

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, September 12, 2022

7:30 p.m.

Minutes of September 12, 2022

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 on January 13, 2022, to the Express Times and to the Clerk of Washington Township.

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

Members absent: Nick Riess and Patrick Rock

Flag Salute:

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the minutes of August 4, 2022 as presented. MV: all voting yes, Eisner abstained, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the minutes of August 29, 2022, as presented. MV: all voting yes, motion carried.

Kimberley Morris arrived at meeting 7:33 p.m.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the executive minutes of August 29, 2022, as presented. MV: all voting yes, Morris 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 Edward Kemp, to approve Student Activity for the month ending July 31, 2022, as presented. MV: all voting yes, motion carried.

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

Motion by Kimberley Morris, seconded by Kristopher Eisner, to approve the Bills List for September 2022. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the Board Secretary’s and Cash Reports for the month ending July 31, 2022, presented. RCV: Eisner, Kemp, Knittel, Morris 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 Kimberley Morris, seconded by Jennifer Knittel, to approve 2022-2023 school year, step/salary adjustment for Jacqueline Henderson from Step 14/\$73,545 to Step 15/\$75,945, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Kristopher Eisner, seconded by Kimberley Morris, to approve the following substitutes for the 2022-2023 school year, pending completion of satisfactory hiring requirements, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

- Allison Rice – Teacher/Paraprofessional
- Linda Wheaton – Substitute Secretary - \$15/hr. retroactive to 9/6/2022

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the following Formal Mentors, for the 2022-2023 school year, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

FORMAL MENTOR	STAFF MEMBER
Joan Reape-Pare	Jessica Hewitt
Stacie Paruta	Jordan Delicato

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the following Homework Club Advisors, for the 2022-2023 school year, rate to be \$35.00/hr., as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Joanne Mitch	Stacie Paruta
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Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the following Home Instructors, for the 2022-23 school year, rate to be \$35.00/hr. not to exceed 10 hrs./week as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Rebecca Clinebell
Christine Drevitch
Jessica Hewitt

Motion by Kristopher Eisner, seconded by Kimberley Morris, to approve the following Brass Castle EpiPen Delegates for the 2022-2023, school year, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Christopher Dimitriou	Lisa Galoppo
Christine Drevitch	Keith Neuhs
Lisa Galoppo	Stacie Paruta
Jessica Garcia	Joan Reape-Pare
Nancy Krukowski	Shannon Wilhelm

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the following Brass Castle Baqsimi Glucagon Nasal Powder Delegates for the 2022-2023 school year, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Jordan Delicato	Keith Neuhs
Christopher Dimitriou	Stephen Scism
Christine Drevitch	Renee Seiz
Jessica Garcia	Kaleigh Soles
Laura Hawk	Deborah Tierney
Jamie Hussey	Shannon Wilhelm
Nancy Krukowski	

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve \$26,522 of Susan Graham’s salary to be funded by the 2022-2023 ESEA Federal Grant, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Kimberley Morris, 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 2022-2023 school year, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the 2022-2023 Emergency Virtual/Remote Instruction Plan, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Kristopher Eisner, to approve the Shared Services Nursing Agreement, between The Mansfield Township Board of Education and the Washington Township Board of Education, for the 2022-2023 school year, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the following field trip for the 2022-2023 school year, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

(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).

Grade	Destination
6	Centenary College Play House

Motion by Jennifer Knittel, seconded by Kimberley Morris, to accept, with regret, the resignation of Lauren Weaver, part-time Paraprofessional, effective September 21, 2022, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the following substitute for the 2022-2023 school year, (upon completion of employment requirements), as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

- Debra Franklin - Custodian

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage	Parking	Tolls	Lodging Costs	Meals
Jean Flynn	Hunterdon/Warren A.S.B.O Meetings	\$195.00	9/21, 10/19, 11/16, 12/14, 2022 1/18, 2/15, 3/22, 4/19, 5/17, 2023	12	-	-	-	-

Motion by Jennifer Knittel, seconded by Kimberley Morris, to adopt the following Resolution to Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

WHEREAS, NJSA 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget times or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.

WHEREAS, the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account any time during the year by resolution, and

WHEREAS, the Washington Township Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund for the following:

\$6,430 for Maintenance Accounts for Brass Castle Emergency Septic Pumps Replacement.

WHEREAS, according to 6A:23A-14.2E, the Washington Township Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

E. PRINCIPALS' REPORTS

F. CORRESPONDENCE

- SAIF -2021/2022 Tier 1 Safety Incentive Program Award Letter

G . COMMITTEE REPORTS

Education: NONE

Facilities: NONE

Finance & Policy:

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the 1st reading of the following policies and regulations, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris and Graf, all voting yes, motion carried.

- P2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment
- P2425 Emergency Virtual or Remote Instruction Program
- P & R 2622 Student Assessment (M) (Revised)
- P2624 Grading System
- P & R 2431.4 Prevention and Treatment of Sports-Related Concussions
- P2460 Special Education (M)
- P 3233 Political Activities (Revised)
- P5111 Eligibility of Resident/Nonresident Students
- R5420 Reporting Pupil Progress
- P 5541 Anti-Hazing (M) (New)
- P & R 5751 Sexual Harassment of Students (M) (Revised)
- P & R 8465 Bias Crimes and Bias-Related Acts (M) (Revised)
- P 9560 Administration of School Surveys

Personnel: NONE

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 below. - NONE

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. 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: _____

Motion by _____, seconded by _____, to return to open session.

MV:

Time: _____

J. ADJOURNMENT

Motion by Edward Kemp, seconded by Kimberley Morris, to adjourn.

MV: unanimous, motion carried

Time: 7:58 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary