

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, October 3, 2022

7:30 P.M.

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**Minutes of October 3, 2022**

Call to order by President

Time: 7:37 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, 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:

Patrick Rock left meeting at 7:38 p.m.

**A. PUBLIC HEARING:**

As per Public Law 6A:16-2.1 each school district shall, in consultation with their school physician, create a District Nursing Services Plan. The plan shall be adopted annually during a public hearing conducted at a regular board of education meeting.

- District Nursing Services Plan

Motion by Jennifer Knittel, seconded by Nick Riess, to approve the 2022-2023 District Nursing Services Plan, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess and Graf, all voting yes, motion carried.

**B. PRESENTATION:**

- School Climate – Deborah Tierney

**C. PUBLIC QUESTIONS AND DISCUSSION:** (agenda items) - NONE

(The public may speak for three (3) minutes unless they have requested to be on the agenda.)

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the minutes of September 12, 2022, as presented. MV: all voting yes, Nick Riess abstained, motion carried.

**E. SECRETARY'S REPORT:**

Motion by Nick Riess, seconded by Kimberley Morris, to approve the Student Activity Account Report, for the month ending August 31, 2022, as presented. MV: all voting yes, motion carried.

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

Motion by Nick Riess, seconded by Kimberley Morris, to approve the Board Secretary's and Cash Reports for the month ending August 31, 2022, as presented. RCV: Kemp, Knittel, Morris, Riess 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.

**F. SUPERINTENDENT'S REPORT:**

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

- Zaairah Lamothe/Paraprofessional

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

- Dawn Nisivoccia

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

- Christine Drevitch

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

<b>EPI-PEN DELEGATES PORT COLDEN SCHOOL</b>
Elizabeth Anema
Sarah Bettenhausen
Melissa Freitas

Amybeth Kupcha
Jessica McDonagh
Keith Neuhs
Barbara Pierson
Toni Ann Smith

Motion by Jennifer Knittel, seconded by Edward Kemp, to recognize the following staff members have completed the Crisis Prevention Institute (CPI) De-Escalation Training Course for the 2022-2023 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess and Graf, all voting yes, motion carried.

**CPI TRAINED PARAPROFESSIONALS – RENEWED IN AUGUST 2022**

Cynthia Daniel	Deborah Dunlap	Colleen Morea	Agatha Russo	Renee Seiz
Denise Dicksen	Sheridan Mecca	Barbara Pierson	Ann Marie Schulte	Michele Van Nest

**CPI TRAINED CERTIFICATED STAFF – RENEWED IN MAY 2022**

Jennifer Borusovic	Jessica Garcia	Keith Neuhs	Toni Ann Smith
Robert Borusovic	Jessica Hewitt	Stacie Paruta	Kaleigh Soles
Rebecca Clinebell	Heidi Kaiven	Joan Reape-Pare	Deborah Tierney
Amie DeFeo	Erin Karl	Christina Richardson	Rebecca Whalen
Christopher Dimitriou	Courtney Maurer	Patricia Romel	Shannon Wilhelm
Katherine Ferrara	Jessica McDonagh	Stephen Scism	Genevieve Williams
Melissa Freitas	Joanne Mitch	Nicole Smith	Jesse Wyke

**CPI TRAINED CERTIFICATED STAFF – NEW IN MAY 2022**

Sarah Bettenhausen	Jordan Delicato	Christine Drevitch	Megan Ordemann
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Motion by Edward Kemp, seconded by Nick Riess, to approve the out-of-district in-service experiences, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess and Graf, all voting yes, motion carried.

Staff/Board Member	Type of Travel/Workshop	Registration Fee	Date	Mileage (one way)	Parking	Tolls	Meals	Lodging
Robert Borusovic	Introduction to Responsive Classroom (virtual)	\$249.00	10/4/2022	-	-	-	-	-
	Responsive Classroom – Special Area Teacher Workshop K-6 (virtual)	\$279.00	11/3/2022	-	-	-	-	-
	PE Central Social & Emotional Learning for PE (virtual)	\$59.00	10/2022	-	-	-	-	-
	PE Central Culturally Relevant (virtual)	\$59.00	10/2022	-	-	-	-	-

Jean Flynn	NJSBA Convention Atlantic City, NJ	\$2,100 (group rate for all attendees)	10/24-26,2022	151.9	-	-	\$147.50 total allowance (receipts required)	\$226.00
Karen Graf	NJSBA Convention Atlantic City, NJ	\$2,100 (group rate for all attendees)	10/24-26,2022	147.0	-	-	\$147.50 total allowance (receipts required)	\$260.00
Edward Kemp	NJSBA Convention Atlantic City, NJ	\$2,100 (group rate for all attendees)	10/24-26,2022	143.4	-	-	\$147.50 total allowance (receipts required)	\$226.00
Jennifer Knittel	NJSBA Convention Atlantic City, NJ	\$2,100 (group rate for all attendees)	10/24-26,2022	147.8	-	-	\$147.50 total allowance (receipts required)	\$260.00
Keith Neuhs	NJSBA Convention Atlantic City, NJ	\$2,100 (group rate for all attendees)	10/24-26,2022	-	-	-	\$147.50 total allowance (receipts required)	\$226.00
Genevieve Williams	Autism NJ Conference Atlantic City, NJ	\$500.00	10/20-21, 2022	123.3	-	-	Not to exceed \$44.25 per day (receipts required)	\$91.54

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

<b>Grade</b>	<b>Destination</b>
K	Port Colden School for Superstar Character Academy Assembly
K	Von Thun Farms
4	Junior Achievement Education Center

Motion by Kimberley Morris, seconded by Edward Kemp, to approve additional hours (10 per committee member), for the Social Emotional Learning Committee to develop SEL lessons, review materials and plan SEL programs, (to be funded through ARP ESSER Grant), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess and Graf, all voting yes, motion carried.

<b>SEL COMMITTEE MEMBERS</b>
Kelly Carney
Erin Karl
Katherine Ferrara
Stacie Paruta
Deborah Tierney

Motion by Nick Riess, seconded by Kimberley Morris, to contract with Dragon Tree Reading Center to provide after school reading support to identified students, (to be funded through ARP ESSER Grant), as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve a change in preparation classification, for Amie DeFeo, from BA+15 to MA (\$59,435), effective 9/16/2022, based on conferred date of 09/15/2022, for the 2022-2023 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess and Graf, all voting yes, motion carried.

**G. PRINCIPALS’ REPORT:**

**H. CORRESPONDENCE:**

- Approval Letter for the 2022-23 District’s Plan for Virtual or Remote Instruction from Rosalie S. Lamonte, Ph.D., Interim Executive County Superintendent.

**I. COMMITTEE REPORTS:**

**Education:**

**Facilities/Transportation: 10/3/2022 @ 7:00 p.m.**

Motion by Edward Kemp, seconded by Nick Riess, to approve the contract with E-Rate Partners, LLC, to provide Rate services for Funding Year 2023 (July 1, 2023-June 30, 2024), Category 1 at \$1,000 and Category 2, (if applicable), per fee schedule below, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess and Graf, all voting yes, motion carried.

**Fee Schedule**

<b>Range of Category 2 Funding Requested</b>	<b>Category 2 Fee</b>
<\$5,000.00	\$600.00
From \$5000.00 to <\$25,000.00	\$1,000.00
From \$25,000.00 to <\$50,000.00	\$1,500.00
From \$50,000 to <\$150,000.00	\$2,000.00
\$150,000.00 and greater	\$2,500.00

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the annual Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for school year, 2022-2023, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess and Graf, all voting yes, motion carried.

Motion by Nick Riess, seconded by Kimberley Morris, to enter into a Joint Transportation Agreement with Sussex County Regional Cooperative for the 2022-2023 school year with an administrative cost of 4%, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve the first reading of the following policies, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, and Graf, all voting yes, Riess voting no, motion carried.

- P 1648.15 Recordkeeping for Healthcare Settings in School Buildings – COVID-19 (M) (New)
- P 2415.04 Title I – District – Wide Parent and Family Engagement (M) (Revised)
- P 2415.50 Title I – School Parent and Family Engagement (M) (New)
- P 2417 Student Intervention and Referral Services (M) (Revised)

- P 2425 Emergency Virtual or Remote Instruction Program
- P 3161 Examination for Cause (Revised)
- P 4161 Examination for Cause (Revised)
- P 5512 Harassment, Intimidation, and Bullying (M) (Revised)
- P 7410 Maintenance and Repair (M) (Revised)
- P 8420 Emergency and Crisis Situations (M) (Revised)
- P 9320 Cooperation with Law Enforcement Agencies (M) (Revised)

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the second reading and adoption of the following policies and regulations, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, and Graf, all voting yes, Riess voting no, motion carried.

- P 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment
- P & R 2431.4 Prevention and Treatment of Sports-Related Concussions
- P 2460 Special Education (M)
- P & R 2622 Student Assessment (M) (Revised)
- P 2624 Grading System
- P 3233 Political Activities (Revised)
- P 5111 Eligibility of Resident/Nonresident Students
- R 5420 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:**

- J. 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.)
- K. 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. 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: \_\_\_\_\_

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

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

**L. ADJOURNMENT:**

Motion by Jennifer Knittel, seconded by Nick Riess, to adjourn.

MV: unanimous, motion carried                      Time: 8:24 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary