Superintendent. RCV:

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

16. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to amend the 2021-2022 employment contract for Emily Bussard, part-time Childcare Worker, hourly rate adjustment from \$13.00/hr. to \$14.00/hr., effective September 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							

17. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following substitutes for the 2021-2022 school year, as recommended by the Superintendent. RCV:

- Jacob Smith – custodian - (retroactive approval 7/22/2021)
- Courtney Ward – paraprofessional/teacher

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

18. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a change in preparation classification, for Kaleigh Soles, from BA to BA+15, salary to be \$55,900, effective September 1, 2021, as recommended by the Superintendent. RCV:

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

19. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve an agreement between the Washington Township Board of Education and the Hunterdon County Educational Services Commission (HCESC) to provide paraprofessionals for the 2021-2022 school year, at the following rate, as recommended by the Superintendent. RCV:

- \$26.75 per hour (inclusive of pension contribution, paid personal and sick days, payroll taxes, workers compensation, unemployment and admin. fee)

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

20. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a services agreement, between the Washington Township Board of Education and Precision HR Solutions, Inc., effective July 21, 2021 through July 22, 2022, to provide temporary or on-going custodian services, as recommended by the Superintendent

- \$23.00 per hour (inclusive of paid personal and sick days, payroll taxes, workers compensation, unemployment and admin. fee)

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

21. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the New Jersey Commission for the Blind contract, to provide CBVI Level 1 services, for student # 14204977, for the 2021-2022 school year, in the amount of \$2,200, as recommended by the Superintendent. RCV:

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

22. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the WTSD Mentor Plan, Statement of Assurance (SOA), as recommended by the Superintendent. RCV:

Washington Township School District Mentor Plan – State regulations require the CSA to share the Mentor Plan with the BOE for related fiscal impacts. The fiscal impact of the mentor plan is minimal as the Mentor and the Resident will meet outside school district contracted time. As in the past, the Resident is required to pay the Mentor fee and the BOE Business Office will continue to handle mentor payments.

	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 WTSD Professional Development Plan, Statement of Assurance (SOA), as recommended by the Superintendent. RCV:

Washington Township School District Professional Development Plan – State regulations require the CSA to share the District’s Professional Development Plan with the BOE for related fiscal impacts. The District will allocate approximately \$7,000 to cover the costs associated with the district and school Professional Development Plans. Funding will be allocated for consultants, workshop registrations, supplies and substitute teachers. ESEA Title IIA funds, in the amount of \$5,687 will also be utilized to support these professional development plans.

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

24. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve enrollment of the following staff member’s children for the 2021-2022 school year (policy #5111) , as recommended by the Superintendent. RCV:

STAFF ID	STUDENT ID
13144398	15361952
15306721	15114304
13499278	15286376

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

25. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Second Step Social Emotional Learning (SEL) Curriculum for the 2021-2022 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							

26. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the PTA events a Meadow Breeze Park, in Washington Township, for the 2021-2022 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							

**E. PRINCIPALS’ REPORT**

**F. TECHNOLOGY REPORT**

**G. CORRESPONDENCE:**

- Email from Melissa Stanneck
- Email from Courtney Ward
- Letter from Rebecca Whalen
- Email from Parent
- Letter from Board Attorney

**H. COMMITTEE MEETINGS:**

**Education Committee: 8/9/21 @ 7:00 p.m.**

27. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Book and Media List for the 2021-2022 school year, (attachment #11), as recommended by the Superintendent. RCV:

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

**Facilities Committee: 8/10/21 @ 7:00 p.m.**

28. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Delivery Service Agreement with Maschio’s Trucking, LLC to provide pickup and delivery of USDA Commodities, at a rate of \$164.95 per delivery, as recommended by the Superintendent. RCV:

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

29. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to renew the school related activities transportation contract with Snyder Bus Services, Inc. for the 2021-2022 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							

30. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the following quotes for the Port Colden Drain Project (excavate and install trench drain at walkway in rear parking lot), as recommended by the Superintendent. RCV:

	Cedar Ridge	All Image Asphalt	Bob Viersma & Sons, Inc.	B. Pfenninger Paving & Escavating, LLC
Quote	\$8,385.00	\$9,750.00	\$14,610.00	\$17,200.00

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

31. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to award the contract for the Port Colden Drain Project (excavate and install trench drain at walkway in rear parking lot), to Cedar Ridge, in the amount of \$8,385.00, as recommended by the Superintendent. RCV:

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

32. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the following quotes for Window Shade Replacement at Brass Castle School, Port Colden School and the Old Schoolhouse, as recommended by the Superintendent. RCV:

	<b>Budget Blinds</b>	<b>BAILAR</b>
Quote	\$42,433.00	\$48,180.20

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

33. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to award the contract for Window Shade Replacement at Brass Castle School, Port Colden School and the Old Schoolhouse, in the amount of \$42,433, as recommended by the Superintendent. RCV:

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

34. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the following quotes for Pest Management Services for the Washington Township School District, as recommended by the Superintendent. RCV:

	<b>Western Pest Services</b>	<b>Ehrlich</b>
Quote	\$1,500/yr.	\$1,740/yr.

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

35. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to award the contract for Pest Management Services for the Washington Township School district, in the amount of \$1,500/yr., as recommended by the Superintendent. RCV:

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

36. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a change order for the Port Colden Schoolhouse Roof Replacement, in the amount of \$13,750.00 (install new roof sheathing), as recommended by the Superintendent. RCV:

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

**Finance Committee:**

**Personnel Committee:**

37. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following substitute per diem rates, for the 2021-2022 school year, as recommended by the Superintendent. RCV:

TITLE	RATE
Teacher	\$ 95.00
Paraprofessional	\$ 90.00
Nurse – RN	\$200.00
Nurse – LPN	\$150.00

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

**I. PUBLIC QUESTIONS AND DISCUSSION: (old and/or new business)**

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

**J. EXECUTIVE SESSION** - if required as indicated in items \_\_\_\_\_ below.

38. 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: \_\_\_\_\_

39. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to return to open session.

MV:                      Time: \_\_\_\_\_

**K. ADJOURNMENT:**

40. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn.

MV:                      Time: \_\_\_\_\_