

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, November 13, 2023

7:30 p.m.

A. AGENDA:

1. Call to order by President.

Time: _____

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

2. Roll Call:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Present							

3. Flag Salute

B. PUBLIC HEARING:

- Audit Presentation by Anthony Ardito, Auditor – Ardito & Company, LLP

4. Motion by _____, seconded by _____, to accept the Annual Comprehensive Financial Report (ACFR), and report of Administrative Findings: Financial, Compliance and Performance, for the fiscal year ending June 30, 2023, and note that there were no audit recommendations.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

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 (**Attachment #12**)

5. Motion by _____, seconded by _____, to approve the 2023-24 District Nursing Services Plan, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

C. PRESENTATION(s):

- School Climate Committee Self-Assessment - Deborah Tierney

6. Motion by _____, seconded by _____, to approve school climate self-assessment and submission, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

- District Assessment Presentation – Keith T. Neuhs (**Attachment #13**)

7. Motion by _____, seconded by _____, to approve the minutes of October 2, 2023, as presented.
MV:

8. Motion by _____, seconded by _____, to approve the executive session minutes of October 2, 2023, as presented.

MV:

D. PUBLIC QUESTIONS AND DISCUSSION: (Agenda items)

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

E. SECRETARY’S REPORT:

9. Motion by _____, seconded by _____, to approve the Student Activity and Cafeteria Report for the month ending September 30, 2023, as presented.

MV:

10. Motion by _____, seconded by _____, to approve the attached transfers, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

11. Motion by _____, seconded by _____, to approve the Bills List for the month of October 2023.

MV:

12. Motion by _____, seconded by _____, to approve the Board Secretary’s and Cash Reports for the month ending September 30, 2023, presented.

RCV:

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 over expended 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.

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

F. SUPERINTENDENT’S REPORT:

13. Motion by _____, seconded by _____, to approve the following Personnel for the 2023-24 school year, pending satisfactory completion of hiring requirements, as recommended by the Superintendent.

RCV:

Employee	Position	Salary/Rate/Per Diem
Kirsten Goodnick	Longterm Substitute Teacher (Jan. 2, 2023 – last day of school)	BA, Step 1 - \$53,035 (pro-rated)
Allison Maiz	Substitute Nurse	Daily Rate
Nancy McGovern	Substitute Teacher/Para	Daily Rate

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

14. Motion by _____, seconded by _____, to approve the following field trip for the 2024-2025 school year, as recommended by the Superintendent. *(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).*

RCV:

Grade	Destination
6	Camp Bernie

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

15. Motion by _____, seconded by _____, to approve the following club for the 2023-2024 school year, as recommended by the Superintendent.

RCV:

Club	Sponsor	Grade	# of Students	Season	Sessions
Chorus	Schepis	5-6			25

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

16. Motion by _____, seconded by _____, to approve the out-of-district experiences, as recommended by the Superintendent.

RCV:

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging	Meals
Jessica Garcia	Pre-K Directors/Administrators Training	\$0.00	October 27, 2023	-	-	-	-	-
Jean Flynn	Pre-K Grant – Panel Discussion	0.00	November 13, 2023	22	-	-	-	-
Peggy Edmiston	Pre-K Grant – Panel Discussion	0.00	November 13, 2023	22	-	-	-	-
Susan Graham	Rapid Educator Training (Online)	0.00	December 7, 2023	-	-	-	-	-
Rebecca Rader	Rapid Educator Training (Online)	0.00	December 7, 2023	-	-	-	-	-
Sarah Bettenhausen	Foundations – Level 1 (Virtual)	\$330.00	December 15, 2023	-	-	-	-	-
Nicole Campagna	Foundations – Level 1 (Virtual)	\$330.00	December 15, 2023	-	-	-	-	-
Kara Cruts	Foundations – Level 1 (Virtual)	\$330.00	December 15, 2023	-	-	-	-	-
Rebecca Whalen	Comprehensive Assessment for Intervention (Virtual)	\$275.00	January 24-26, 2024	-	-	-	-	-

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

17. Motion by _____, seconded by _____, to adopt the following Resolution to Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent.

RCV:

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 time 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 authorized 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:

\$ 8,400 for Port Colden exterior door (18) repairs

WHEREAS, according to 6A:23A-14.2(e), 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.

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

18. Motion by _____, seconded by _____, to accept the Child Assault Prevention (CAP) Grant for 2023-2024 in the amount of \$948.00 (with an anticipated WTSD share of program to be \$284.00), as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

19. Motion by _____, seconded by _____, to authorize the submission of the FY2025 projected Preschool Enrollment as recommended by the Superintendent. **(Attachment #14)**

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

20. Motion by _____, seconded by _____, to approve the following Epi-Pen Delegates for the 2023-24 school year, as recommended by the Superintendent.

RCV:

Sarah Bettenhausen	Melissa Patamia
Amybeth Kupcha	Barbara Pierson
Jessica McDonagh	Toni Smith
Megan Ordemann	Elizabeth Vespucci
Keith Neuhs	

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

21. Motion by _____, seconded by _____, to approve Joan Pare up to 10 hours weekly of Home Instruction and 1 hour prep time for every 5 hours of Instruction, to be provided to Student Local #13658973 between October 10, 2023, through October 20, 2023, (may be extended through November 17, 2023) as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

22. Motion by _____, seconded by _____, to approve a leave of absence, for Employee #4206, through the NJ Family Leave Act, beginning November 13, 2023, with a return date of February 12, 2024, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

G. PRINCIPAL’S REPORTS

H. CORRESPONDENCE

- Letter from Shannon Wilhelm

I. COMMITTEE REPORTS

Education:

Facilities:

Note: Bus evacuation drills were held at Brass Castle School and Port Colden School on October 10, 2023.

23.Motion by _____, seconded by _____, to approve the annual Health and Safety Evaluation of School Buildings Checklist State of Assurance for school year 2023-24, as recommended by the Superintendent. **(Attachment #15)**

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Kimberley Morris	Nick Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

Finance & Policy:

Personnel:

J. PUBLIC QUESTIONS AND DISCUSSION - old and/or new business

(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 b,c,i below.

24. 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. All appropriate persons, who may be discussed in private session have been adequately notified.

- 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

MV: _____

Time: _____

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

MV: _____

Time: _____

L. ADJOURNMENT

26. Motion by _____, seconded by _____, to adjourn.

MV: _____

Time: _____