

**WASHINGTON TOWNSHIP BOARD OF EDUCATION  
REGULAR MEETING**

**Monday, October 7, 2024**

**7:00 p.m.**

**A. AGENDA:**

1. Call to order by President.

Time: \_\_\_\_\_

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.

2. Roll Call:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Vacancy	Nicholas Riess	Patrick Rock	Karen Graf
Present							

3. Flag Salute

Administering the Oath of Office to the newly elected Board Members.  
(Newly appointed Board Member signs the Oath of Office).

**1 ½ Year Term - Jasmine Francisco**

Board Member will sign acknowledgement of receipt of File Code 9271.  
(Please sign and return to the Board Secretary).

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the minutes and executive session minutes of September 9, 2024, as presented. **(Attachment #1 & #1a)**

MV:

**B. PUBLIC HEARING:**

- School Climate Committee Self-Assessment

5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the School Climate Self-Assessment and submission, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

**C. PUBLIC QUESTIONS AND DISCUSSION:** (Agenda items)

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

**D. SECRETARY’S REPORT:**

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Student Activity and Cafeteria Report for the month ending August 31, 2024, as presented. **(Attachment #2)**

MV:

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the attached transfers, as recommended by the Superintendent. **(Attachment #3)**

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Bills List for September 2024. **(Attachment #4)**

MV:

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Board Secretary’s and Cash Reports for the month ending August 31, 2024, as presented. **(Attachment #5)**

RCV:

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.

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

**E. SUPERINTENDENT’S REPORT: (Attachment #6)**

- District Assessment Presentation – Keith T. Neuhs

10. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the November 11, 2024, Board of Education Meeting, be rescheduled to November 18, 2024, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

11. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to recognize that the following staff members have successfully completed Crisis Prevention Institute (CPI) De-escalation Training for the 2024-25 school year, as recommended by the Superintendent.

RCV:

<b>Certified Staff</b>	
Heather Kerner	Melanie Ward
Steve Scism	Becky Whalen
Nicole Smith	Shannon Wilhelm
Toni Smith	Genevieve Williams
Kaleigh Soles	Jess Wyke
Deb Tierney	

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

12. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following staff members on the Code Blue Team at Port Colden School for the 2024-25 school year, as per the Superintendent.

RCV:

<b>Staff Member</b>
Elizabeth Anema, School Nurse - CPR Trained
Sarah Bettenhausen – CPR Trained
Caryn Kaluzny – CPR Trained
Amybeth Kupcha – CPR Trained
Barbara Pierson – CPR Trained
Rebecca Rader – CPR Trained
Nicole Smith – CPR Trained
Toni Smith – CPR Trained
Deb Tierney – CPR Trained
Jessica McDonagh, PC Principal

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

13. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following *Brass Castle Volunteers* to be Delegates for the 2024-25 school year, as recommended by the Superintendent.

RCV:

Staff Member	EpiPen	Baqsimi	Valtoco
Jessica Catania	X	X	
Chris Dimitriou	X	X	
Christine Drevitch	X	X	
Jessica Garcia	X	X	X
Keith Neuhs	X	X	
Joan Pare	X	X	
Stacie Paruta	X		
Tom Schepis	X		
Steve Scism	X		
Renee Seiz	X	X	
Shannon Wilhelm	X	X	

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

14. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following *Port Colden Volunteers* to be Delegates for the 2024-25 school year, as recommended by the Superintendent.

RCV:

Staff Member	EpiPen	Baqsimi	Valtoco
Elizabeth Anema	X		
Sarah Bettenhausen	X		
Amybeth Kupcha	X		
Jessica McDonagh	X		
Megan Ordemann	X		
Keith Neuhs	X	X	
Melissa Patamia	X		
Barbara Pierson	X		
Toni Smith	X		
Elizabeth Vespucci	X		

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

15. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following Clubs at Brass Castle School for the 2024-2025 school year, as recommended by the Superintendent.

RCV:

Club	Sponsor(s)	Grade	# of Students	Season	Sessions
Homework Club	Catania/Carney	4-6	5-10	Fall/Spring	80-100
Chess Club	Drevitch	1-3	16	Winter/Spring	16

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

16. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following field trips for the 2024-2025 school year, as recommended by the Superintendent.

RCV:

Grade	Destination
K	Von Thun Farms
3	Turtle Back Zoo
4	Jr. Achievement Education Ctr.
5	NJ State Museum

**G & T Enrichment Experiences**

Grade	Event	Destination
4	Mindnastics	Belvidere School Library
2	Marvelous Math	Rutherford Hall
3	Math-a-Magicians	Rutherford Hall
5-6	Debate	TBD
5-6	Spelling Bee	Phillipsburg Middle School
5-6	Robotics	Harmony School
3	Legos on the Loose	Willow Grove Elementary
4-6	Chess	Rutherford Hall
3-4	Phabulous Physics	Oxford Central School
5	Strategic Thinking	Washington Boro Schools
5-6	Battle of the Books	Phillipsburg Middle School

3-6	Video Expo	Mansfield Elementary School
3-4	Battle of the Books	Knowlton Elementary School
6	Convo Tech Day	Warren County Technical School

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

17. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Professional Development Programs, as recommended by the Superintendent.

RCV:

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging	Meals
Peggy Edmiston	Transportation Meeting	-	Oct. 10, 2024	61.8	-	-	-	-
Nicole Smith	Intro. To Gestalt Lang. Processing	\$90.00	Oct. 14, 2024	-	-	-	-	-
Joanne Mitch Susan Peterson Stacie Paruta	Science of Reading for Students with Dyslexia (Webinar)	\$30.00 ea.	Oct. 16, 2024	-	-	-	-	-

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

18. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the addendum between the Washington Township Board of Education and Heather Kerner, BCBA, as recommended by the Superintendent. **(Attachment #7)**

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

19. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept, with regret, the resignation of Ryen Beers, Full time Custodian, effective October 11, 2024, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

20. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following Personnel for the 2024-2025 school year, pending satisfactory completion of hiring requirements, as recommended by the Superintendent.

RCV:

Employee	Position	Salary/Rate/Per Diem
Antoinette Standish	Paraprofessional	\$18.00, Step 8
Lindsay Kish	Paraprofessional	\$17.50, Step 6
Summer Sozanski	Substitute	Daily Rate
Pamela Nicholson	Substitute	Daily Rate

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

21. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Julianna Fox, a WCCC Student, to complete twenty (20) hours of classroom observation, as part of the completion of her Foundation of Education Program, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

22. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the annual update of the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2024-2025 school year, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

23. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to authorize the submission of the FY2026 projected Preschool Enrollment and 2025-2026 Three-year preschool program plan and annual updates, as recommended by the Superintendent. **(Attachment #8)**

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

24. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve a health care staffing agreement between the Washington School District and Loving Care Agency, Inc. d/b/a Aveanna Healthcare, to provide one-on-one nursing services on school campus or offsite for a school sponsored event, including transportation, at the following rates for the 2024-2025 School Year, as recommended by the Superintendent. **(Attachment #9)**

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

25. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve Master Service Agreement with 3Chords Inc and EPIC Special Education Staffing formerly, TherapyTravelors LLC to provide staffing services on an as needed basis, as recommended by the Superintendent. (Staffing Confirmation Agreements approved by the Superintendent will be approved at the following BOE meeting)

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

26. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the submission of the Child Assault Prevention (CAP) Grant for 2024-2025 in the amount of \$1,116.00, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

27. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the WTSD Mentor Plan and Professional Development Plan, Statement of Assurance (SOA), as recommended by the Superintendent.

RCV:

**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.

**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 \$6,600 will also be utilized to support these professional development plans.



	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

28. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve the following resolution, as recommended by the Superintendent.

RCV:

**RESOLUTION FOR MEMBER PARTICIPATION IN A COOPERATIVE PRICING SYSTEM**

A RESOLUTION AUTHORIZING THE Washington Twp Board of Education TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

**WHEREAS**, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Monmouth-Ocean Educational Services Commission (MOESC), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services;

**WHEREAS**, on October 7, 2024, the governing body of the Washington Twp Board of Education, County of Warren, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

**NOW, THEREFORE BE IT RESOLVED** as follows:

**TITLE**

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Monmouth-Ocean Educational Services Commission (MOESC),

**AUTHORITY**

Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C 5:34-7.6 (a), the Washington Twp Board of Education is hereby authorized to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC), the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall comply with the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

**F. PRINCIPALS’ REPORT (Attachment #10)**

**G. CORRESPONDENCE: (Attachment #11)**

- Letter from New Jersey Department of Education
- Letter from School Alliance Insurance Fund
- Letter from Ryen Beers

**H. COMMITTEE REPORTS**

**Education:**

**Facilities:**

**Note:** Bus evacuation drills were held at Brass Castle and Port Colden Schools on September 24, 2024.

29. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the annual Health and Safety Evaluation of School Buildings Checklist State of Assurance for school year 2024-25, as recommended by the Superintendent. **(Attachment #12)**

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

30. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the following quotes to provide arborist trimming services for the 3 oak trees in front of Brass Castle School, as recommended by the Superintendent.

RCV:

Contractor	Project
A&D Tree Service	\$2,000
APM Tree Service, LLC	\$2,200
Spanner Tree & Shrub Care, Inc.	\$1,900

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

31. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to award the contract to Spanner Tree & Shrub Care, Inc. to provide arborist trimming services for the 3 oak trees in front of Brass Castle School for total cost of \$1,900.00, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

32. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the submission of the Comprehensive Maintenance Plan (CMP) for 2023-2024, 2024-2025, 2025-2026, as per 6A:26A-3.1 to the Executive County Superintendent, as recommended by the Superintendent. **(Attachment #13)**

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

33. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the M-1 (Annual Maintenance Budget Amount Worksheet), as per N.J.A.C. 6A:26A-4.1, to be submitted to the Executive County Superintendent, as recommended by the Superintendent. **(Attachment #14)**

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

**Finance & Policy:**

**Personnel:** Meeting held on September 24, 2024 @ 7pm

34. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following pay rate adjustment effective November 1, 2024, as recommended by the Superintendent.

RCV:

Employee	Position	Salary/Rate/Per Diem
Zaida Amon	Full-time Custodian	\$23.00
Patrick Hurd	Full-time Custodian	\$17.25
Katherine Amon	Part-time Custodian	\$17.25
Melanie Plenge	Part-time Secretary	\$20.85

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

**I. PUBLIC QUESTIONS AND DISCUSSION - old and/or new business**

(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:**

35. 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: \_\_\_\_\_

36. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to return to open session.

MV: \_\_\_\_\_

Time: \_\_\_\_\_

37. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to affirm the Administration’s decision in HIB case #BCPC090624, as recommended by the Superintendent.

RCV:

	Kristopher Eisner	Edward Kemp	Jennifer Knittel	Jasmine Francisco	Nicholas Riess	Patrick Rock	Karen Graf
Yes							
No							
Abstain							

**K. ADJOURNMENT**

38. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn.

MV: \_\_\_\_\_

Time: \_\_\_\_\_