

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, November 8, 2021

7:30 p.m.

Minutes of November 8, 2021

Call to order by President

Time: 7:30 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, Lauren Schlaffer, Anita Smith and Karen Graf, President. In addition, Keith Neuhs, Jean Flynn, Business Administrator, Jessica Garcia and Jessica McDonagh, Principals.

Members absent: Kimberley Morris

Flag Salute:

Motion by Patrick Rock, seconded by Lauren Schlaffer, to approve the minutes of October 4, 2021, as presented. MV: all voting yes, motion carried.

B. PUBLIC HEARING:

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

Motion by Lauren Schlaffer, seconded by Jennifer Knittel, 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: Kemp, Knittel, Rock, Schlaffer, Smith and Graf, all voting yes, motion carried.

C. PUBLIC QUESTIONS & DISCUSSIONS: (Agenda Items) - None

D. SECRETARY'S REPORT:

Motion by Lauren Schlaffer, seconded by Jennifer Knittel, to approve the Student Activity, Petty Cash and Cafeteria account reports for the month ending September 30, 2021, as presented. MV: all voting yes, motion carried.

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

Motion by Jennifer Knittel, seconded by Anita Smith, to approve the Bills List for October and November 2021. MV: all voting yes, motion carried.

Motion by Anita Smith, seconded by Edward Kemp, to approve the Board Secretary's and Cash Reports for the month ending September 30, 2021, as presented. RCV: Kemp, Knittel, Rock, Schlafter, Smith 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:

Motion by Edward Kemp, seconded by Lauren Schlafter, to accept, with regret, the resignation of Emily Bussard, part-time Childcare Worker, effective November 4, 2021, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlafter, Smith and Graf, all voting yes, motion carried.

Motion by Lauren Schlafter, seconded by Patrick Rock, 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: Kemp, Knittel, Rock, Schlafter, Smith and Graf, all voting yes, motion carried.

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

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

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

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

Motion by Jennifer Knittel, seconded by Patrick Rock, to approve the following EpiPen/Auvi-Q delegates for the 2021-2022 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer, Smith and Graf, all voting yes, motion carried.

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

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

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

Motion by Lauren Schlaffer, seconded by Jennifer Knittel, 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: Kemp, Knittel, Rock, Schlaffer, Smith and Graf, all voting yes, motion carried.

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: None

Facilities: None

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

Motion by Anita Smith, seconded by Edward Kemp, 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: Kemp, Knittel, Rock, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Lauren Schlaffer, 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: Kemp, Knittel, Rock, Schlaffer, Smith and Graf, all voting yes, motion carried.

Motion by Lauren Schlaffer, seconded by Patrick Rock, 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: Kemp, Knittel, Rock, Schlaffer, Smith and Graf, all voting yes, motion carried.

Finance: None

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the second reading and adoption of the following policies/Policy Alerts 223 & 224, as recommended by the Superintendent, RCV: Kemp, Knittel, Rock, Schlaffer, and Graf, all voting yes, Smith voting no, motion carried.

- 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 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: None

Motion by Jennifer Knittel, seconded by Patrick Rock, 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: Kemp, Knittel, Rock, Schlaffer, Smith and Graf, all voting yes, motion carried.

Rebecca Clinebell
Christine Drevitch
Amanda Smith

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.)

Patrick Rock questioned:

- Covid Protocols
- SEL Programs
- Content Filtering

Superintendent responded.

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

Motion by Lauren Schlaffer, seconded by Anita Smith, 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: unanimous, motion carried Time: 8:45 p.m.

Motion by Anita Smith, seconded by Edward Kemp, to return to open session.

MV: unanimous, motion carried Time: 9:06 p.m.

Motion by Patrick Rock, seconded by Anita Smith, to accept HIB #PC101321, as recommended by the Superintendent. RCV: Kemp, Knittel, Rock, Schlaffer, Smith and Graf, all voting yes, motion carried.

K. ADJOURNMENT

Motion by Anita Smith, seconded by Edward Kemp, to adjourn.

MV: unanimous, motion carried Time: 9:07 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary