WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, November 9, 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 **Yencha**	Karen **Graf**
Present							

3. Flag Salute

4. Motion by _____, seconded by _____, to approve the minutes of October 5, 2026, as presented. **(Attachment #1)**
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 and Cafeteria Reports, 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 **Yencha**	Karen **Graf**
Yes							
No							
Abstain							

7. Motion by _____, seconded by _____, to approve the Bills List for October 2026. **(Attachment #4)**
MV:

8. Motion by _____, seconded by _____, to approve the Board Secretary's and Cash Reports for the month ending September 30, 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 **Yencha**	Karen **Graf**
Yes							
No							
Abstain							

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

- *District Assessment Presentation – Keith T. Neuhs*

9. Motion by _____, seconded by _____, to rescind the following motion from the September 14, 2026 Board of Education Meeting, as recommended by the Superintendent.
RCV:

26. Motion by Nicholas Riess, seconded by Jasmine Francisco, 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 not to exceed $29,509, as recommended by the Superintendent. ***(Attachment #11)***
RCV: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

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

10. Motion by _____, seconded by _____, to approve an interlocal agreement with Belvidere and Franklin Township School Districts to share a Preschool Instructional Coach for the 2026-27 school year, as recommended by the Superintendent. **(Attachment #7)**
RCV:

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

11. Motion by _____, seconded by _____, to approve the contract for Kirsten Martinez, to be the Preschool Instructional Coach for the 2026-27 school year, at a salary of $71,421, to be shared with Belvidere (30%) and Franklin Township (40%) School Districts, as recommended by the Superintendent.
RCV:

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

12. Motion by _____, seconded by _____, to rescind the following motion from the October 5, 2026 Board of Education Meeting, as recommended by the Superintendent.
RCV:

> *20. Motion by Edward Kemp, seconded by Amie Beyrent, to adopt the following Resolution to request the Sharing of PILOT Revenue from the Washington Township Municipal Government to the Washington Township Board of Education, as recommended by the Superintendent.*
> ***(Attachment #12) ~as ammended ~***
> ***RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.***

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

13. Motion by _____, seconded by _____, to approve the resolution requesting PILOT funding as per *Appendix A and Appendix B*, as recommended by the Superintendent. **(Attachment #8)**
RCV:

	Amie **Beyrent**	Jasmine **Francisco**	Edward **Kemp**	Jennifer **Knittel**	Nicholas **Riess**	Robert **Yencha**	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
Nicole Smith	Strategies to Integrate Your SLP Interventions into Classrooms (Online)	295.00	Dec. 3, 2026	-	-	-	-	-

	Amie **Beyrent**	Jasmine **Francisco**	Edward **Kemp**	Jennifer **Knittel**	Nicholas **Riess**	Robert **Yencha**	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
3rd	Turtle Back Zoo

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

16. Motion by _____, seconded by _____, to approve the following field trips for the *2027-2028* school year, as recommended by the Superintendent.
RCV:

Grade	Destination
6th	YMCA Camp Bernie

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

17. 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
Erin Smith	Paraprofessional	$22.00, Step E
Gregory Slivka	Substitute	Daily Rate
Joseph Wilhelm	Substitute	Daily Rate

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

18. Motion by _____, seconded by _____, to accept, with regret, the resignation of Michele Conaboy, Part-time Transportation Secretary, with an effective date on or about November 13, 2026, as recommended by the Superintendent.
RCV:

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

19. Motion by _____, seconded by _____, to accept, with regret, the resignation of Kaleigh Soles, Preschool Teacher, with an effective date on or about December 31, 2026, as recommended by the Superintendent.

RCV:

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

20. Motion by _____, seconded by _____, to approve the submittal of the 2026-2027 Preschool Education Aid Transfer Form to be submitted to County Superintendent of Schools, as recommended by the Superintendent. (Transfer for change in PEA staff ($9,787). **(Attachment #9)**

RCV:

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

21. Motion by _____, seconded by _____, to appoint Jennifer Hikade as Treasurer for the 2026-2027 school year, as recommended by the Superintendent.

RCV:

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

E. PRINCIPALS' REPORT (Attachment #10)

F. CORRESPONDENCE: (Attachment #11)

- Email from Michele Conaboy
- Letter from Kaleigh Soles

G. COMMITTEE REPORTS:

Education:

Facilities:

***Note*:** *Bus evacuation drills were held at Brass Castle and Port Colden Schools on October 14, 2026.*

Finance & Policy:

Personnel:

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. PUBLIC HEARING

As per Public Law 6A:16-2.1 each school district shall, in consultation with their school physician, create a District Nursing Services Plan. The plan shall be adopted annually during a public hearing conducted at a regular board of education meeting.

- District Nursing Services Plan

22. Motion by _____, seconded by _____, to approve the 2026-27 District Nursing Services Plan, as recommended by the Superintendent. **(Attachment #12)**
RCV:

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

J. DISTRICT & BOARD GOALS — UPDATES

DISTRICT GOALS — 2026-27 SCHOOL YEAR
District Goal 1 — Reading Achievement Each grade level (1st–6th) will increase its percentage of students proficient on the end-of-year i-Ready Reading diagnostic by at least 10 percentage points compared to that same cohort's proficiency rate at the end of the prior grade.
Progress Update: ☐ *Board of Education approved District Goals – September 2026* ☐ *Staff In-service training for Magnetic Literacy – August 2026* ☐ *Students completed iReady Inform – Reading Benchmark – September 2026* ☐ *District Assessment Presentation – November 2026*
District Goal 2 — Mathematics Achievement Each grade level (1st–6th) will increase its percentage of students proficient on the end-of-year i-Ready Math diagnostic by at least 10 percentage points compared to that same cohort's proficiency rate at the end of the prior grade.
Progress Update: ☐ *Board of Education approved District Goals – September 2026* ☐ *Students completed iReady Inform – Mathematics Benchmark – September 2026* ☐ *District Assessment Presentation – November 2026*

District Goal 3 — School Safety & Security

Maintain and strengthen safe, secure, and well-prepared learning environments across both elementary schools through regular safety drills, updated protocols, and continued collaboration with local law enforcement and emergency responders.

Progress Update:

- *Board of Education approved District Goals – September 2026*
- *School emergency planning meeting with WTPD – July 2026*
- *District implemented PickUp Patrol across schools to modernize dismissal procedures, strengthening secure student tracking and operational safety – August / September 2026*
- *School Safety Planning Training – Superintendent – September 2026*
- *Monthly School Security Drills Completed – September 2026*

BOARD GOALS - 2026-2027 SCHOOL YEAR

Board Goal 1 — Advocacy for Fair Funding

Advocate assertively for fair and adequate state funding by engaging with state legislators, the Warren County School Boards Association, and the NJ School Boards Association, and by documenting the district's funding position for use in those conversations.

Advocate for funding at the local level

Progress Update:

- *Board Goals – Approved September 2026*
- *Board of Education – Discussion of school funding and advocacy, discussion of communications to local / state politicians – September 2026*
- *Meeting with Town Council – October 2026*

Advocate for funding at the State level

Progress Update:

- *Board Goals – Approved September 2026*
- *Board of Education – Discussion of school funding and advocacy, discussion of communications to local / state politicians – September 2026*

Board Goal 2 — Facilities & Capital Planning

Review and prioritize facility needs across Brass Castle and Port Colden Schools, complete a long-range capital plan, and make decisions on capital projects and equipment purchases within the constraints of the approved budget.

Advocate to be kept informed by the Township Committee and Land Use Board

Progress Update:

- *Board Goals – Approved September 2026*
- *Board of Education – Discussion Land Use Board meetings and upcoming Township Committee meetings.*

Facilities and Capital Planning

Progress Update:

- *Board Goals – Approved September 2026*
- *Discussion and approval of generator warranty*

K. EXECUTIVE SESSION - if required as indicated in items **___b,i__** below:

23. 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:** _____

24. Motion by _____, seconded by _____, to affirm the Administration's decision in HIB case #BC092826, as recommended by the Superintendent.
RCV:

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

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

MV: _____ **Time:** _____

L. ADJOURNMENT

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

MV: _____ **Time:** _____