

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, October 2, 2023

7:30 p.m.

Minutes of October 2, 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 emailed on January 12, 2023, to Express Times and 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, Superintendent, Jean Flynn, Business Administrator, Jessica Garcia, Principal and Jessica McDonagh, Principal.

Members absent: Kristopher Eisner.

Flag Salute

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the minutes of September 11, 2023, as presented.

MV: all voting yes, Nick Riess abstained, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the executive session minutes of September 11, 2023, as presented.

MV: all voting yes, Nick Riess 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 Edward Kemp, seconded by Patrick Rock, to approve the Student Activity Report for the month ending August 31, 2023, as presented.

MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Nick Riess, to approve the attached transfers, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Nick Riess, seconded by Patrick Rock, to approve the Bills List from September 12, 2023, through September 30, 2023.

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 August 31, 2023, as presented.

RCV: Kemp, Knittel, Morris, Riess, 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-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.

D. SUPERINTENDENT'S REPORT:

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the following Personnel for the 2023-24 school year, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Employee	Position	Salary/Rate/Per Diem
Kirsten Goodnick	Longterm Substitute Teacher (10/3/23 through 12/22/2023)	BA, Step 1 - \$53,035 (pro-rated)
Timothy Reber	Substitute Teacher	Daily Rate
Michelle Cirotti	Substitute Teacher/Paraprofessional	Daily Rate

Motion Patrick Rock, seconded by Nick Riess, to approve Abigail Lamour, student at Cairn University, to complete 10 hours of observation with a teacher interview, as part of the School of Education's class requirements for EDU102 – Field Experience in October 2023 through November 2023 with Mrs. Wilhelm, Kindergarten, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Nick Riess, seconded by Kimberley Morris, to approve Jenry Coronado, Physical Therapy Assistant student at Essex County College (*accredited by the Commission on Accreditation in Physical Therapist Education*), to conduct up to 10 hours of observation with Michele DeSanto, Avalon Therapy – Physical Therapist, in October 2023 through November 2023, as recommended by the Superintendent. RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve Eliana Schiano-DiCola, to conduct up to 3 hours of observation in a self-contained Special Education Classroom, with Mrs. Toni Smith, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Edward Kemp, to approve the following field trip for the 2023-2024 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: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Grade	Destination
K	Von Thun Farms
3	Rutherford Hall (Math-a-Magicians)
3	Willow Grove Elem. School (Legos on the Loose)
3	Mansfield School (Video Expo)
3,4	Allamuchy School (Phabulous Physics)
3,4	Knowlton School (Battle of the Books)
4	Belvidere School Library (Mindnastics)
4,5,6	Rutherford Hall (Chess)
5	Da Vinci Science Center
5	Washington Boro (Strategic Thinking)
5,6	Evangelical Church (Debate)
5,6	Phillipsburg MS (Spelling Bee)
5,6	Harmony School (Robotics)
5,6	Phillipsburg MS (Battle of the Books)
6	TBD (6 th Gr. Convocation – Forensics)

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the out-of-district experiences, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging	Meals
Christine Drevitch	County Wide In-Service	-	Oct. 9, 2023	TBD	-	-	-	-
Heidi Kaiven	County Wide In-Service	-	Oct. 9, 2023	TBD	-	-	-	-
Mikaela Meier	County Wide In-Service	\$10.00	Oct. 9, 2023	TBD	-	-	-	-
Megan Ordemann	County Wide In-Service	-	Oct. 9, 2023	TBD	-	-	-	-
Tom Schepis	County Wide In-Service	-	Oct. 9, 2023	TBD	-	-	-	-
Stephen Scism	County Wide In-Service	-	Oct. 9, 2023	TBD	-	-	-	-
Erin Karl	Project Preschool Wksp. for Universal Preschool	-	Oct. 9, 2023	TBD	-	-	-	-
Rebecca Whalen	Project Preschool Wksp. For Universal Preschool	-	Oct. 9, 2023	TBD	-	-	-	-
Jessica Garcia	Warren/Sussex Response to Intervention Wksp.	-	Nov. 15, 2023	TBD	-	-	-	-
Jessica McDonagh	Warren/Sussex Response to Intervention Wksp.	-	Nov. 15, 2023	TBD	-	-	-	-
Jennifer Borusovic	Warren/Sussex Response to Intervention Wksp,	-	Nov. 15, 2023	TBD	-	-	-	-
Rebecca Whalen	Warren/Sussex Response to Intervention Wksp.	-	Nov. 15, 2023	TBD	-	-	-	-
Deb Tierney	Warren/Sussex Response to Intervention Wksp.	-	Nov. 15, 2023	TBD	-	-	-	-

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the donation of a Lego Practice Table (approximate value of \$100), from the Warren Hills Robotics High School Team to Brass Castle School's Robotics Club, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Patrick Rock, seconded by Jennifer Knittel, to approve volunteers from the Warren Hills Robotics High School Team and Daryl Detrick, Warren Hills' Computer Science Teacher, to assist with Brass Castle's Robotics/Lego Club, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to rescind the following motion, as recommended by the Superintendent.

RCV: Kemp, Knittel, Riess, Rock and Graf, all voting yes, Kimberley Morris abstained, motion carried.

Motion by Edward Kemp, seconded by Patrick Rock, to accept, with regret, the resignation of Sean Morris, Custodian, effective August 25, 2023, as recommended by the Superintendent.

RCV: Eisner, Kemp, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the following custodian pay rate adjustment effective September 1, 2023, as recommended by the Superintendent.

RCV: Kemp, Knittel, Riess, Rock and Graf, all voting yes, Kimberley Morris abstained, motion carried.

Employee	Rate
Sean Morris	\$16.50

Motion by Edward Kemp, seconded by Kimberley Morris to accept the following transportation quotes for class trip to the Camp Bernie for the 2023-24 school year Route-#QBC-CT6, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Contractor	2 buses per day	Total (2 days)
Snyder Bus Services, Inc.	\$300.00	\$600.00
GST Transport	\$408.00	\$816.00
Krapf Bus	No Quote	No Quote

Motion by Patrick Rock, seconded by Nick Riess, to award the following transportation contract to Snyder Bus Services, Inc for \$600.00 for the class trip to Camp Bernie for the 2023-24 school year Route-#QBC-CT6, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the contract with Frontline Education for Recruiting and Hiring Central Bundle for the 2023-24 school year for \$9,954.78, to include implementation and subscription (streamline recruiting, hiring, and managing personnel documents through a digital record keeping system), as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the submission of the 2023-24 Stabilization Aid application for \$115,503 due to inflationary and statutorily changes to include Chapter 44, Minimum Wage Increase, higher energy rates, and additional temporary employee cost due to expanded sick leave legislation, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Edward Kemp, seconded by Patrick Rock, to approve a non-paid childcare leave of absence, for employee #4315, effective January 2, 2024, through the last day of school, with an anticipated return to work for the 2024-25 school year, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Nick Riess, to approve the following Substitute for the 2023-24 school year, (upon completion of employment requirements), as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess, Rock and Graf, all voting yes, motion carried.

Heather Pavia	Substitute Nurse
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E. PRINCIPAL’S REPORTS

F. CORRESPONDENCE

- Email from Sean Morris
- Approval letter for the 2023-24 District’s Plan for Virtual or Remote Instruction from Rosalie S. Lamonte, Ph.D., Interim County Superintendent

G. COMMITTEE REPORTS

Education:

Facilities:

Finance & Policy:

Personnel: Meeting held on October 2, 2023 @ 7pm

H. 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.)

I. EXECUTIVE SESSION - if required as indicated in items **b** below.

Motion by Nick Riess, seconded by Jennifer Knittel, 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: unanimous, motion carried

Time: 7:57pm

Motion by Patrick Rock, seconded by Edward Kemp, to return open session.

MV: unanimous, motion carried

Time: 7:58pm

J. ADJOURNMENT

Motion by Patrick Rock, seconded by Nick Riess, to adjourn.

MV: unanimous, motion carried

Time: 7:59pm

Respectfully Submitted,

Jean Flynn, Business Administrator/Board Secretary