

WASHINGTON TOWNSHIP BOARD OF EDUCATION
REGULAR MEETING

Monday, September 14, 2026

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 6, 2026, to the Clerk of Washington Township, posted on the district website and in both Brass Castle and Port Colden Schools.

2. Roll Call:

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Present							

3. Flag Salute

4. Motion by _____, seconded by _____, to approve the minutes and executive session minutes of August 10, 2026, as presented. **(Attachment #1 & 1a)**

MV:

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:

5. Motion by _____, seconded by _____, to approve the Student Activity Report, as presented. **(Attachment #2)**

MV:

6. Motion by _____, seconded by _____, to approve the attached transfers, as recommended by the Superintendent. **(Attachment #3)**

RCV:

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

7. Motion by _____, seconded by _____, to approve the Bills List for August 2026.
(Attachment #4)

MV:

8. Motion by _____, seconded by _____, to approve the Board Secretary's and Cash Reports for the month ending July 31, 2026, 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.

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

D. SUPERINTENDENT'S REPORT: (Attachment #6)

9. Motion by _____, seconded by _____, to approve the following District and Board of Education goals for the 2026-27 school year. **(Attachment #7)**

RCV:

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

10. Motion by _____, seconded by _____, to approve the following teachers as *formal* mentors for the 2026-27 school year, as recommended by the Superintendent.

RCV:

STAFF MEMBER	FORMAL MENTOR
Brass Castle:	
Summer Sozanski – 2nd year	Anissa Mikitiuk
Shannon Tubman – 2nd year	Dawn Nisivoccia
Carissa Plut – 2nd year	Joanne Mitch
Port Colden:	
Sabrina Emmolo – 2nd year	Jennifer Kruger
Victoria Andrews – 2nd year	Susan Graham
Zoe Nast – 2nd year	Christine Drevitch

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

11. Motion by _____, seconded by _____, to approve the following personnel for the 2026-27 school year, pending completion of employment requirements, as recommended by the Superintendent.

RCV:

Employee	Position	Salary/Rate/Per Diem
Dawn Harper	Paraprofessional	Step E, \$22.00 hr.
John Korczukowski	Substitute	Daily Rate
Cassandra Giunta	Substitute	Daily Rate

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

12. Motion by _____, seconded by _____, to approve the voluntary building transfer for Jeanne Hepp, to move from BC to PC, for the 2026-2027 school year, as recommended by the Superintendent.

RCV:

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

13. Motion by _____, seconded by _____, to accept, with regret, the resignation of Susan Wardell, Principal/Preschool Coordinator, with an effective date on or about November 12, 2026, as recommended by the Superintendent.

RCV:

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

14. Motion by _____, seconded by _____, to approve the Professional Development Program, as recommended by the Superintendent.

RCV:

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging	Meals
Jesse Wyke	Connecting Speech to Function	\$85.00	Oct. 12, 2026	-	-	-	-	-

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

15. Motion by _____, seconded by _____, to approve the following field trips for the 2026-2027 school year, as recommended by the Superintendent.

RCV:

Grade	Destination
K	Von Thun Farms

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

16. Motion by _____seconded by _____, 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:

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

17. Motion by _____, seconded by _____, to approve the following staff to be on the District Threat Assessment Team for the 2026-27 school year, as recommended by the Superintendent.

RCV:

Staff Member
Keith Neuhs, Superintendent
Susan Wardell, BC Principal
Jessica McDonagh, PC Principal
Deb Tierney, Guidance Counselor/Assessor
Jennifer Borusovic, School Psychologist/Assessor
Erin Karl, School Social Worker/Assessor
Dawn Nisivoccia, BC Teacher
Kara Cruts, PC Teacher
Jim Hikade, BC School Resource Officer
Vinnie Torre, PC School Resource Officer

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

18. Motion by _____, seconded by _____, to recognize that the following staff members have successfully completed Crisis Prevention Institute (CPI) De-escalation Training for the 2026-27 school year, as recommended by the Superintendent.

RCV:

Certified Staff		Non-Certified Staff
Andrews, Victoria	Mitch, Joanne	Bitecola, Janeen
Bettenhausen, Sarah	Moscaritolo, Katelyn	Dagostino, Rachael
Borusovic, Jennifer	Musso, Nicole	Deeney, Rebecca
Borusovic, Robert	Nast, Zoe	Dicksen, Denise
Campagna, Nicole	Neuhs, Keith	Faitoute, Katie
Carney, Kelly	Nisivoccia, Dawn	Gaimo, Dawn
Catania, Jessica	Pare, Joan	Harper, Dawn
Concato, Deanna	Paruta, Stacie	Hepp, Jeanne
Cruts, Kara	Patamia, Melissa	Kenfack-Donfack, Ines (agency)
Dantzler, Sandra	Peterson, Susan	Krukowski, Nancy
Dimitriou, Christopher	Plut, Carissa	Lynch, Holly
Drevitch, Christine	Rader, Rebecca	Mecca, Sherri
Emmolo, Sabrina	Renner, Gina	Morea, Colleen
Ferrara, Katherine	Richardson, Christina	Murray, Catherine
Galoppo, Lisa	Romel, Patricia	Nolan, Jeanette
Graham, Susan	Rusnak, Andrew	Pierson, Barbara
Hawk, Laura	Schepis, Thomas	Rakowski, Nicole
Henderson, Jacqueline	Scism, Steve	Schulte, Ann Marie
Karl, Erin	Sikora, Samantha	Seiz, Renee
Kerner, Heather	Smith, Nicole	Smith, Barbara
Kruger, Jennifer	Soles, Kaleigh	Ward, Courtney
Kupcha, Amybeth	Sozanski, Summer	
Laykin, Shannon	Tierney, Deb	
Mahon, Michele	Ward, Melanie	
Margolin, Raphael	Wardell, Susan	
McDonagh, Jessica	Whalen, Rebecca	
Meier, Mikaela	Wilhelm, Shannon	
Mikitiuk, Anissa	Wyke, Jesse	
Miller, Tiffany		

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

19. Motion by _____, seconded by _____, to approve the following clubs at *Brass Castle School* for the 2026-2027 school year, as recommended by the Superintendent.

RCV:

Club	Sponsor	Grade	# of Students	Season	Sessions
Archery Club	Scism	5,6	20	Winter-Spring	32
BC Blue & White Band	Schepis	6	20-25	Fall-Spring	24
BC Panther Band	Schepis	5	20-30	Fall-Spring	24
Crafts & Games	Wilhelm	K	15	Winter	8
Movie Club	Dimitriou	6	15	Winter	16
Robotics Club	Drevitch	5,6	20	Spring	16
Robotics G&T	Drevitch	5,6	8	Fall	20
Senior Program	Carney/Paruta	6	20	Fall-Spring	6
Sports Club	Scism	4	20	Fall	8
Student Council	Dimitriou	6	20	TBD	10

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

E. PRINCIPALS' REPORT (Attachment #8)

F. CORRESPONDENCE: (Attachment #9)

- Letter from Susan Wardell

G. COMMITTEE REPORTS:

Education:

Facilities:

Finance & Policy:

20. Motion by _____, seconded by _____, to approve the second reading and adoption of Policy 2422 Statutory Curricular Requirements, as recommended by the Superintendent.

(Attachment #10)

RCV:

Policy Alert 235

- P 2422 Statutory Curricular Requirements (M) (Revised)

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

21. Motion by _____, seconded by _____, to approve Players Health, to provide voluntary Student Accident Insurance for the 2026-2027 school year as follows, as recommended by the Superintendent.

RCV:

COVERAGE OPTIONS	PREMIER PLAN	ECONOMY PLAN
At School Grades PK-12	\$ 71.00	\$ 64.00
24 Hour Coverage excluding Interscholastic Football	\$ 243.00	\$221.00

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

22. Motion by _____, seconded by _____ to adopt the following Resolution to Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent.

RCV:

WHEREAS, NJSA 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:

\$ 6,510 extended warranty for Port Colden generator
 \$ 8,560 extended warranty for Brass Castle generator
\$15,070 Total

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.

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

23. Motion by _____, seconded by _____, to approve the contract between the Washington Township Board of Education and Foley, Inc for generator extended warranty, to be taken out of maintenance reserve, as follows, as recommended by the Superintendent.

RCV:

LOCATION	DURATION	COST
Port Colden School	5 years	\$6,510
Brass Castle School	5 years	\$8,560
	Total	\$15,070

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

Personnel: Meeting held on August 31, 2026 @ 7pm at Brass Castle School

H. 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.)

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

24. 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: _____

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

MV: _____

Time: _____

26. Motion by _____, seconded by _____, to approve the interlocal agreement with the Belvidere and Franklin Township School Districts to share a Preschool Instructional Coach for the 2026-27 school year, as recommended by the Superintendent. **(Attachment #11)**

RCV:

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

27. Motion by _____, seconded by _____, to approve Diane Mandry, as Interim Principal of Brass Castle School, starting on or about November 1, 2026, at a rate of \$500.00 per diem, as recommended by the Superintendent. **(Attachment #12)**

RCV:

	Amie Beyrent	Jasmine Francisco	Edward Kemp	Jennifer Knittel	Nicholas Riess	Robert Yench	Karen Graf
Yes							
No							
Abstain							

J. ADJOURNMENT

28. Motion by _____, seconded by _____, to adjourn.

MV: _____

Time: _____