

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

**Monday, September 13, 2021**

**7:30 p.m.**

Minutes of September 13, 2021

Call to order by President

Time: 7:31 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: Edward Kemp, Vice-President, Jennifer Knittel, , Patrick Rock (virtual), Lauren Schlaffer and Karen Graf, President. In addition, Keith Neuhs, Jean Flynn, Business Administrator, Jessica Garcia and Jessica McDonagh, Principals.

Members absent: Kimberley Morris and Anita Smith

Flag Salute

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the minutes of August 23, 2021, as presented. MV: all voting yes, Schlaffer abstained, motion carried.

**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:**

Motion by Edward Kemp, seconded by Patrick Rock, to approve Student Activity, and Petty Cash Account Reports for the month ending July 31, 2021, as presented. MV: all voting yes, motion carried.

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

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the Bills List for September 2021. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Lauren Schlaffer, to approve the Board Secretary's and Cash Reports for the month ending July 31, 2021, presented. RCV: Kemp, Knittel, Rock, Schlaffer 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.

**D. SUPERINTENDENT'S REPORT:**

Motion by Laura Schlaffer, seconded by Edward Kemp, to approve Brian McLaughlin, as a Long-Term Substitute Teacher, (for employee #4199), effective September 13, 2021, salary to be substitute rate \$95.00/per diem, upon completion of employment requirements and Step 1 BA salary to be \$51,040 (prorated), upon completion of teacher certification), to on or about January 24, 2022, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Lauren Schlaffer, to approve the following substitutes for the 2021-2022 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

Christine Ahern-Paraprofessional
Rose Davignon-Teacher/Paraprofessional
Claudia Izeppi-Teacher/Paraprofessional

Motion Patrick Rock, seconded Lauren Schlaffer, to approve the following Formal/Informal Mentors, for the 2021-2022 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

<b>FORMAL MENTOR</b>	<b>STAFF MEMBER</b>
Joan Reape-Pare	Jessica Hewitt
Stacie Paruta	Jordan Delicato

  

<b>INFORMAL MENTOR</b>	<b>STAFF MEMBER</b>
Michele Mahon	Rebecca Clinebell

Motion by Lauren Schlaffer, seconded by Jennifer Knittel, to approve a voluntary building transfer for the following staff member, for the 2021-2022 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

<b>STAFF MEMBER</b>	<b>TITLE</b>	<b>FROM</b>	<b>TO</b>
Janeen Bitecola	Paraprofessional	Brass Castle School	Port Colden School

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve \$20,500 of Susan Graham's salary to be funded by the 2021-2022 ESEA Federal Grant, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Patrick Rock, to approve the out-of-district experiences, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Jean Flynn	Hunterdon/Warren A.S.B.O	\$195.00	9/15, 10/20, 11/17, 12/15/2021, 1/19, 2/16, 3/23, 4/27, 5/18/2022	12	-	-	-	-
Jesse Wyke	Warren County Speech Language Hearing Assoc.	\$60.00	10/22/21	11	-	-	-	-

Motion by Lauren Schlaffer, seconded by Jennifer Knittel, to approve the annual update of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials (to be appended to the Uniform State Memorandum of Agreement 2019), for the 2021-2022 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

**E. PRINCIPALS' REPORTS**

**F. CORRESPONDENCE**

**G . COMMITTEE REPORTS**

**Education:**

**Facilities:**

**Finance:**

**Personnel:** 9/13/21@6:45 p.m.

**H. 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.)

**I. EXECUTIVE SESSION** - if required as indicated in items i below.

Motion by Jennifer Knittel, seconded by Edward Kemp, 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 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: unanimous, motion carried.

Time: 7:54 p.m.

Motion by Jennifer Knittel, seconded by Edward Kemp, to return to open session.

MV: unanimous, motion carried

Time: 8:08 p.m.

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 recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Patrick Rock, to approve David Carvatt, as a full-time Custodian, rate to be \$15.00/hr., effective on or about September 20, 2021, (upon completion of employment requirements and a 60-day probation period), as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Lauren Schlaffer, to approve the following Custodian hourly rates, effective October 1, 2021, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

<b>POSITION</b>	<b>HOURLY RATE</b>
Full-Time Custodian	\$15.00
Part-Time Custodian	\$14.50
Substitute Custodian	\$14.00

Motion by Lauren Schlaffer, seconded by Jennifer Knittel, to amend the 2021-2022 employment contract for Zaida Amon, Custodian, hourly rate adjustment from \$17.75/hr. to \$18.75/hr., effective October 1, 2021, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Lauren Schlaffer, to adjourn.

MV: unanimous, motion carried

Time: 8:13 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary