

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, February 13, 2023

7:30 p.m.

Minutes of February 13, 2023

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 12, 2023, to the Express Times and to the Clerk of Washington Township.

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

Members absent: none

Flag Salute:

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the minutes of January 2, 2023, as presented. MV: all voting yes, Morris abstained, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the executive session minutes of January 2, 2023, as presented. MV: all voting yes, Morris abstained, motion carried.

Administering the Oath of Office to the newly elected Board Members. (Newly elected Board Members sign the Oath of Office).

3 - Year Term
Kimberley Morris

Motion by Kristopher Eisner, seconded by Jennifer Knittel, to rescind the following motion, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Kristopher Eisner, seconded by Patrick Rock, to appoint Nick Riess, as a Board Member at the February 13, 2023, Board of Education Meeting (upon completion of criminal history check). MV: all voting yes, Kemp and Knittel voting no. Motion carried.

B. INTRODUCTION/INTERVIEWS

Candidates for open board seat:

- Amie Beyrent
- Stefana Niemo
- Nicholas Riess

C. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items) - NONE

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

D. SECRETARY'S REPORT

Motion by Kristopher Eisner, seconded by Edward Kemp, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending December 31, 2022, as presented. MV: all voting yes, motion carried.

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the Board Secretary and Cash Reports for the month ending December 31, 2022, as presented. RCV: Eisner, Kemp, Knittel, Morris, 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 items 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 Jennifer Knittel, to approve the line item transfers, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Kristopher Eisner, to approve the Bills List for January 2023 and February 2023. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

E. SUPERINTENDENT'S REPORT

- **Presentation: Start Strong Assessments (Fall 2022)**

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve Megan Ordemann, Social Worker/Teacher, Step 2 MA, salary to be \$56,475, effective February 23, 2023, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Note: (Social Worker position funded by the CRRSA-CR Mental Health Grant and the ARP-NJTSS Mental Health Support Staff Grant).

Motion by Kristopher Eisner, seconded by Edward Kemp, to approve a maternity leave of absence, for employee #4206, effective on or about May 20, 2023 through last day of school, with an anticipated return to work on or about the start of the 2023-2024 school year, utilizing sick days (per contract), the Federal Family and Medical Leave Act (FMLA) and New Jersey Family and Medical Leave (FLA), as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Kimberley Morris, to approve a maternity leave of absence, for employee #4199, effective on or about May 22, 2023 through last day of school, with an anticipated return to work on or about November 6, 2023, utilizing sick days (per contract), the Federal Family and Medical Leave Act (FMLA) and New Jersey and Medical Leave (FLA), as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Jennifer Knittel, to approve a medical leave of absence, for employee #4259 effective February 7, 2023 through March 7, 2023, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Kristopher Eisner, seconded by Edward Kemp, to approve Robert Griffiths, as a part-time Custodian, rate to be \$14.50/hr., effective February 1, 2023, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

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

- Lori Finnegan – Teacher/Paraprofessional
- Margaret Seme – Teacher/Paraprofessional
- Megan Thompson – Teacher/Paraprofessional

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve Heidi Kaiven, as co-advisor of the Senior Program, (replacing Jordan Delicato), from March through the end of the school year, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Patrick Rock, to approve Dawn Nisivoccia as Home Instructor for student local ID#12999629, beginning 2/2/2023 through 2/16/2023, as needed at contracted rate for 2 hours per day for each full day school absence, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging Costs	Meals
Jessica Garcia	Comegno's Education Best Practices – Virtual Conference	\$75.00	2/9/23	-	-	-	-	-
Courtney Maurer	Wilson Reading Program Virtual Workshop	\$299.00	2/14/23	-	-	-	-	-
Christina Richardson	Wilson Reading Program Virtual Workshop	\$299.00	2/15/23	-	-	-	-	-
Melissa Freitas Jennifer Kruger Amybeth Kupcha Stacie Paruta	Wilson Reading Program Virtual Workshop	\$299.00 each (\$1196.00 - total)	2/28/23	-	-	-	-	-
Amie DeFeo	Responding to Misbehavior-Advanced Virtual Workshop	\$299.00	2/28/23	-	-	-	-	-
Kelly Carney	Responding to Misbehavior-Advanced Virtual Workshop	\$299.00	2/28/23	-	-	-	-	-

Amanda Smith	Responding to Misbehavior-Advanced Virtual Workshop	\$299.00	3/22/23	-	-	-	-	-
Rebecca Clinebell	Judge at FCCLA Education Competition	0	3/23/23	136	-	-	-	-
Peggy Edmiston	School Transportation Supervisors of NJ Conference	\$400.00	3/30-3/31/23	296	\$10.00	\$10.00	\$96.00	-

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the Extended School Year (ESY) 2023 Program, to operate at Brass Castle School, June 26, 27 and 28, 2023 and July 6-28, 2023, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Kristopher Eisner, seconded by Edward Kemp, to approve the following field trips for the 2022-2023 school year, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock 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
1	The Crayola Factory, Easton PA
5-6	Oxford Central School-Archery Club
6	Phillipsburg HS – All Star Band Trip

Motion by Edward Kemp, seconded by Patrick Rock, to approve the Student Council Washington Basket Drive, (essential products), February 15 – March 1, 2023 at Port Colden and Brass Castle Schools, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Edward Kemp, to approve Karina Reilly Karl, a 10th grade student at West Morris High School, for up to 25 hours volunteer time at Brass Castle/Port Colden School, in July 2023 for National Honor Society volunteer hours, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Kimberley Morris, to approve Emily Boniface, a student at Raritan Valley Community College, for 20 hours of service learning to meet the requirements of Foundations of Education course in Spring 2023, at Brass Castle school, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the following Resolution/Waiver of Requirements, Special Education Medicaid Initiative (SEMI) Program, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Whereas, N.J.A.C 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2023-2024 school year, and;

Whereas, the Washington Township Board of Education currently has 17 Medicaid-Eligible/Special Education projected students for the 2023-2024 school year, the Board desires to request a SEMI waiver based on the 40 or fewer Medicaid-Eligible classified students;

Now Therefore Be It Resolved, that the Washington Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent Schools in the County of Warren an appropriate waiver of the requirements of N.J.A.C 6A23A-5.3 for the 2023-2024 school year.

Motion by Kimberley Morris, seconded by Jennifer Knittel, that the Washington Township Board of Education hereby establishes the school district travel maximum, pursuant to N.J.A.C 6A:23A-7.3 for the 2023-2024 school year at the sum of \$35,000 and the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Kimberley Morris, to enter into an Interlocal Service Agreement with the Township of Washington to provide School Resource Officer (SRO) services, commencing the first day of school September 2023 and shall continue for a term of five (5) years until the last day of school in June 2028. The fee for the 2023-2024 school year for two (2) School Resource Officers (SRO's) is \$121,467, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

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

- Susan Clarke – Teacher/Paraprofessional

F. PRINCIPALS' REPORT

G. CORRESPONDENCE

- Letter from Courtney Maurer
- Letter from Shannon Wilhelm

H. COMMITTEE REPORTS

Education:

Facilities:

Motion by Kristopher Eisner, seconded by Patrick Rock, to approve the submission of the application for Regular Operating District (ROD) Grant, to the New Jersey Department of Education for a partial HVAC Project at Brass Castle School, to install roof top units, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Finance & Policy: meeting held 2/9/23 @ 7:00 pm

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the 1st reading of the following policies and regulations (Policy Alert 29), as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

P 1648.11	The Road Forward COVID-19 – Health and Safety (M) (Abolished)
P 1648.13	School Employee Vaccination Requirements (M) (Abolished)
P 0152	Board Officers (Revised)
P 0161	Call, Adjournment, and Cancellation (Revised)

P 0162	Notice of Board Meetings (Revised)
P & R 2423	Bilingual and ESL Education (M) (Revised)
P 2425	Emergency Virtual or Remote Instruction Program (M) (Revised)
R 2425	Emergency Virtual or Remote Instruction Program (M) (New)
P & R 5200	Attendance (M) (Revised)
P& R 5530	Administering an Opioid Antidote
P 5512	Harassment, Intimidation, or Bullying (M) (Revised)
P 8140	Student Enrollments (M) (Revised)
R 8140	Enrollment Accounting (M) (Revised)
P & R 8330	Student Records (M) (Revised)
R 8420.2	Bomb Threats (M) (Revised)
R 8420.7	Lockdown Procedures (M) (Revised)
R 8420.10	Active Shooter (M) (Revised)

Personnel: meeting held 2/1/23 @ 10:00 am

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, a, b, g & i below.

Motion by Edward Kemp, 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 by Federal Law, State Law, or Court Rule, Individual privacy, Pending or anticipated litigation, 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: 8:29 pm

Motion by Kristopher Eisner, seconded by Edward Kemp, to return to open session.

MV: unanimous, motion carried

Time: 8:55 pm

Motion by Kristopher Eisner, seconded by Patrick Rock, to appoint Nick Riess, effective March 13, 2023, to fill Board vacancy through December 31, 2023, upon completion of all legal requirements. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the termination of Employee #4345, effective February 17, 2023 and notified on February 3, 2023, in accordance with the 14-day notice provision in employment contract, as recommended by the Superintendent. RCV: Eisner, Kemp, Knittel, Morris, Rock and Graf, all voting yes, motion carried.

K. ADJOURNMENT

Motion by Kristopher Eisner, seconded by Kimberley Morris, to adjourn.

MV: unanimous, motion carried

Time: 9:00 pm

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary