

**WASHINGTON TOWNSHIP BOARD OF EDUCATION  
SPECIAL MEETING**

**Monday, April 7, 2025**

**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 April 1, 2025, to the Clerk of Washington Township, posted on the district website and in both Brass Castle and Port Colden Schools.

2. Roll Call:

	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Patrick Rock	Robert Yench	Karen Graf
Present							

3. Flag Salute

**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. SUPERINTENDENT'S REPORT:**

4. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the submission of the Tax Levy Incentive Aid application, as recommended by the Superintendent, as follows: **(Attachment #1)**  
RCV:

Whereas, in the proposed FY2026 State Budget, certain districts have the opportunity to apply to the Commissioner of Education to increase expenditures, including an allocation of Tax Levy Incentive Aid, in order to satisfy the thoroughness and efficiency standards established pursuant to N.J.S.A. 18A:7F-46.

Whereas, the Washington Township School District is below local fair share and spending below adequacy to be eligible to participate in this program.

Whereas, the Washington Township School District is eligible to increase expenditures by \$602,258 and qualify for Tax Levy Incentive Aid in the amount of \$28,679.

Whereas, the Washington Township School District is requesting the approval to increase expenditures based on the New Jersey Department of Education's thorough and efficient education standards.

Therefore, the Washington Township Board of Education is approving the submission of this application to the Commissioner of Education.

	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Patrick Rock	Robert Yencha	Karen Graf
Yes							
No							
Abstain							

5. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the following quotes for Port Colden Projects, as recommended by the Superintendent.

RCV:

Contractor	Room #100	Staff Bathroom Renovation (Gym)	Staff Bathroom Renovation (Copier Rm)
Rapid Recovery Services, LLC.	\$15,055.90	\$11,500.00	\$8,000.00
Hahr Construction Inc.	\$ 9,700.00	\$14,200.00	\$9,100.00

	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Patrick Rock	Robert Yencha	Karen Graf
Yes							
No							
Abstain							

6. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to award the contracts as listed below, as recommended by the Superintendent.

RCV:

Port Colden Projects	Contractor	Cost
<b>Room #100</b>	Hahr Construction Inc.	\$ 9,700.00
<b>Staff Bathroom Renovation (Gym)</b>	Rapid Recovery Services, LLC.	\$11,500.00
<b>Staff Bathroom Renovation (Copier Rm)</b>	Rapid Recovery Services, LLC.	\$ 8,000.00

	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Patrick Rock	Robert Yencha	Karen Graf
Yes							
No							
Abstain							

7. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to accept the following bids for Lawn Mowing Services for the Washington Township School District, as recommended by the Superintendent.

RCV:

Contractor	ACF Greenscapes	Advanced Drilling Inc.	Ryback Landscaping LLC.	Washington Twp.
Base Bid *	\$ 10,166		^ No Quote	\$ 12,000
Alternate Bid**	\$ 4,940		^ No Quote	\$ -
Total	\$ 15,106	\$ 54,900	^ No Quote	\$ 12,000

\* Base Bid is the area currently done by the Township.

\*\* Alternate Bid is the area our custodians are maintaining.

^ Bid received in the mail after 10 AM

	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Patrick Rock	Robert Yench	Karen Graf
Yes							
No							
Abstain							

8. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to award the contract for Lawn Mowing Services for the Washington Township School District to ACF Greenscapes for Base Bid and Alternate Bid of \$15,106 for the 2024/2025, as recommended by the Superintendent.

RCV:

	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Patrick Rock	Robert Yench	Karen Graf
Yes							
No							
Abstain							

9. Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt the following Resolution to Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent.

RCV:

WHEREAS, N.J.S.A. 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget time or any time during the year for use on required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4.

WHEREAS the aforementioned statutes authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district’s Maintenance Reserve Account any time during the year by resolution, and

WHEREAS, the Washington Township Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the general fund for the following:

\$ 26,370	for upgrade Brass Castle BMS Controller to EcoStruxure
\$ 19,500	for PC Staff Bathroom Renovation
\$ 9,700	for PC Room #100
<b>\$ 55,570</b>	<b>Total</b>

WHEREAS, according to 6A:23A-14.2(e), the Washington Township Board of Education shall restore any unexpended required maintenance appropriations, up to the amount of maintenance reserve account funds withdrawn, to the maintenance reserve account at year-end.

	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Patrick Rock	Robert Yench	Karen Graf
Yes							
No							
Abstain							

**D. 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.)

**E. ADJOURNMENT**

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

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

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