

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

**REGULAR MEETING**

Monday, March 21, 2022

7:30 p.m.

**Minutes of March 21, 2022**

Call to order by President

Time: 7:32p.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, February 24, 2022, to the Express Times and to the Clerk of Washington Township.

Members in attendance: Kristopher Eisner, Edward Kemp, Vice-President, Jennifer Knittel, Kimberley Morris, Nick Riess, Patrick Rock and Karen Graf, President. In addition, Keith Neuhs, Jean Flynn, Business Administrator and Jessica Garcia and Jesica McDonagh, Principals.

Members absent: none

Flag Salute

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the minutes of February 23, 2022, as presented. MV: all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the executive minutes of February 23, 2022, as presented. MV: all voting yes, motion carried.

**B. PUBLIC QUESTIONS & DISCUSSIONS** (Agenda Items) - None

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 Jennifer Knittel, to approve the Board Secretary's and Cash Reports for the month ending January 31, 2022, as presented. RCV: Eisner, Kemp, Knittel, Morris, Riess, 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.

Motion by Kimberley Morris, seconded by Patrick Rock, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending January 31, 2022, as presented. MV: all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve line item transfers, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, Riess abstained, motion carried.

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the Bills List for March 2022. RCV: all voting yes, Riess abstained, motion carried.

#### **D. SUPERINTENDENT'S REPORT**

Presentation of the 2022-2023 Proposed Budget:

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve Sarah Bowbliss, as a long-term substitute teacher, (medical leave replacement), BA Step 3, salary to be \$52,240 (pro-rated), for the 2021-2022 school year, pending satisfactory completion of hiring requirements, effective April 25, 2022 through the last day of school, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve Rekha Joneja, part-time Child Care Worker, for the 2021-2022 school year, upon completion of employment requirements, salary to be \$14.00 hourly rate, effective date TBD, (not to exceed 30 hours per week), as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve Amanda Miller, part-time Child Care Worker, for the 2021-2022 school year, upon completion of employment requirements, salary to be \$14.00 hourly rate, effective date TBD, (not to exceed 30 hours per week), as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Kimberley Morris, to approve an intermittent federal medical leave of absence (FMLA) for employee #4317, effective March 7, 2022 through April 1, 2022, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve Andrew Rusnak, a student at Centenary University, for a clinical experience (practicum), 2 full days per week or 4 half days per week, on or about August 29, 2022 to on or about December 16, 2022 and a clinical internship (student teaching) on or about January 26, 2023 to on or about April 28, 2023, with Sarah Bettenhausen, 1<sup>st</sup> grade teacher, Port Colden School, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the out-of-district experiences, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock 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	New Jersey Association of School Business Officials (NJASBO) Conference	\$275.00	June 7-10, 2022	148.8/RT	\$10.00	\$10.00	\$275.00	-

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the submission of the 2021-2022 Testing for Lead in School Drinking Water Statement of Assurance (SOA) to the New Jersey Department of Education (NJDOE), as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Kimberley Morris, to place the following classified students in the Washington Township Extended School Year Program, Brass Castle School, June 29, June 30 & July 6-29, 2022, 8:30-12:30 p.m. as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

13544188,13202173,15488204,14505805,12688493,14530928,13423217,13168566,14563723,  
14741325,15269503,14205452,15136813,13520809,13416005,14190819,13658988,15489602,  
14204977,14473047,13635882,15264310,14391545,15010296,14883796,13175068,13625982,  
14536439,13685801,15112995,13607965,13658973,13873601,13380320,13659716,15686945,  
15455529

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve summer hours for the following staff to service students in the district from July 1, 2022-August 26, 2022 not to exceed 28 hours, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Erin Karl	School Social Worker
Nicole Smith	Speech Specialist
Deb Tierney	School Counselor
Rebecca Whalen	LDTC
Genevieve Williams	BCBA

Motion by Kimberley Morris, seconded by Patrick Rock, to provide homebound instruction for student ID# 12778970, effective on or about March 18, 2022, until further notice, but no later than the last day of school, not to exceed 10 hours per week, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Kimberley Morris, to approve Bonnie Adamski, as homebound instructor, effective on or about March 18, 2022, until further notice, but no later than the last day of school, at a rate of \$50.00/hr., not to exceed 10 hours per week, as recommended by the Superintendent. RCV: Eisner, Kemp, Morris, Riess, Rock and Graf, all voting yes, Knittel abstained, motion carried.

Motion by Patrick Rock, seconded by Kimberley Morris, to approve the following field trip for the 2021-2022 school year, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Grade	Trip	Destination
K & 1	Warren Hills Regional HS	Washington, NJ

(All students will be transported in school buses unless their destination is New York City, Philadelphia or beyond 50 miles, or otherwise noted. Parents/guardians are responsible for all fees and transportation costs.)

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the following clubs for the 2021-2022 school year, at a rate of \$27.00/hr., as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock, all voting yes, motion carried.

<b>BRASS CASTLE SCHOOL</b>					
<b>Club</b>	<b>Sponsor</b>	<b>Grade</b>	<b># Students</b>	<b>Season</b>	<b>Sessions</b>
Chess	Drevitch	4, 5, 6	12	Spring	6
Crafts & Games	Wilhelm	Kindergarten	30	Spring	6
Dance Club	Delicato	4,5,6	15-20	Spring	4
Girls Running Club	Peterson/Pare	4, 5, 6	25	Spring	8
Spring Sports Club	Scism	4, 5, 6	20-24	Spring	9
4 <sup>th</sup> Grade Band	Rizzo	4	25	Spring	4
5 <sup>th</sup> Grade Band	Rizzo	5	25	Spring	5
6 <sup>th</sup> Grade Band	Rizzo	6	25	Spring	5

#### **E. PRINCIPALS' REPORT**

#### **F. CORRESPONDENCE**

- Letter from Rosalie S. Lamonte, Ph.D., Interim Executive County Superintendent Warren County Office of Education

#### **G. COMMITTEE REPORTS**

**Education:** None

**Facilities:** None

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve application submission for the Plumbing & Appliance Program to the New Jersey Clean Energy, as recommended by the Superintendent. (Application submission is to replace 11 urinals and 49 toilets with water-conserving plumbing fixtures with automatic or touchless device. Appliance application is to replace Port Colden kitchen dishwasher that is Energy Star rated. Program Grants will be 75% of the cost of the approved project cost.), as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

#### **Finance & Policy:**

Motion by Kimberley Morris, seconded by Jennifer Knittel, to adopt the proposed 2022-2023 school district budget to be submitted to the Executive County Superintendent of Schools for required review and approval. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, Riess abstained, motion carried.

The base budget includes the use of \$50,702 of Bank Cap and \$66,952 of Unrestricted Fund Balance due to loss of State Aid and \$662,345 of capital reserve funds for a HVAC renovation at Port Colden School. The budget also includes a withdrawal of \$100,000 of maintenance reserve funds for paving project Brass Castle School [per N.J.A.C 6A:23A-14.2(d)].

General Fund	\$8,939,902
Special Revenue Fund	\$ 810,347
Total Base Budget	\$9,750,249
General Fund Tax Levy	\$6,832,361

**Personnel:** Meeting on 3/8/22 @ 7:00 p.m.

**H. PUBLIC QUESTIONS AND DISCUSSION** - old and/or new business - None  
(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 a & b below.

Motion by Jennifer Knittel, seconded by Patrick Rock, 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. 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: 8:28 p.m.

Motion by Patrick Rock, seconded by Edward Kemp, to return to open session.

MV: unanimous, motion carried Time: 9:08 p.m.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to remove student #12784679 from district, as student is not a resident of Washington Township, as recommended by the Superintendent. RCV: **TABLED**

Motion by Jennifer Knittel, seconded by Edward Kemp, to accept HIB #BC030322, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

**J. ADJOURNMENT**

Motion by Edward Kemp, seconded by Patrick Rock, to adjourn.

MV: unanimous, motion carried

Time: 9:10 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary