

WASHINGTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING

Monday, August 26, 2024

7:01 p.m.

Minutes of August 26, 2024

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 11, 2024, to Express Times and the Clerk of Washington Township.

Members in attendance: Kristopher Eisner, Edward Kemp, Vice President, Jennifer Knittel, Nicholas 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: None

Flag Salute

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the minutes of July 15, 2024, as presented. **(Attachment #1)**

MV: all voting yes, Rock and Eisner 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. INTRODUCTION/INTERVIEWS

Candidates for open Board seat:

- Jasmine Francisco

D. SECRETARY'S REPORT:

Motion by Nicholas Riess, seconded by Patrick Rock, to approve the Student Activity and Cafeteria Report for the month ending June 30, 2024, as presented. **(Attachment #2)**

MV: all voting yes, motion carried.

Motion by Edward Kemp, seconded by Kristopher Eisner, to approve the attached transfers, as recommended by the Superintendent. **(Attachment #3)**

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

Motion by Kristopher Eisner, seconded by Edward Kemp, to approve the Bills List for July 2024.

(Attachment #4)

MV: all voting yes, motion carried.

Motion by Kristopher Eisner, seconded by Patrick Rock, to approve the Board Secretary's and Cash Reports for the month ending June 30, 2024, as presented. **(Attachment #5)**

RCV: Eisner, Kemp, Knittel, 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.

E. SUPERINTENDENT'S REPORT:

Motion by Patrick Rock, seconded by Jennifer Knittel, to accept, with regret, the resignation of Deborah Dunlap, Paraprofessional, effective July 31, 2024, as recommended by the Superintendent.

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

Motion by Kristopher Eisner, seconded by Edward Kemp, to accept, with regret, the resignation of Sydney Quackenbush, Paraprofessional, effective August 1, 2024, as recommended by the Superintendent.

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

Motion by Edward Kemp, seconded by Kristopher Eisner, to accept, with regret, the resignation of Genevieve Williams, BCBA, effective October 6, 2024, as recommended by the Superintendent.

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

Motion by Nicholas Riess, seconded by Patrick Rock, to approve the following Substitutes for the 2024-2025 school year, upon completion of employment requirements, as recommended by the Superintendent.

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

Name
Sydney Quackenbush
Patricia Stasse
Amanda Brattole
Claire Haney
Angela Pawloski
Frances Taylor

Motion by Kristopher Eisner, seconded by Edward Kemp, to approve the following personnel for the 2024-2025 school year, pending completion of employment requirements, as recommended by the Superintendent.

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

Employee	Position	Salary/Rate/Per Diem
Ryen Beers	Full-time Custodian	\$20.00
Diane Esposito	Part-time Secretary	\$18.50
Jeffrey Reamer	Part-time Custodian	\$17.25
Sean Hardy	Part-time Paraprofessional	\$18.50, Step 10

Motion by Nicholas Riess, seconded by Kristopher Eisner, to approve the Professional Development Program, as recommended by the Superintendent.

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging	Meals
Jessica Garcia	Empower Yourself: American Sign Language – Fundamental Concepts	\$39	Upon Completion	-	-	-	-	-
Holly Lynch	Empower Yourself: American Sign Language – Fundamental Concepts	\$39	Upon Completion	-	-	-	-	-
Jessica Garcia	Empower Yourself: Basics of American Sign Language	\$100	Upon Completion	-	-	-	-	-
Holly Lynch	Empower Yourself: Basics of American Sign Language	\$100	Upon Completion	-	-	-	-	-

Motion by Jennifer Knittel, seconded by Nicholas Riess, be it resolved that the Board of Education approves the use of district certificated staff to provide home instruction to students on an as-needed basis, in accordance with district policies and New Jersey Department of Education guidelines, as recommended by the Superintendent.

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

Motion by Jennifer Knittel, seconded by Kristopher Eisner, to approve the following resolution to renew the membership with School Alliance Insurance Fund (SAIF), as recommended by the Superintendent.

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

**School Alliance Insurance Fund
Resolution for Renewal of Membership**

WHEREAS, the **Washington Township Board of Education**, hereafter referred to as "**Educational Facility**" is a member of the School Alliance Insurance Fund, hereinafter referred to as "**Fund**"; and

WHEREAS, said renewal membership terminates as of July 1, 2024, at 12:01 a.m. standard time, unless earlier renewed by agreement between the **Educational Facility** and the **Fund**; and

WHEREAS, the **Educational Facility** is afforded the following types of coverages:

Workers' Compensation

Supplemental Indemnity - Workers' Compensation

Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability

Excess Liability (AL/GL)

School Leaders Professional Liability

Excess Liability (SLPL)

WHEREAS, the **Educational Facility** desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The **Educational Facility** agrees to renew its membership in the **Fund** for a period of three years beginning July 1, 2024, and ending July 1, 2027 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the **Fund** presently existing or as from time to time amended by the **Fund** and/or the Department of Banking and Insurance.

2. The **Educational Facility's** Business Official, is hereby appointed as the **Educational Facility's** Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the **Fund** the **Educational Facility's** renewal of its membership.

Motion by Edward Kemp, seconded by Kristopher Eisner, to approve the following resolution to renew Indemnity and Trust agreement with School Alliance Insurance Fund (SAIF), as recommended by the Superintendent.

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

School Alliance Insurance Fund Indemnity and Trust Renewal Agreement

THIS AGREEMENT, made the 26th day of August 2024, in the County of **Warren**, State of New Jersey, by and between the School Alliance Insurance Fund, hereinafter referred to as "**Fund**", and the Governing Body of the **Washington Township Board of Education**, hereinafter referred to as "**Educational Facility**";

WHEREAS, the **Fund** seeks to provide its members with insurance coverage;

WHEREAS, two or more educational facilities have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto; and

WHEREAS, the **Educational Facility** is currently a member of said **Fund**; and

WHEREAS, the **Educational Facility** has resolved to renew said membership;

NOW, THEREFORE, it is agreed as follows:

1. The **Educational Facility** hereby renews its membership in the **Fund** for a three (3) year period, beginning July 1, 2024, and ending July 1, 2027, at 12:01 a.m. eastern standard time.
2. The **Educational Facility** agrees to participate in the **Fund** with respect to the types of insurance stated in the Renewal of Membership Resolution.
3. The **Educational Facility** hereby ratifies and reaffirms the bylaws and other organizational and operational documents of the **Fund** and as from time to time amended by the **Fund** and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.
4. The **Educational Facility** agrees to be a participating member of the **Fund** for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
5. In consideration of renewal of membership in the **Fund**, the **Educational Facility** agrees that for those types of insurance in which it participates, the **Educational Facility** shall jointly and severally assume and discharge the liability of each and every member of the **Fund** all of whom, as a condition of membership in the **Fund**, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the **Educational Facility** is pledged to the punctual payment of any sums which shall become due to the **Fund** in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.
6. If the **Fund**, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the **Educational Facility** agrees to reimburse the **Fund** for all such reasonable expenses, fees and costs on demand.
7. The **Educational Facility** and the **Fund** agree that the **Fund** shall hold all monies paid by the **Educational Facility** to the **Fund** as fiduciaries for the benefit of **Fund** claimants all in accordance with applicable statutes and/or regulations.
8. The **Fund** shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1 *et. seq.* and such other statutes and regulations as may be applicable.
9. The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute the Agreement to renew membership.

F. PRINCIPALS' REPORT

G. CORRESPONDENCE: (Attachment #8)

- Email from Deborah Dunlap
- Email from Sydney Quackenbush
- Letter from Genevieve Williams

H. COMMITTEE REPORTS

Education: Meeting held Tuesday August 20, 2024 @ 7pm

Motion by Edward Kemp, seconded by Nicholas Riess, to approve the updated curriculum guides, as recommended by the Superintendent.

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

- Math – Warren Hills Cluster
- ELA – Warren Hills Cluster
- Science
- Health & Physical Education
- Social Studies
- Visual & Performing Arts – Warren Hills Cluster
- World Language – Warren Hills Cluster
- Career Readiness, Life Literacies & Key Skills (21st Century Skills – embedded in other curriculum guides)
- Computer Science & Design Thinking (Makerspace/STEM - embedded in other curriculum guides)

Motion by Jennifer Knittel, seconded by Patrick Rock, to approve the Book and Media List, as amended, for the 2024-2025 school year, as recommended by the Superintendent. **(Attachment #9)**

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

Facilities:

Motion by Nicholas Riess, seconded by Patrick Rock, to approve the bus routes for the 2024-2025 school year, as recommended by the Superintendent. **(Attachment #10)**

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

Motion by Kristopher Eisner, seconded by Edward Kemp, to renew the school related activities transportation contract with Snyder Bus Services, Inc. for the 2024-2025 school year, as recommended by the Superintendent.

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

Finance & Policy:

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the second reading and adoption of the following bylaws, policies and regulations (Policy Alert 233), as recommended by the Superintendent.

RCV: Eisner, Kemp, Knittel and Graf all voting yes, Riess voting no, Rock abstained, motion carried.

- 0141 Board Member Number and Term (Revised)
- P 0164.6 Remote Public Board Meetings During a Declared Emergency (M) (Abolished)
- P & R 3160 Physical Examination (M) (Revised)
- P & R 4160 Physical Examination (M) (Revised)
- R 5200 Attendance (M) (Revised)
- P 5337 Service Animals (Revised)
- P 5350 Student Suicide Prevention (M) (Revised)
- P 8420 Emergency Crisis Situations (M) (Revised)
- P & R 8467 Firearms and Weapons (M) (Revised)
- P 9181 Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (Revised)

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the second reading and adoption of the following bylaws, policies and regulations (Policy Alert 233), as recommended by the Superintendent.

RCV: Kemp, Knittel and Graf all voting yes, Riess voting no, Eisner and Rock abstained, motion carried.

- P 2200 Curriculum Content (M) (Revised)

Personnel:

I. PUBLIC QUESTIONS AND DISCUSSION - old and/or new business - **NONE**

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

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

Motion by Kristopher Eisner, seconded by Edward Kemp, 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 by Individual privacy. 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: unanimous, motion carried.

Time: 8:10pm

Motion by Kristopher Eisner, seconded by Patrick Rock, to return to open session.

MV: unanimous, motion carried.

Time: 8:25pm

Motion by Kristopher Eisner, seconded by Patrick Rock, to appoint Jasmine Francisco, as a Board Member at the September 9, 2024, Board of Education Meeting (upon completion of criminal history check).

MV: all voting yes, motion carried.

K. ADJOURNMENT

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

MV: unanimous, motion carried.

Time: 8:27pm

Respectfully Submitted,

Jean Flynn, Business Administrator/Board Secretary