

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, September 11, 2023

7:30 p.m.

Minutes of September 11, 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, 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 and Nick Riess.

Flag Salute

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the minutes of August 21, 2023, as presented.

MV: all voting yes, Jennifer Knittel and Kimberley Morris abstained, motion carried.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the executive session minutes of August 21, 2023, as presented.

MV: all voting yes, Jennifer Knittel and Kimberley Morris 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 Kimberley Morris, seconded by Edward Kemp, to approve the Student Activity Report for the month ending July 31, 2023, as presented.

MV: all voting yes, motion carried.

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the attached transfers, as recommended by the Superintendent.

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

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the Bills List from September 1, 2023, through September 11, 2023.

MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the Board Secretary's and Cash Reports for the month ending July 31, 2023, presented.

RCV: 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-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 Jennifer Knittel, to approve Elizabeth Vespucci, Teacher, BA Step 2 \$53,635, effective October 24, 2023, for the 2023-24 school year, as recommended by the Superintendent.

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

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

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

FORMAL MENTOR	STAFF MEMBER
Stacie Paruta	Melanie Ward

Motion by Patrick Rock, seconded by Kimberley Morris, to approve the following field trips 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, Rock and Graf, all voting yes, motion carried.

Grade	Destination
5	Musconetcong Watershed

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the following Home Instructors for the 2023-24 school year, rate to be \$35.00 an hour, not to exceed 10 hrs. per week, as recommended by the Superintendent.

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

Christine Drevitch	Susan Peterson
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Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the out-of-district experiences as recommended by the Superintendent.

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage eRT	Parking	Tolls	Lodging Costs	Meals
Jean Flynn	Hunterdon/Warren A.S.B.O Meetings	\$195.00	09/27, 10/18, 11/29, 12/20/2023, 01/24, 02/28, 03/27,04/24, 05/22/2024	12				

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the following staff to be on the District/School Threat Assessment Team for the 2023-24 school year, as recommended by the Superintendent.

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

Keith Neuhs, Superintendent
Jessica Garcia, BC Principal/District CST Director
Jessica McDonagh, PC Principal
Deb Tierney, Guidance Counselor/Assessor
Jenn Borusovic, School Psychologist/Assessor
Erin Karl, School Social Worker/Assessor
Megan Ordemann, School Social Worker/Assessor
Dawn Nisivoccia, BC Teacher
Kara Cruts, PC Teacher
Jim Hikade, BC School Resource Officer
Vinny Torre, PC School Resource Officer

Motion by Patrick Rock, seconded by Kimberley Morris, to approve the following Brass Castle Volunteers to be Delegates for the 2023-24 school year, as recommended by the Superintendent.

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

Staff Member	EpiPen	Baqsimi	Valtoco
Dawn Baxendale		X	
Chris Dimitriou	X	X	
Christine Drevitch	X	X	
Lisa Galoppo	X		
Jessica Garcia	X	X	X
Nancy Krukowski	X	X	
Keith Neuhs	X	X	
Joan Pare	X	X	
Stacie Paruta	X	X	
Susan Peterson	X	X	
Steve Scism	X	X	
Renee Seiz	X	X	

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the following staff members as trained in the Crisis Prevention Institute (CPI) De-Escalation Training for the 2023-24 school year, as recommended by the Superintendent.

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

Certified Staff	Non-Certified Staff
Sarah Bettenhausen	Janeen Bitecola
Jennifer Borusovic	Cynthia Daniel
Robert Borusovic	Denise Dickson
Amie DeFeo	Deb Dunlap
Chris Dimitriou	Katie Faitoute
Christine Drevitch	Michele Ganova
Katherine Ferrara	Jeanne Hepp
Jessica Garcia	Nancy Krukowski
Laura Hawk	Holly Lynch
Heidi Kaiven	Sheri Mecca
Erin Karl	Colleen Morea
Zaairah Lamothe	Barbara Pierson
Courtney Maurer	Sydney Quackenbush
Jessica McDonagh	Agatha Russo
Mikaela Meier	Ann Marie Schulte
Joanne Mitch	Renee Seiz

Keith Neuhs	Courtney Ward
Dawn Nisivoccia	
Megan Ordemann	
Joan Pare	
Stacie Paruta	
Melissa Patamia (Freitas)	
Rebecca Rader (Clinebell)	
Christina Richardson	
Patricia Romel	
Andrew Rusnak	
Thomas Schepis	
Steve Scism	
Nicole Smith	
Toni Smith	
Kaleigh Soles	
Deb Tierney	
Melanie Ward	
Rebecca Whalen	
Genevieve Williams	
Shannon Wilhelm	
Jesse Wyke	

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the following clubs for the 2023-2024 school year, as recommended by the Superintendent.

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

Club	Sponsor	Grade	# of Students	Season	Sessions
Senior Program	Meier/Pierson	6	8-10	Fall/Spring	4-6
Crafts & Games	Wilhelm	K	30	Winter	8
Robotics/Lego Comp.	Drevitch/Galoppo /Mahon	6	8-16	Fall	17 + 8 (Sat.)
Sports Club – Gr. 4	Scism	4-6	20-24	Fall	6
Boys Running Club	Scism	5-6	20-24	Spring	16
Archery Club	Scism	5-6	20	Fall/Spring	32

Robotics	Drevitch/Galoppo /Mahon	5-6	9-16	Spring	16
Yoga/Mindfulness	Schepis	4-6	15	Winter	12
BC Jazz Band	Schepis	5-6	10	Winter/Spring	20
Blue & White Band	Schepis	5-6	35-40	Fall/Spring	20
Homework Club	TBD	4-6	5-10	Fall/Spring	80-100
4th Gr. Enrichment Math	TBD	4	5-7	Fall/Spring	35
4th Gr. Enrichment ELA	TBD	4	5-7	Fall/Spring	35
5th Gr. Enrichment Math	TBD	5	5-7	Fall/Spring	35
5th Gr. Enrichment ELA	TBD	5	5-7	Fall/Spring	35
6th Gr. Enrichment Math	TBD	6	5-7	Fall/Spring	35
6th Gr. Enrichment ELA	TBD	6	5-7	Fall/Spring	35
Chess Club	TBD	TBD			
Running Club	TBD	TBD			
PC Homework Club	TBD	TBD			TBD
1st Gr. Enrichment Math	TBD	TBD			TBD
1st Gr. Enrichment ELA	TBD	TBD			TBD
2nd Gr. Enrichment Math	TBD	TBD			TBD
2nd Gr. Enrichment ELA	TBD	TBD			TBD
3rd Gr. Enrichment Math	TBD	TBD			TBD
3rd Gr. Enrichment ELA	TBD	TBD			TBD

Motion by Edward Kemp, seconded by Jennifer Knittel, to accept, with regret, the resignation of Amie DeFeo, Teacher, effective October 23, 2023, as recommended by the Superintendent.

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

Motion by Kimberley Morris, seconded by Edward Kemp, to approve additional hours for Genevieve Williams, BCBA to supervise ABA Home Instructions at her hourly rate (approximately 5 hours a month), as recommended by the Superintendent.

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

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the application for submission of NJ Learning Acceleration Program - High Impact Tutoring Competitive Grant, as recommended by the Superintendent.

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

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the WTSD Mentor Plan, Statement of Assurance (SOA), as recommended by the Superintendent.

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

Washington Township School District Mentor Plan – State regulations require the CSA to share the Mentor Plan with the BOE for related fiscal impacts. The fiscal impact of the mentor plan is minimal as the Mentor and the Resident will meet outside of School District contracted time. As in the past, the Resident is required to pay the Mentor fee and the BOE Business Office will continue to handle mentor payments.

Motion by Edward Kemp, seconded by Patrick Rock, to approve the WTSD Professional Development Plan, Statement of Assurance (SOA), as recommended by the Superintendent.

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

Washington Township School District Professional Development Plan – State regulations require the CSA to share the District’s Professional Development Plan with the BOE for related fiscal impacts. The District will allocate approximately \$7,000 to cover the costs associated with the district and school Professional Development Plans. Funding will be allocated for consultants, workshop registrations, supplies and substitute teachers. ESEA Title IIa funds, in the amount of \$5,687 will also be utilized to support these professional development plans.

Motion by Kimberley Morris, seconded by Edward Kemp, to approve the Emergency Virtual/Remote Plan for the 2023/2024 School Year, as recommended by the Superintendent (Attachment #10).

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

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the following Personnel for the 2023-24 school year, (upon completion of employment requirements), as recommended by the Superintendent.

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

Employee	Position	Salary/Rate/Per Diem
Kate Bitondo	Part-time Secretary	\$17.00 hr.

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

RCV: 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
Genevieve Williams	Autism NJ Conference 2023	\$500	10/19 - 10/20/23	200	-	-	\$99 plus AC fees	Up to GSA rate (actual receipts)

E. PRINCIPAL’S REPORTS

F. CORRESPONDENCE

- Letter from Amy Defeo
- SAIF – 2022/2023 Tier 1 Safety Incentive Program Award Letter

G. COMMITTEE REPORTS

Education:

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the adoption of the following district vision statement:

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

Our vision is to empower each student to achieve their full potential and become responsible and productive members of society. We strive to create a safe and inclusive learning environment where students are inspired to discover their passions and develop the skills necessary for success in the 21st century. Through a rigorous and engaging curriculum, we aim to foster a love of learning and encourage critical thinking, creativity, and collaboration. Our ultimate goal is to prepare our students to be lifelong learners who are confident, compassionate, and prepared to make a positive difference in the world.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the adoption of the following district mission statement:

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

Our mission is to provide a high-quality, comprehensive education that nurtures the whole child and prepares them for a lifetime of learning and success. We are committed to creating a safe, caring, and inclusive environment where every student is valued and respected. Through a rigorous, standards-based curriculum and innovative instructional practices, we strive to foster a love of learning and inspire our students to achieve their full potential. We believe in the importance of strong partnerships with families, community organizations and other stakeholders to promote student success and well-being.

Motion by Kimberley Morris, seconded by Patrick Rock, to approve the adoption of the following district motto:

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

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the adoption of the following district goals for the 2023-24 school year:

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

- By the end of 2023-2024 school year, student data will show a 10% or more increase in the district average of students scoring at "Exceeded Expectations" or "Met Expectations" proficiency levels in Math as measured by the Spring 2024 NJSLA ELA assessment as compared to the Spring 2023 NJSLA Math assessment.
- By the end of 2023-2024 school year, student data will show a 10% or more increase in the district average of students scoring at "Exceeded Expectations" or "Met Expectations" proficiency levels in ELA as measured by the Spring 2024 NJSLA ELA assessment as compared to the Spring 2023 NJSLA ELA assessment.
- By the end of the 2023-24 school year, the district will complete curriculum revisions to align with state curriculum updates and revise the curriculum renewal plan that brings each core subject up for renewal every five years.

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the adoption of the following Board goals for the 2023-24 school year:

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

- Development of a sustainable comprehensive budget that supports the district's goals/priorities, short and long-term facility needs, and strengthens the district's financial position.
- Monitor the enrollment projections and evaluate the demographic study to develop a Long-Range Enrollment Plan, if needed.

Facilities:

Finance & Policy:

Personnel:

I. 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.)

- Walter Koch – Thanked the District for the 911 Ceremonies.

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

Motion by Jennifer Knittel, seconded by Kimberley Morris, 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: 8:01pm

Motion by Edward Kemp, seconded by Kimberley Morris, to return open session.

MV: unanimous, motion carried

Time: 8:05pm

ADJOURNMENT

Motion by Jennifer Knittel, seconded by Edward Kemp, to adjourn.

MV: unanimous, motion carried

Time: 8:06pm

Respectfully Submitted,

Jean Flynn, Business Administrator/Board Secretary