

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, December 11, 2023

7:30 p.m.

Minutes of December 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.

2. Members in attendance: Kristopher Eisner, Edward Kemp, Vice President, Jennifer Knittel, Patrick Rock and Karen Graf, President. In addition, Keith Neuhs, Superintendent, Jean Flynn, Business Administrator, Jessica Garcia, Principal and Jessica McDonagh, Principal.

Members absent: Kimberley Morris and Nick Riess

3. Flag Salute

4. Motion by Patrick Rock, seconded by Edward Kemp, to approve the minutes of November 13, 2023, as presented.

MV: all voting yes, motion carried

5. Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the executive session minutes of November 13, 2023, as presented.

MV: all voting yes, Rock 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:

6. Motion by Edward Kemp, seconded by Patrick Rock, to approve the Student Activity and Cafeteria Report for the month ending October 31, 2023, as presented.

MV: all voting yes, motion carried

7. Motion by Kristopher Eisner, seconded by Edward Kemp, to approve the attached transfers, as recommended by the Superintendent.

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

8. Motion by Patrick Rock, seconded by Jennifer Knittel, to approve the Bills List for November 2023.

MV: all voting yes, motion carried

9. Motion by Kristopher Eisner, seconded by Jennifer Knittel, to approve the Board Secretary's and Cash Reports for the month ending October 31, 2023, presented.

RCV: Eisner, Kemp, Knittel, 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:

10. Motion Edward Kemp, seconded by Kristopher Eisner, to approve the following club for the 2023-24 school year, as recommended by the Superintendent.

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

Club	Sponsor	Grade	Season	Sessions
Homework Club	Carney	4-6	Winter/Spring	Up to 30

11. Motion by Jennifer Knittel, seconded by Patrick Rock, to approve Warren Hills' Peer Leaders to volunteer in Brass Castle and Port Colden Schools, on a monthly basis, starting in January 2024, as recommended by the Superintendent.

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

12. 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.

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

Grade	Destination
6 th Gr. Band/Chorus/Art	Warren Hills HS

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

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging	Meals
Kara Cruts	RAPID Reading (Virtual)	0.00	Dec. 9, 2023 (Sat.)	-	-	-	-	-
Amybeth Kupcha	RAPID Educator Series Training (Virtual)	0.00	Dec. 14, 2023	-	-	-	-	-
Andrew Rusnak	RAPID Educator Series Training (Virtual)	0.00	Dec. 14, 2023	-	-	-	-	-
Gina Renner	Foundations Virtual Launch (Virtual)	330.00	Dec. 19, 2023	-	-	-	-	-
Kaleigh Soles	Foundations Virtual Launch (Virtual)	330.00	Dec. 19, 2023	-	-	-	-	-
Jessica Garcia	Preschool Director's/Admin. Meeting	0.00	Jan. 9, 2024	49.5	-	-	-	-

14. Motion by Patrick Rock, seconded by Kristopher Eisner, to approve Susan Peterson to provide Home Instruction for Student Local ID #15959588, up to 10 hours weekly, between December 6, 2023, through January 31, 2024, with dates TBD and approved by Director of Child Study Team, as recommended by the Superintendent.

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

E. PRINCIPAL’S REPORTS

F. CORRESPONDENCE

- Letter from the Township Attorney
- Superintendent’s response letter to the Township Mayor

G. COMMITTEE REPORTS

Education: NONE

Facilities: Meeting held on December 5, 2023 @ 7pm

15. Motion by Patrick Rock, seconded by Edward Kemp, to accept the following bids for Condensing Units at Brass Castle School, as recommended by the Superintendent.

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

Contractor	Base Bid
K&D Contractors, LLC	\$340,000.00
Iron Mountain Mechanical, LLC	\$238,995.00

16. Motion by Kristopher Eisner, seconded by Patrick Rock, to award the contract for Condensing Units at the Brass Castle School, to Iron Mountain Mechanical, LLC, in the amount of \$238,995.00 (NJ Clean Energy Grant SSB-VEEVR, Pathway 2 awarded \$187,500 towards the project), as recommended by the Superintendent.

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

17. Motion by Patrick Rock, seconded by Jennifer Knittel, to adopt the following Resolution to Withdraw Capital Reserve, as follows, as recommended by the Superintendent.

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

WHEREAS, NJA 6A:23A-14.1(h) permits a Board of Education to withdraw such funds from the Capital Reserve account and appropriate into the required capital account lines at budget time or any time during the year for use on required capital activities for a school facility as reported in the Long-Range Facility Plan, pursuant to N.J.A.C. 6A:26A.1.

WHEREAS, the Washington Township Board of Education authorizes procedures, under the authority of the commission of Education, which permit a board of education to withdraw funds from a district's Capital Reserve Account and appropriate said funds into the required capital account line for the following:

\$70,615 for the Condensing Units Project at Brass Castle (Balance after grant \$187,500)
including architect and engineering fees

WHEREAS, according to 6A:23A-14.1 (k), the Washington Township Board of Education shall restore any unexpended capital outlay appropriations, up to the amount of capital reserve account funds withdrawn, to the capital reserve account.

Finance & Policy: NONE

Personnel: Meeting held on December 4, 2023 @ 7pm, and December 11, 2023 @ 7pm

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 b,c,i below.

18. Motion by Jennifer Knittel, seconded by Kristopher Eisner, 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: all voting yes, motion carried

Time: 7:46 pm

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

MV: all voting yes, motion carried

Time: 9:12 pm

20. Motion by Edward Kemp, seconded by Kristopher Eisner, to affirm the administration's decision in HIB case BC111723, as recommended by the Superintendent.

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

Jennifer Knittel shared information from the Delegate Assembly.

J. ADJOURNMENT

21. Motion by Kristopher Eisner, seconded by Edward Kemp, to adjourn.

MV: all voting yes, motion carried

Time: 9:24 pm

Respectfully Submitted,

Jean Flynn, Business Administrator/Board Secretary