

WASHINGTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING

Monday, July 15, 2024

7:07 p.m.

Minutes of July 15, 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: Edward Kemp, Vice-President, Jennifer Knittel, Kimberley Morris, Nicholas Riess and Karen Graf, President. In addition, Keith Neuhs, Superintendent and Jean Flynn, Business Administrator.

Members absent: Kristopher Eisner and Patrick Rock.

Flag Salute

Motion by Nicholas Riess, seconded by Kimberley Morris, to approve the minutes and executive session minutes of June 17, 2024, as presented. **(Attachment #1 & #1a)**

MV: all voting yes, Kemp abstained, motion carried.

B. PUBLIC QUESTIONS AND DISCUSSION: (Agenda items)

(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 Kimberley Morris, to approve the Student Activity and Cafeteria Report for the month ending May 31, 2024, as presented. **(Attachment #2)**

MV: all voting yes, motion carried.

Motion by Kimberley Morris, seconded by Nicholas Riess, to approve the attached transfers, as recommended by the Superintendent. **(Attachment #3)**

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

Motion by Nicholas Riess, seconded by Jennifer Knittel, to approve the Bills List for June 2024.

(Attachment #4)

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 May 31, 2024, as presented. **(Attachment #5)**

RCV: Kemp, Knittel, Morris, Riess 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 accept, with regret, the resignation of Mildred Caba, PT Secretary, effective June 21, 2024, as recommended by the Superintendent.

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

Motion by Kimberley Morris, seconded by Nicholas Riess, to approve the voluntary building transfers for the following staff members, for the 2024-2025 school year, as recommended by the Superintendent.

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

STAFF MEMBER	TITLE	FROM	TO
Agatha Russo	Paraprofessional	Brass Castle	Port Colden

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the Professional Development Program, as recommended by the Superintendent.

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

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging	Meals
Jean Flynn	InterNETworking 2024	-	July 17-19, 2024	-	-	-	-	-
Jessica Garcia	InterNETworking 2024	-	July 17-19, 2024	67	-	TBD	\$338.62	-

Motion by Nicholas Riess, seconded by Edward Kemp, to approve the following Substitutes for the 2024-2025 school year, as recommended by the Superintendent.

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

Substitutes 2024-2025
Anthony-Iosue, Sandra
Balzer, Marilyn
Carvatt, David - Custodian
Casserly, Pamela
Cirotti, Michelle
Hamas, Christine
Kaiven, Edward
Maiz, Allison - Nurse
Morris, Sean - Custodian
Nisivoccia, Mia
Perna, Patricia - Nurse
Polhemus, Deborah
Quinoa, Jack
Randolph, John
Reber, Timothy
Rella, Denise
Rhinehart, Ava
Rice, Allison
Riotto, Amy
Samela, Susan
Smith, Emma
Stasse, Patricia - Nurse
Thompson, Christine

Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the New Jersey Commission for the Blind contract, to provide CBVI Level 1 services, for Student #14204977, for the 2024-2025 school year, in the amount of \$2,420, as recommended by the Superintendent.

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

Motion by Nicholas Riess, seconded by Kimberley Morris, to approve the submission of the FY25 ESEA Grant application, as recommended by the Superintendent.

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

Title I	\$50,144
Title II - A	\$ 8,571
Title III	\$ 341
Title IV	\$10,000
Total	\$69,056

Motion by Jennifer Knittel, seconded by Kimberley Morris, to submit Dual Use applications for use of education space in Brass Castle School, for the 2024-2025 school year, Room 205 for BSI/Enrichment/Reading Intervention and Resource Room and Room 102 for BSI/Enrichment/Reading Intervention and Resource Room, to the County Executive Superintendent for approval.

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

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the submission of the 2024-2025 Comprehensive Equity Plan Statement of Assurance, to the Executive County Superintendent, as recommended by the Superintendent.

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

Motion by Edward Kemp, seconded by Kimberley Morris, to approve the Emergency Virtual/Remote Plan for the 2024/2025 School Year, as recommended by the Superintendent (**Attachment #7**).

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

Motion by Edward Kemp, seconded by Nicholas Riess, to apply for the FY2025 IDEA Grant and accept the grant award funds, upon approval of the FY2025 IDEA application, as recommended by the Superintendent.

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

Basic	\$151,257
Preschool	\$ 11,242

Motion by Nicholas Riess, seconded by Edward Kemp, to adopt the following Resolution to Withdraw Capital Reserve, as follows, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris, Riess 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:

\$52,610.07 – Playground Equipment at BC &PC (matching funds)

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.

Motion by Nicholas Riess, seconded by Kimberley Morris, to approve the purchase of playground equipment for Brass Castle and Port Colden schools through the ESCNJ #20/21-06 cooperative pricing. Funded by the Department of Community Affairs Local Recreational Improvement Grant of \$65,000, Preschool Education Aid of \$50,118.67 and local matching funds of \$52,610.07, as recommended by the Superintendent.

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

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the purchase of custodial services from Precision HR \$23.50 hourly rate (*rate includes paid personal/sick days, payroll taxes, worker's compensation, unemployment and administrative fees*) for the 2024/2025 School Year, as recommended by the Superintendent.

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

Motion by Edward Kemp, seconded by Kimberley Morris, to accept, with regret, the resignation of Michele Ganova, PT Paraprofessional, effective July 26, 2024, as recommended by the Superintendent.

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

Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the following Substitute for the 2024-2025 school year, as recommended by the Superintendent.

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

- Michele Ganova

E. PRINCIPALS' REPORT

F. CORRESPONDENCE: (Attachment #9)

- Email from Mildred Caba

G. COMMITTEE REPORTS

Education:

Facilities:

Finance & Policy:

Motion by Jennifer Knittel, seconded by Kimberley Morris, to approve the second reading and adoption of the following bylaws, policies and regulations, as recommended by the Superintendent.

RCV: Kemp, Knittel, Morris and Graf all voting yes, Riess voting no, motion carried.

- P 1140 Educational Equity Policies/Affirmative Action (M) (Revised)
- P 1523 Comprehensive Equity Plan (M) (Revised)
- P 1530 Equal Employment Opportunities (M) (Revised)
- R 1530 Equal Employment Opportunity Complaint Procedure (M) (Revised)

- P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised)
- R 2200 Curriculum Content (M) (Revised)
- P 2260 Equity in School and Classroom Practices (M) (Revised)
- R 2260 Equity in School and Classroom Practices Complaint Procedure (M) (Revised)
- P 2411 Guidance Counseling (M) (Revised)
- P & R 2423 Bilingual Education (M) (Revised)
- P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
- P 3211 Code of Ethics (Revised)
- P 5570 Sportsmanship (Revised)
- P 5750 Equitable Educational Opportunity (M) (Revised)
- P 5755 Equity in Educational Programs and Services (M) (Abolished)
- P 5841 Secret Societies (Revised)
- P 5842 Equal Access of Student Organizations (Revised)
- P & R 7610 Vandalism (Revised)
- P 9323 Notification of Juvenile Offender Case Disposition (Revised)

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

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

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

RCV: Kemp, Knittel, Morris and Graf all voting yes, Riess voting no, motion carried.

- P 2200 Curriculum Content (M) (Revised)

Personnel:

H. 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.)

I. EXECUTIVE SESSION - if required as indicated in items _____ below:

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.

- 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: _____ Time: _____

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

MV: _____ Time: _____

J. ADJOURNMENT

Motion by Kimberley Morris, seconded by Jennifer Knittel, to adjourn.

MV: unanimous, motion carried. Time: 8:01pm

Respectfully Submitted,

Jean Flynn, Business Administrator/Board