WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, October 5, 2026 | 7:05 p.m.

Minutes of October 5, 2026

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.

Members in attendance: Amie Beyrent, Jasmine Francisco, Edward Kemp, Vice President, Jennifer Knittel and Karen Graf, President. In addition, Keith Neuhs, Superintendent and Eva Preuett, Business Administrator.

Members absent: Nicholas Riess and Robert Yencha.

Flag Salute

4. Motion by Edward Kemp, seconded by Amie Beyrent, to approve the minutes and executive session minutes of September 14, 2026, as presented. **(Attachment #1 & 1a)**
MV: all voting yes, Kemp abstained, motion carried.

B. PUBLIC HEARING:

- *School Climate Committee Self-Assessment Presentation – Keith Neuhs*
  (Attachment #2)

5. Motion by Amie Beyrent, seconded by Jasmine Francisco, to approve the School Climate Self-Assessment and submission, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

C. PUBLIC QUESTIONS AND DISCUSSION: (Agenda items) ***NONE***

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

D. SECRETARY'S REPORT:

6. Motion by Jasmine Francisco, seconded by Edward Kemp, to approve the Student Activity and Cafeteria Reports, as presented. **(Attachment #3)**
MV: all voting yes, motion carried.

7. Motion by Amie Beyrent, seconded by Jasmine Francisco, to approve the attached transfers, as recommended by the Superintendent. **(Attachment #4)**
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

8. Motion by Edward Kemp, seconded by Jennifer Knittel, to approve the Bills List for September 2026. **(Attachment #5)**
MV: all voting yes, motion carried.

9. Motion by Amie Beyrent, seconded by Jasmine Francisco, to approve the Board Secretary's and Cash Reports for the month ending August 31, 2026, as presented. **(Attachment #6)**
RCV: Beyrent, Francisco, Kemp, Knittel 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.

E. SUPERINTENDENT'S REPORT: (Attachment #7)

10. Motion by Edward Kemp, seconded by Amie Beyrent, to approve the following Brass Castle Volunteers to be Delegates for the 2026-27 school year, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Staff Member	EpiPen	Valtoco
Jessica Catania	X	
Chris Dimitriou	X	X
Joan Pare	X	
Stacie Paruta	X	X
Keith Neuhs	X	X
Tom Schepis	X	
Steve Scism	X	
Renee Seiz	X	
Summer Sozanski	X	
Stephanie Tohme	X	
Shannon Wilhelm	X	

11. Motion by Jasmine Francisco, seconded by Amie Beyrent, to approve the following staff members on the Code Blue Team at Port Colden School for the 2026-27 school year, as per the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Staff Member
Jessica McDonagh, BC Principal – CPR Certified
Sandra Dantzler, School Nurse - CPR Certified
Sarah Bettenhausen – CPR Certified
Sabrina Emmolo – CPR Certified
Caryn Kaluzny – CPR Certified
Heather Kerner – CPR Certified
Amybeth Kupcha – CPR Certified
Holly Lynch – CPR Certified
Barbara Pierson – CPR Certified
Nicole Smith – CPR Certified

12. Motion by Amie Beyrent, seconded by Jasmine Francisco, to approve the following Port Colden Volunteers to be Delegates for the 2026-27 school year, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Staff Member	EpiPen	Valtoco
Ines Kenfack Donfack	X	
Amybeth Kupcha	X	
Jessica McDonagh	X	
Katelyn Moscaritolo	X	
Keith Neuhs	X	X
Barbara Pierson	X	
Nicole Smith	X	
Courtney Ward	X	

13. Motion by Edward Kemp, seconded by Amie Beyrent, to approve the following clubs at Brass Castle School for the 2026-2027 school year, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Club	Sponsor	Grade	# of Students	Season	Sessions
Walking Club	Laykin	5,6	30	Fall	8

14. Motion by Jasmine Francisco , seconded by Amie Beyrent, to approve the following field trips for the 2026-2027 school year, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Grade	Destination
5	Meadow Breeze Park
MD	Von Thun Farm

15. Motion by Jennifer Knittel, seconded by Edward Kemp, to approve the WTSD Mentor Plan and Professional Development Plan, Statement of Assurance (SOA), as recommended by the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

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 $12,110 to cover the costs associated with the district and school Professional Development Plans which includes ESEA Title IIA funds, in the amount of $9,610. Funding will be allocated for consultants, workshop registrations, supplies and substitute teachers.

16. Motion by Jasmine Francisco, seconded by Amie Beyrent, to approve the annual Health and Safety Evaluation of School Buildings Checklist Statement of Assurance for school year 2026-27, as recommended by the Superintendent. **(Attachment #8)**
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

17. Motion by Edward Kemp, seconded by Jasmine Francisco, to approve the submission of the Comprehensive Maintenance Plan (CMP) for 2024-2025, 2025-2026, 2026-2027, as per 6A:26A-3.1 to the Executive County Superintendent, as recommended by the Superintendent.
(Attachment #9)
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

18. Motion by Jasmine Francisco, seconded by Amie Beyrent, 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 #10)**
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

19. Motion by Amie Beyrent, seconded by Jasmine Francisco, to authorize the submission of the 2027-2028 Preschool Enrollment Projection and Operational Plan, as recommended by the Superintendent. **(Attachment #11).**
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

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 amended~

RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Washington Township Board of Education
Resolution for Sharing of PILOT Revenue – November 2026

Whereas, the Washington Township municipal government and the Washington Township Board of Education enjoy a long, collaborative relationship from which families, taxpayers, and all residents of the town benefit,

And both bodies are equally committed to serving the best interests of the taxpayers,

and

Whereas, responsibility for residential and commercial development in town rests with the Planning Board, Mayor, and Township Committee,

And in the course of attracting desirable investment and development to the town, the municipality may enter into agreements with developers to accept payments in lieu of taxes (PILOT)

And such agreements may be beneficial to all affected parties, and are acceptable and governed by state statute, and

Whereas, these statutes allow payments to go directly to the town (95%) and county (5%) such that these developed properties no longer contribute to what would be a tax revenue stream earmarked for the school districts (local and regional),

Whereas, the value of the PILOT developments and the income of the residents increased the township's Local Fair Share according to the current state aid formula, thereby significantly decreasing the state aid the district receives.

And this is an unintended and undesirable consequence and unrelated to the benefits achieved through PILOT agreements.

Therefore, it is desirable, and beneficial to Washington Township taxpayers, that the school districts share in the revenue received by PILOT agreements, and

Therefore, the Washington Township Board of Education is requesting that

a. Twenty-eight percent (28%) of PILOT revenue received by the township of Washington – which is equal to the district's share of all property taxes collected by the township – be shared with the Washington Township Board of Education, to the benefit of our taxpayers,

or

b. The township pays the Washington Township school district the full cost (less per-pupil state aid) for students being sent from PILOT residences. This amount shall include special education costs that are not reimbursed by the state,

and

That revenue from future PILOT agreements be likewise shared in a manner consistent with normal property tax apportionment or per pupil costs,

and

that the Washington Township Board of Education be recognized as a stakeholder in matters of new development and so be included in related future conversations.

21. Motion by Jasmine Francisco, seconded by Amie Beyrent, to approve the following staff members on the Code Blue Team at Brass Castle School for the 2026-27 school year, as per the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Staff Member
Susan Wardell, BC Principal
Jacqueline Henderson, School Nurse - CPR Trained
Christine Drevitch – CPR Trained
Christopher Dimitriou – CPR Trained
Stacie Paruta – CPR Certified
Steve Scism – CPR Certified
Stephanie Tohme – CPR Certified
Shannon Wilhelm – CPR Trained

22. Motion by Jasmine Francisco, seconded by Amie Beyrent, to approve the following personnel for the 2026-27 school year, pending completion of employment requirements, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Employee	Position	Salary/Rate/Per Diem
Sawyer Fox	PT Custodian	$18.25 hr.

23. Motion by Amie Beyrent, seconded by Jasmine Francisco, to approve the Professional Development Program, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Staff Member	Type of Travel/Workshop	Registration Fee	Dates	Mileage RT	Parking	Tolls	Lodging	Meals
Eva Preuett	SAIF Meetings	$0	September 18, December 11, February 19, May 14	-	-	-	-	-
Eva Preuett	Hunterdon Warren ASBO Meetings	BA: $250 Associate: $160	September 23, October 28, November 18, December 16, January 27, February 24, March 24, April 28, May 19, June 9	-	-	-	-	-
Zaida Amon	Puresan Seminar & Expo	$0	October 23, 2026	103.2	-	-	-	-

F. PRINCIPALS' REPORT (Attachment #13)

G. CORRESPONDENCE: *NONE*

H. COMMITTEE REPORTS:

Education:

Facilities:

24. Motion by Amie Beyrent, seconded by Jasmine Francisco, to renew the Snow Removal Services with ACF Greenscapes, Inc. for Brass Castle School, Port Colden School and Old Schoolhouse driveways and parking facilities for the 2026-2027 school year, for the Alternate Bid (per snowfall and salting), as recommended by the Superintendent.
RCV: Beyrent, Francisco, Kemp, Knittel and Graf all voting yes, motion carried.

Finance & Policy:

Personnel:

I. 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.)

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: ➓ *Board of Education approved District Goals – September 2026* ➓ *Staff In-service training for Magnetic Literacy – August 2026* ➓ *Students completed iReady Inform – Reading Benchmark – September 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: ➓ *Board of Education approved District Goals – September 2026*

- ❿ *Students completed iReady Inform – Mathematics Benchmark – September 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:

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

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

Advocate for funding at the State level

Progress Update:

- ❿ *Board Goals – Approved September 2026*
- ❿ *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:

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

Facilities and Capital Planning

Progress Update:

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

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

25. 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:** _____

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

MV: _____ **Time:** _____

L. ADJOURNMENT

27. Motion by Edward Kemp, seconded by Jasmine Francisco, to adjourn.

MV: unanimous, motion carried **Time:** 8:08pm

Respectfully Submitted,

Eva Preuett, Business Administrator/Board Secretary