

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, November 8, 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 the Clerk of Washington Township.

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

Table with 8 columns: Name, Edward Kemp, Jennifer Knittel, Kimberley Morris, Patrick Rock, Lauren Schlaffer, Anita Smith, Karen Graf. Row 1: Present

Flag Salute:

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

B. PUBLIC HEARING:

- Audit Presentation by Anthony Ardito, Auditor – Ardito & Company, LLP

3. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the Comprehensive Annual Financial Report (CAFR) and report of Administrative Findings: Financial, Compliance and Performance, for the fiscal year ending June 30, 2021 and note that there were no audit recommendations. RCV:

Table with 8 columns: Name, Edward Kemp, Jennifer Knittel, Kimberley Morris, Patrick Rock, Lauren Schlaffer, Anita Smith, Karen Graf. Rows: Yes, No, Abstain

C. PUBLIC QUESTIONS & DISCUSSIONS: (Agenda Items)

D. SECRETARY'S REPORT:

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Student Activity, Petty Cash and Cafeteria account reports for the month ending September 30, 2021, as presented. MV:

5. 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							

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Bills List for October and November 2021. MV:

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Board Secretary's and Cash Reports for the month ending September 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							

#### E. SUPERINTENDENT'S REPORT:

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept, with regret, the resignation of Emily Bussard, part-time Childcare Worker, effective November 4, 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 a change in preparation classification for Lisa Galoppo, from BA+15 to MA, salary to be \$84,710, effective September 1, 2021, a 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 a voluntary building transfer for the following staff members, for the 2021-2022 school year, as recommended by the Superintendent. RCV:

STAFF MEMBER	TITLE	FROM	TO
Colleen Morea	Paraprofessional	Brass Castle School	Port Colden School
Agatha Russo	Paraprofessional	Port Colden School	Brass Castle School
Michelle VanNest	Paraprofessional	Port Colden School	Brass Castle School
Lauren Weaver	Paraprofessional	Brass Castle School	Port Colden School

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

11. 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
Jordan Delicato	Discover Sign-Language On-Line Workshop	\$115.00	Self-Paced Tutorial	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							

12. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following EpiPen/Auvi-Q delegates for the 2021-2022 school year, as recommended by the Superintendent. RCV:

Brass Castle School	Port Colden School
Keith T. Neuhs	Keith T. Neuhs
Joan Reape-Pare	

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

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

Brass Castle School	Port Colden School
Keith T. Neuhs	Sarah Bettenhausen
	Keith T. Neuhs
	Barbara Pierson
	Amanda Smith

	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 2021-2022 shared services agreement between Washington Township Board of Education and Oxford Township Board of Education for the Cluster Curriculum Writing, at an annual fee of \$1,300, as recommended by the Superintendent. RCV:

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

**F. PRINCIPALS' REPORT:**

**G. CORRESPONDENCE:**

- Letter from Rosalie S. Lamonte, Ph.D. – Interim Executive County Superintendent – Approval Letter Emergency Remote Virtual Instruction Program
- Email from Emily Bussard
- Letter from Rebecca Clinebell

**H. COMMITTEE REPORTS:**

**Education:**

**Facilities:**

**Note: Bus evacuation drills were held at Brass Castle and Port Colden Schools on October 28, 2021.**

15. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the initial submission of the Port Colden HVAC project (Long Range Facility Plan Project, as amended March 10, 2020), to the Department of Education Office of School Facilities, 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 approve the M-1 (Annual Maintenance Budget Amount Worksheet), as per N.J.A.C 6A:26A-4.1, to be submitted to the Executive County Superintendent, 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 submission of the Comprehensive Maintenance Plan (CMP) for 2020-2021, 2021-2022, 2022-2023, as per 6A:26A-3.1 to the Executive County Superintendent, as presented and recommended by the Superintendent. RCV:

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

**Finance:**

18. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the second reading and adoption 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 Teachers and Administrators (M) (Revised)
- P & R 3223 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)

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

**Personnel:**

19. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following Home Instructors for the 2021-2022 school year, on an “as-needed” basis at a rate of \$30.00/hr., as recommended by the Superintendent.  
RCV:

Rebecca Clinebell
Christine Drevitch
Amanda Smith

	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 on non-agenda items unless they have requested to be on the agenda.)

**J. EXECUTIVE SESSION** - if required as indicated in items a & b.

20. 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 by Federal Law, State Law, or Court Rule and Individual privacy. 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: \_\_\_\_\_

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

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

22. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept HIB #PC101321, as recommended by the Superintendent. RCV:

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

#### K. ADJOURNMENT

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

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