

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

REGULAR MEETING

Monday, July 11, 2022

7:30 p.m.

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**Minutes of July 11, 2022**

Call to order by President

Time: 7:34 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 13, 2022, to the Express Times and to the Clerk of Washington Township.

Members in attendance: 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 Jessica McDonagh, Principals.

Members absent: Kristopher Eisner

Flag Salute:

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the minutes of June 13, 2022, as presented. MV: all voting yes, Morris and Reiss abstained, motion carried.

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the executive session's minutes of June 13, 2022, as presented. MV: all voting yes, Morris and Reiss abstained, motion carried.

**B. PUBLIC QUESTIONS AND DISCUSSION:** (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 Jennifer Knittel, seconded by Kimberley Morris, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending May 31, 2022, as presented. MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Patrick Rock, to approve the attached transfers, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the Bills List from June 11, 2022 to June 30, 2022. MV: all voting yes, motion carried.

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the July 2022 Bills List. MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Patrick Rock, to approve the Board Secretary’s and Cash Reports for the month ending May 31, 2022, as presented. RCV: 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.

**D. SUPERINTENDENT’S REPORT:**

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve Elizabeth Anema, School Nurse, Step 11 BA, salary to be \$65,410, upon completion of employment requirements (salary to be adjusted upon ratification of WTEA agreement), effective for the 2022-2023 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Kimberley Morris, to approve the following staff members to serve on the district’s Professional Development Committee. Members to be compensated, as per the WTEA negotiated agreement, (not to exceed 10 hrs.), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Dawn Baxendale	Nancy Krukowski
Sarah Bettenhausen	Toni Ann Smith

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the following Education appointments for the 2022-2023 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Curriculum Coordinator	Jessica McDonagh
ESSA Coordinator	Keith T. Neuhs
District Testing Coordinator	Jessica McDonagh

Motion by Jennifer Knittel, seconded by Patrick Rock, to approve the voluntary building transfers for the following staff members, for the 2022-2023 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

STAFF MEMBER	TITLE	FROM	TO
Janeen Bitecola	Paraprofessional	Port Colden	Brass Castle
Deborah Dunlap	Paraprofessional	Brass Castle	Port Colden
Agatha Russo	Paraprofessional	Brass Castle	Port Colden

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the following substitutes for the 2022-2023 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Amon, Charles (custodian)
Anthony-Iosue, Sandra
Balzer, Marilyn
Pamela Casserly
Davignon, Rose
Hunziker, Carol
Kaiven, Edward
Kohansby, Grace
Perna, Patti (nurse)
Polhemus, Deborah
Samela, Susan
Schubert, Brian
Sellers, Krystiana
Smith, Jake (custodian)
Thompson, Christine
Ward, Courtney
Wassmuth, Michael
Wassmuth, Robert (custodian)

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage	Parking	Tolls	Lodging Costs	Meals
Jordan Delicato	Simple Signing Conversations Phillipsburg Education Center	\$135.00	Tuesdays 9/13- 11/15,2022	-	-	-	-	-

Motion by Kimberley Morris, seconded by Jennifer Knittel, to apply for the FY2023 IDEA Grant and accept the grant award funds, upon approval of the FY2023 IDEA application, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Basic	\$149,284
Preschool	\$ 11,452

Motion by Patrick Rock, seconded by Edward Kemp, to approve the 6<sup>th</sup> Grade field trip to Camp Bernie, October 18, 2022 and October 24, 2022, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Patrick Rock, to approve the August 22, 2022 Board of Education Meeting be rescheduled to August 29, 2022, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

**F. PRINCIPALS' REPORT**

**G. CORRESPONDENCE:**

- Thank You Note from The Chelsea at Brookfield Assisted Living

**H. COMMITTEE MEETINGS:**

**Education Committee:**

**Facilities Committee: meeting 7/11/2022 (postponed)**

Motion by Edward Kemp, seconded by Jennifer Knittel, to renew the school related activities transportation contract with Snyder Bus Services, Inc. for the 2022-2023 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Nick Riess, seconded by Patrick Rock, to approve the Joint Transportation Agreement with the Warren Hills Regional Board of Education, as listed, for the 2022-2023 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

<b>2022-2023</b>	
<b>Routes</b>	<b>Cost</b>
01/F	\$20,185.71
02/KL	\$17,277.77
03/A	\$18,026.07
04/C	\$23,523.05
12/D	\$21,094.96
14AB/IM	\$23,110.74
15AB/G	\$16,616.35
16AB/E	\$25,529.90
21/H	\$23,370.28
22/VAN 1	\$19,174.09
Total	\$207,908.92

Motion by Nick Riess, seconded by Patrick Rock, to accept the following quotes to remove and replace sections of sidewalk at Brass Castle School, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

	<b>P.Breslin Masonry</b>	<b>Hahr-Construction</b>
<b>Quote</b>	\$22,360	\$23,300

Motion by Nick Riess, seconded by Kimberley Morris, to award the contract to P. Breslin Masonry, to remove and replace sections of sidewalk at Brass Castle School, in the amount of \$22,360, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

**Finance & Policy Committee:**

**Personnel Committee: meeting 7/7/2022**

**I. 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.)

**J. EXECUTIVE SESSION:** - if required as indicated in items b, c, i below.

Motion by Jennifer Knittel, seconded by Kimberley Morris, 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 Individual privacy, Collective bargaining agreements, 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: 7:53 p.m.

Motion by Patrick Rock, seconded by Nick Riess, to return to open session.

MV: unanimous, motion carried Time: 8:15 p.m.

Motion by Jennifer Knittel, seconded by Kimberley Morris, to withhold the step and adjustment increment for staff member #2078, for the 2022-2023 school year, as recommended by the Superintendent. RCV: Knittel, Morris, Riess and Graf, all voting yes, Kemp and Rock, abstained, motion carried.

**K. ADJOURNMENT:**

Motion by Patrick Rock, seconded by Jennifer Knittel, to adjourn.

MV: unanimous, motion carried Time: 8:17 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary