

**WASHINGTON TOWNSHIP BOARD OF EDUCATION**

REGULAR MEETING

Monday, July 17, 2023

7:34 p.m.

**Minutes of July 17, 2023**

The New Jersey Open Public Meeting Law was enacted to ensure the right of the public to have 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 posted on the district website, in school buildings and emailed on June 27, 2023 and to the Clerk of Washington Township.

Members in attendance: Edward Kemp, Vice President, Jennifer Knittel, Nick Riess and Karen Graf, President. In addition, Keith Neuhs, Superintendent, Jean Flynn, Business Administrator and Jessica Garcia, Principal.

Members Absent: Kristopher Eisner, Kimberley Morris and Patrick Rock.

Flag Salute:

Motion by Nick Riess, seconded by Jennifer Knittel, to approve the minutes of June 13, 2023, as presented. MV: all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the executive session's minutes of June 13, 2023, as presented. MV: all voting yes, 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 Edward Kemp, seconded by Jennifer Knittel, to approve the Student Activity and Cafeteria Account Reports for the month ending May 31, 2023, as presented. MV: All voting yes, motion carried.

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

Motion by Jennifer Knittel, seconded by Nick Riess, to approve the Bills List from June 10, 2023 to June 30, 2023. MV: all voting yes, motion carried.

Motion by Edward Kemp, seconded by Nick Riess, to approve the July 2023 Bills List. MV: 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 May 31, 2023, as presented. RCV: Kemp, Knittel, 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.

Motion by Nick Riess, seconded by Edward Kemp, to approve voiding the following, prior years, uncashed checks effective June 30, 2023, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Check #	Amount	Fund/Account
25669	\$102.67	General
25766	\$259.00	General
25981	\$29.48	General
26050	\$325.00	General

Motion by Jennifer Knittel, seconded by Nick Riess, to pursue opening a Cafeteria account with PNC bank (replacing Fulton Bank Cafeteria Account) for easier access for cash depositing, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

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

##### **2022-2023 HIB GRADE REPORT**

Motion by Jennifer Knittel, seconded by Edward Kemp, to accept, with regret, the resignation of Kimberly Cope, part-time secretary, effective, June 23, 2023, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Nick Riess, to approve an additional 3 days to service students in the district from July 17, 2023-August 25, 2023, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Jennifer Borusovic	School Psychologist
Erin Karl	School Social Worker

Motion by Nick Riess, seconded by Jennifer Knittel, to approve the submission of the 2023-2024 Preschool Education Aid (PEA) application and PEA Budget Workbook, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Motion by Edward Kemp, seconded by Nick Riess, to approve the voluntary building transfers for the following staff members, for the 2023-2024 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

STAFF MEMBER	TITLE	FROM	TO
Agatha Russo	Paraprofessional	Port Colden	Brass Castle
Kelly Carney	Teacher	Port Colden	Brass Castle
Rebecca Clinebell	Teacher	Brass Castle	Port Colden

Motion by Nick Riess, seconded by Edward Kemp, to approve the following substitutes for the 2023-2024 school year, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Anthony-Iosue, Sandra
Balzer, Marilyn
Casserly, Pamela
Clarke, Susan
DeSanto, Jessica
Gross, David
Hamas, Christine
Hunziker, Carol
Izeppi, Claudia
Kaiven, Edward
Kohansby, Grace
Perna, Patti (nurse)
Polhemus, Deborah
Rice, Allison
Samela, Susan
Schubert, Brian
Sellers, Krystiana
Smith, Jake (custodian)

Stasse, Patricia (nurse)
Thompson, Christine
Ward, Courtney
Wassmuth, Robert (custodian)

Motion by Edward Kemp, seconded by Jennifer Knittel, to apply for the FY2024 IDEA Grant and accept the grant award funds, upon approval of the FY2024 IDEA application, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Basic	\$151,220
Preschool	\$ 11,354

Motion by Nick Riess, seconded by Edward Kemp, to approve the 6<sup>th</sup> Grade field trip to Camp Bernie, September 28 and September 29, 2023, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the New Jersey Commission for the Blind contract, to provide CBVI Level 1 services, for student # 14204977, for the 2023-2024 school year, in the amount of \$2,200, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the following part-time Paraprofessional for the 2023-2024 school year, upon completion of employment requirements, effective, August 29, 2023, not to exceed 30 hours per week, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Holly Lynch	Step 1	\$16.00
Courtney Ward	Step 4, Diag ABA	\$20.50

Motion by Jennifer Knittel, seconded by Nick Riess, to approve enrollment of the following staff member's child for the 2023- 2024 school year (policy #5111), as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

<b>STAFF ID</b>	<b>STUDENT ID</b>
96909718	16067409

## E. PRINCIPALS REPORT

## F. CORRESPONDENCE:

- Email from Kimberly Cope

## **G. COMMITTEE MEETINGS:**

### **Education Committee: None**

Motion by Nick Riess, seconded by Jennifer Knittel, to approve Grade 6<sup>th</sup> Amplify-Desmos Digital Math Subscription (correlates to current Illustrative Math curriculum), as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Nick Riess, to approve Creative Curriculum-Gold Assessments for the preschool curriculum, as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

Motion by Edward Kemp, seconded by Nick Riess, to approve the implementation of the Foundations literacy program across kindergarten through third grade (currently utilized in in second grade), as recommended by the Superintendent. RCV: Kemp, Knittel, Riess and Graf all voting yes, motion carried.

### **Facilities Committee: None**

### **Finance & Policy Committee: None**

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the 2<sup>nd</sup> reading and adoption of the following policies and regulations (Policy Alert 230), as recommended by the Superintendent. RCV: Kemp, Knittel and Graf voting yes, Riess voting no, motion carried.

0144	Board Member Orientation and Training (Revised)
P & R 2520	Instructional Supplies (M) (Revised)
P 3217	Use of Corporal Punishment (Revised)
P 4217	Use of Corporal Punishment (New)
P 5305	Health Services Personnel (M) (Revised)
P & R 5308	Student Health Records (M) (Revised)
P & R 5310	Health Services (M) (Revised)
P 6112	Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs (M) (New)
P 6115.04	Federal Funds – Duplication of Benefits (M) (New)
P 6311	Contracts for Goods or Services Funded by Federal Grants (M) (Revised)
P 7440	School District Security (M) (Revised)
P 9100	Public Relations (Abolished)
P 9140	Citizens Advisory Committees (Revised)
R 9140	Citizens Advisory Committee (M) (Abolished)

### **Personnel Committee: 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.

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: \_\_\_\_\_

**J. ADJOURNMENT:**

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

MV: Unanimous, motion carried      Time: 8:19pm

Respectfully Submitted,

Jean Flynn, Business Administrator/Board Secretary