

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, July 12, 2021

7:30 p.m.

Minutes of July 12, 2021

Call to order by President

Time: 7:32 p.m.

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

Members in attendance: Jennifer Knittel, Kimberley Morris, Patrick Rock and Karen Graf, President. In addition, Keith Neuhs, Jean Flynn, Business Administrator, Jessica Garcia and Jessica McDonagh, Principals.

Members absent: Edward Kemp, Jr., Vice President, Lauren Schlaffer and Anita Smith

Flag Salute

B. PUBLIC HEARING: NONE

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the minutes of June 14, 2021, as presented. MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the executive session's minutes of June 14, 2021, as presented. MV: all voting yes, motion carried.

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:

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending May 31, 2021, as presented. MV: all voting yes, motion carried.

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the attached transfers, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the Bills List from June 15, 2021 to June 30, 2021. MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the July 2021 Bills List. MV: all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Patrick Rock, to approve the Board Secretary’s and Cash Reports for the month ending May 31, 2021, as presented. RCV: Knittel, Morris, Rock 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:

2019-2020 HIB Grade Report

Motion by Kimberley Morris, seconded by Patrick Rock, to approve Jessica Hewitt, Teacher, (dual certs.- K-6 elementary school teacher/ teacher of students with disabilities), Step 1 BA, salary to be \$51,040, (upon completion of employment requirements), effective 2021-2022 school year, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Patrick Rock, to approve Katie Faitoute, Custodian, rate to be \$14.25/hr., (upon completion of employment requirements and a 60-day probation period), effective date TBD, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the following Education appointments for the 2021-2022 school year, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Affirmative Action Officer	Jessica McDonagh
Curriculum Coordinator	Jessica McDonagh
ESSA Coordinator	Keith T. Neuhs
Testing Coordinator	Jessica McDonagh

Motion by Kimberley Morris, seconded by Patrick Rock, to approve the voluntary building transfers for the following staff members, for the 2021-2022 school year, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

STAFF MEMBER	TITLE	FROM	TO
Rebecca Clinebell	Teacher	Port Colden	Brass Castle
Courtney Maurer	Teacher	Brass Castle	Port Colden
Colleen Morea	Paraprofessional	Port Colden	Brass Castle
Ann Marie Schulte	Paraprofessional	Port Colden	Brass Castle
Lauren Weaver	Paraprofessional	Port Colden	Brass Castle

Motion by Jennifer Knittel, seconded by Patrick Rock, to approve the following substitutes for the 2021-2022 school year, as recommended by the Superintendent. RCV: Knittel, Rock and Graf, all voting yes, Morris abstained, motion carried.

Anthony-Iosue, Sandra
Balzer, Marilyn
Bussard, Emily
Tucker Gabrich (custodian)
Sean Morris (custodian)
Steven Morris (custodian)
Perna, Patti (nurse)
Polhemus, Deborah
Samela, Susan
Schubert, Brian
Thompson, Christine
Wassmuth, Michael (custodian)
Wassmuth, Robert (custodian)

Motion by Patrick Rock, seconded by Kimberley Morris, to approve the Comprehensive Equity Plan Statement of Assurance for 2021-2022, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the submission of the 2021-2022 ESEA Grant Application, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Title 1-A	\$30,723
Title II-A	\$ 8,263
Title IV-A	\$10,000
Total	\$48,986

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the following resolution, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

**School Alliance Insurance Fund
Resolution for Renewal of Membership**

WHEREAS, the **Washington Township Board of Education**, hereafter referred to as "**Educational Facility**" is a member of the School Alliance Insurance Fund, hereinafter referred to as "**Fund**"; and

WHEREAS, said renewal membership terminates as of July 1, 2021 at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Educational Facility** and the **Fund**; and

WHEREAS, the **Educational Facility** is afforded the following types of coverages:

- Workers' Compensation
- Supplemental Indemnity - Workers' Compensation
- Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability
- School Leaders Professional Liability
- Excess Liability (SLPL)

WHEREAS, the **Educational Facility** desires to renew said membership; **NOW**

THEREFORE, BE IT RESOLVED as follows:

1. The **Educational Facility** agrees to renew its membership in the **Fund** for a period of three years beginning July 1, 2021, and ending July 1, 2024 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.
2. The **Educational Facility's** Business Official, Jean Flynn, is hereby appointed as the **Educational Facility's** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Educational Facility's** renewal of its membership.

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the following SAIF (School Alliance Insurance Fund) HIF (Health Insurance Fund) resolution: RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

**School Alliance Insurance Fund
Indemnity and Trust Renewal Agreement**

THIS AGREEMENT, made this 12th day of July, 2021, in the County of **Warren**, State of New Jersey, by and between the School Alliance Insurance Fund, hereinafter referred to as "**Fund**", and the Governing Body of the **Washington Township Board of Education**, hereinafter referred to as "**Educational Facility**";

WHEREAS, the **Fund** seeks to provide its members with insurance coverage;

WHEREAS, two or more educational facilities have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto; and

WHEREAS, the **Educational Facility** is currently a member of said **Fund**; and

WHEREAS, the **Educational Facility** has resolved to renew said membership; **NOW**,

THEREFORE, it is agreed as follows:

1. The **Educational Facility** hereby renews its membership in the **Fund** for a three (3) year period, beginning July 1, 2021, and ending July 1, 2024 at 12:01 a.m. eastern standard time.

2. The **Educational Facility** agrees to participate in the **Fund** with respect to the types of insurance stated in the Renewal of Membership Resolution.
3. The **Educational Facility** hereby ratifies and reaffirms the bylaws and other organizational and operational documents of the **Fund** and as from time to time amended by the **Fund** and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.
4. The **Educational Facility** agrees to be a participating member of the **Fund** for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
5. In consideration of renewal of membership in the **Fund**, the **Educational Facility** agrees that for those types of insurance in which it participates, the **Educational Facility** shall jointly and severally assume and discharge the liability of each and every member of the **Fund** all of whom, as a condition of membership in the **Fund**, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the **Educational Facility** is pledged to the punctual payment of any sums which shall become due to the **Fund** in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.
6. If the **Fund**, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the **Educational Facility** agrees to reimburse the **Fund** for all such reasonable expenses, fees and costs on demand.
7. The **Educational Facility** and the **Fund** agree that the **Fund** shall hold all monies paid by the **Educational Facility** to the **Fund** as fiduciaries for the benefit of **Fund** claimants all in accordance with applicable statutes and/or regulations.
8. The **Fund** shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1 *et. seq.* and such other statutes and regulations as may be applicable.
9. The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute the Agreement to renew membership.

Motion by Kimberley Morris, seconded by Patrick Rock, to approve Monarch Management Corporation, to provide voluntary Student Accident Insurance, for the 2021-2022, school year as follows, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Coverage Options	At School	24-Hour
Premier Plan	\$93.00	\$195.00
Economy Plan	\$64.00	\$127.00

F. PRINCIPAL'S REPORT:

G. TECHNOLOGY REPORT:

H. CORRESPONDENCE:

I. COMMITTEE MEETINGS: NONE

Education Committee:

Facilities Committee:

Motion by Jennifer Knittel, seconded by Patrick Rock, to approve the Joint Transportation Agreement (CPI 1.69%) with the Warren Hills Regional Board of Education, as listed, for the 2021-2022 school year, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

2021-2022	
Routes	Cost
01/F	\$19,807.39
02/KL	\$16,953.95
03/A	\$17,688.23
04/C	\$23,082.18
12/D	\$20,699.59
14AB/IM	\$22,677.60
15AB/G	\$16,304.92
16AB/E	\$25,051.42
21/H	\$22,932.28
22/VAN 1	\$18,814.73
3SP	\$22,394.95
3MD	\$11,863.06
Total	\$238,270.30

Motion by Kimberley Morris, seconded by Jennifer Knittel, to accept the following quotes to seal, fill in cracks and stripe the upper parking lot at Port Colden School, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

	Pfenninger Asphalt Sealcoating & Striping, LLC	Hahr-Construction	Venus Tile Marble, LLC
Quote	\$8,000	\$11,975	\$14,500

Motion by Jennifer Knittel, seconded by Patrick Rock, to award the contract to Pfenninger Asphalt Sealcoating & Striping, LLC to seal, fill in cracks and stripe the upper parking lot at Port Colden School, for the amount of \$8,000, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Kimberley Morris, to approve an amendment to the E-Rate Partners, LLC Consulting Services contract, to add services for the Emergency Connectivity Fund (ECF) program. This amendment will include the ECF application process for services occurring from March 2020 through June 30, 2022, per fee schedule below, as recommended by the Superintendent. RCV: Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Fee Schedule

Range of Category 2 Funding Requested	Category 2 Fee
<\$5,000.00	\$600.00
From \$5000.00 to <\$25,000.00	\$1,000.00
From \$25,000.00 to <\$50,000.00	\$1,500.00
From \$50,000 to <\$150,000.00	\$2,000.00
\$150,000.00 and greater	\$2,500.00

Finance & Policy Committee:

Personnel Committee Report:

J. 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.)

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 Patrick Rock, seconded by Kimberley Morris, to adjourn.

MV: unanimous, motion carried Time: 7:53 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary