

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, October 4, 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.

Flag Salute

Roll Call:

Karen Graf, President
Edward Kemp, Jr. – Vice President
Jennifer Knittel
Kimberley Morris
Patrick Rock
Lauren Schlaffer
Anita Smith

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

B. PUBLIC HEARING:

- As per Public Law 6A:16-2.1 each school district shall, in consultation with their school physician, create a District Nursing Services Plan. The plan shall be adopted annual during a public hearing conducted at a regular board of education meeting: Nursing Services Plan

2. Motion by _____, seconded by _____, to approve the 2021-2022 Nursing Services Plan, (pending final approval from School Physician), as recommended by the Superintendent. RCV:

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

C: PRESENTATION:

- Dynamic Learning Maps- 2021 Assessment – Keith T. Neuhs, Superintendent

D. PUBLIC QUESTIONS AND DISCUSSION: (agenda items)

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

3. Motion by _____, seconded by _____, to approve the minutes of September 13, 2021, as presented. MV:

4. Motion by _____, seconded by _____, to approve the executive session minutes of September 13, 2021, as presented. MV:

E. SECRETARY'S REPORT:

5. Motion by _____, seconded by _____, to approve the Student Activity and Petty Cash Account Reports, for the month ending August 31, 2021, as presented. MV:

6. 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 Schlaffer	Anita Smith	Karen Graf
Yes							
No							
Abstain							

7. Motion by _____, seconded by _____, to approve the Board Secretary's and Cash Reports for the month ending August 31, 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							

F. SUPERINTENDENT'S REPORT:

8. Motion by _____, seconded by _____, to accept, with regret, the resignation of Dana Roberts, School Nurse, effective November 30, 2021, as recommended by the Superintendent. RCV:

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

9. Motion by _____, seconded by _____, to approve an amended change in preparation classification, for Kaleigh Soles, from BA to BA+30, salary to be \$57,200, 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							

10. Motion by _____, seconded by _____, to approve Sean Morris, as a part-time Custodian, rate to be \$14.50/hr., effective October 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							

11. Motion by _____, seconded by _____, to rescind the following motion, as recommended by the Superintendent. RCV:

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve Willie Franklin, as a part-time Custodian, rate to be \$14.50/hr. effective on or about September 20, 2021, (upon completion of employment requirements and a 60-day probation period), as recommend by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

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

12. 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 a Learning Disabilities Teacher Consultant (LDTC), for the 2021-2022 school year, 1.5 days/week at a rate of \$100/hr., (anticipated November 29, 2021 through April 15, 2022), 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 the following EpiPen/Auvi-Q delegates for the 2021-2022 school year, as recommended by the Superintendent. RCV:

EPI-PEN/AUVI Q DELEGATES

Brass Castle School
Christopher Dimitriou
Christine Drevitch
Lisa Galoppo
Jessica Garcia

Shannon McEvoy
Stacie Paruta
Stephen Scism
Renee Seiz

GLUCAGON DELEGATES

Brass Castle School
Christine Drevitch
Jessica Garcia
Shannon McEvoy
Deborah Tierney

EPI-PEN DELEGATES

Port Colden School
Sarah Bettenhausen
Robert Borusovic
Nicole Campagna
Amie DeFeo
Melissa Freitas
Amybeth Kupcha
Noreen McGeary
Barbara Pierson

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

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

Staff/Board Member	Type of Travel/Workshop	Registration Fee	Date	Mileage RT	Parking	Tolls	Meals	Lodging
Jennifer Knittel	NJ School Board Association Virtual Annual Meeting	\$ 450.00	10/26-28,2021	N/A	N/A	N/A	N/A	N/A
Dawn Nisivoccia	Wilson Reading System – Level 1 Certification (1-year virtual program)	\$2,300.00	October 15,2021-2022	N/A	N/A	N/A	N/A	N/A

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

15. Motion by _____, seconded by _____, to apply for the FY2022 ARP IDEA Grant and accept the grant award funds, upon approval of the FY2022 ARP IDEA application, as recommended by the Superintendent. RCV:

Basic	\$18,322
Preschool	\$ 1,561

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

16. Motion by _____, seconded by _____, to approve the following staff/stipend for the 2021-2022 Senior Program, as recommended by the Superintendent. RCV:

STAFF MEMBER	STIPEND
Heidi Kaiven	\$2,000
Barbara Pierson	\$2,000

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

17. Motion by _____, seconded by _____, to approve Jordan Delicato, to complete revisions to World Language Curriculum: American Sign Language, at a rate of \$30.00/hr. (not to exceed 20 hrs.), 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 formation of the 2021-2022 WTSD New Jersey Quality Single Accountability continuum (NJ-QSAC) Committee, as recommended by the Superintendent. RCV:

	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 WTSD Emergency Virtual/Remote Instruction Plan, 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							

G. PRINCIPALS' REPORT:

H. CORRESPONDENCE:

- Email from Dana Roberts, Brass Castle School Nurse
- Letter from School Alliance Insurance Fund (SAIF)/\$2,500 credit on general liability

I. COMMITTEE REPORTS:

Education:

Facilities:

20. Motion by _____, seconded by _____, to approve the contract with E-Rate Partners, LLC, to provide Rate services for Funding Year 2022 (July 1, 2022-June 30, 2023), Category 1 at \$1,000 and Category 2, (if applicable), per fee schedule below, as recommended by the Superintendent. RCV:

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

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

21. Motion by _____, seconded by _____, to approve the bus routes 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							

22. Motion by _____, seconded by _____, to approve the annual Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for school year, 2021-2022, 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 accept the following quotes for wheelchair lift replacement and installation, at Port Colden School, as recommended by the Superintendent. RCV:

VENDOR	QUOTE
Mattis Elevator Services, LLC	\$19,875.00
HandiLift	\$28,993.00

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

24. Motion by _____, seconded by _____, to award the contract to Mattis Elevator Services, LLC, in the amount of \$19,875.00, for the wheelchair lift replacement and installation, at Port Colden School, as recommended by the Superintendent. RCV:

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

Finance:

25. Motion by _____, seconded by _____, to approve the first reading of the following policies/Policy Alerts 223 & 224, as recommended by the Superintendent, RCV:

- P1648.13 School Employee Vaccination Requirements
- P2425 Emergency Virtual or Remote Instruction Program

POLICY ALERT 223

- P 0131 Bylaws, Policies, and Regulations (Revised)
- P 1521 Educational Improvement Plans (M) (Abolished)
- P 1649 Federal Families First Coronavirus (COVID-19) Response Act (M) (Abolished)
- P 3134 Assignment of Extra Duties (Revised)
- P & R 3142 Nonrenewal of Nontenured Teaching Staff Member (Revised)
- P & R 3221 Evaluation of Teachers (M) (Revised)
- P & R 3222 Evaluation of Teaching Staff Members, Excluding

- P & R 3223 Teachers and Administrators (M) (Revised)
Evaluation of Administrators, Excluding Principals,
Vice Principals, and Assistant Principals (M) (Revised)
- P & R 3224 Evaluation of Principals, Vice Principals, and
Assistant Principals (M) (Revised)
- P & R 4146 Nonrenewal of Nontenured Support Staff Member (Revised)
- P & R 5460.02 Bridge Year Pilot Program (M) (New)
- P & R 6471 School District Travel (M) (Revised)

- P 8561 Procurement Procedures for School Nutrition
Programs (M) (Revised)

POLICY Alert 224

- P 1648 Restart and Recovery Plan (M) (Abolished)
- P 1648.02 Remote Learning Options for Families (M) (Abolished)
- P 1648.03 Restart and Recovery Plan – Full-Time Remote
Instruction (M) (Abolished)

- P 1648.11 The Road Forward COVID-19 – Health and Safety (M) (New)
- P 2422 Comprehensive Health and Physical Education (M) (Revised)
- P 2467 Surrogate Parents and Resource Family Parents (M) (Revised)
- P 5111 Eligibility of Resident/Nonresident Students (M) (Revised)
- P 5114 Children Displaced by Domestic Violence (Abolished)
- P 5116 Education of Homeless Children (Revised)
- P 6115.01 Federal Awards/Funds Internal Controls – Allowability
of Costs (M) (New)
- P 6115.02 Federal Awards/Funds Internal Controls – Mandatory
Disclosures (M) (New)
- P 6115.03 Federal Awards/Funds Internal Controls – Conflict of
Interest (M) (New)
- P 6311 Contracts for Goods or Services Funded by Federal
Grants (M) (Revised)
- P & R 7432 Eye Protection (M) (Revised)
- P 8420 Emergency and Crisis Situations (M) (Revised)
- R 8420.1 Fire and Fire Drills (M) (Revised)
- P 8540 School Nutrition Programs (M) (Revised)
- P 8550 Meal Charges/Outstanding Food Service Bill (M) (Revised)
- P 8600 Student Transportation (M) (Revised)
- P 8810 Religious Holidays (Abolished)

Personnel:

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.

26. 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: _____

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

MV: Time: _____

L. ADJOURNMENT:

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

MV: Time: _____