WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, September 14, 2026 7:03 p.m.

Minutes of September 14, 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, Jennifer Knittel, Nicholas Riess and Karen Graf, President. In addition, Keith Neuhs, Superintendent, Eva Preuett, Business Administrator, Jessica McDonagh, Principal and Susan Wardell, Principal.

Members absent: Edward Kemp, Vice President and Robert Yencha.

Flag Salute

4. Motion by Jasmine Francisco, seconded by Jennifer Knittel, to approve the minutes and executive session minutes of August 10, 2026, as presented. **(Attachment #1 & 1a)**
MV: all voting yes, Riess abstained, motion carried.

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 Nicholas Riess, seconded by Amie Beyrent, to approve the Student Activity Report, as presented. **(Attachment #2)**
MV: all voting yes, motion carried.

6. Motion by Amie Beyrent, seconded by Nicholas Riess, to approve the attached transfers, as recommended by the Superintendent. **(Attachment #3)**
RCV: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

7. Motion by Jasmine Francisco, seconded by Nicholas Riess, to approve the Bills List for August 2026. **(Attachment #4)**
MV: all voting yes, motion carried.

8. Motion by Jennifer Knittel, seconded by Jasmine Francisco, to approve the Board Secretary's and Cash Reports for the month ending July 31, 2026, as presented. **(Attachment #5)**
RCV: Beyrent, Francisco, Knittel, Riess 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.

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

9. Motion by Jasmine Francisco, seconded by Amie Beyrent, to approve the following District and Board of Education goals for the 2026-27 school year. **(Attachment #7)**
RCV: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

10. Motion by Amie Beyrent, seconded by Nicholas Riess, to approve the following teachers as *formal* mentors for the 2026-27 school year, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

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

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

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

12. Motion by Jasmine Francisco, seconded by Nicholas Riess, 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: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

13. Motion by Jennifer Knittel, seconded by Nicholas Riess, 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: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

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

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	-	-	-	-	-

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

Grade	Destination
K	Von Thun Farms

16. Motion by Jennifer Knittel, seconded by Amie Beyrent, 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: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

17. Motion by Jasmine Francisco, seconded by Nicholas Riess, 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: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

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

18. Motion by Nicholas Riess, seconded by Amie Beyrent, 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: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

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		

19. Motion by Jasmine Francisco, seconded by Nicholas Riess, to approve the following clubs at *Brass Castle School* for the 2026-2027 school year, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

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

E. PRINCIPALS' REPORT (Attachment #8)

F. CORRESPONDENCE: (Attachment #9)

- Letter from Susan Wardell

G. COMMITTEE REPORTS:

Education:

Facilities:

Finance & Policy:

20. Motion by Jasmine Francisco, seconded by Jennifer Knittel, to approve the second reading and adoption of Policy 2422 Statutory Curricular Requirements, as recommended by the Superintendent.
(Attachment #10)
RCV: Beyrent, Francisco, Knittel, and Graf all voting yes, Riess voting no, motion carried.

Policy Alert 235

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

21. Motion by Amie Beyrent, seconded by Nicholas Riess, to approve Players Health, to provide voluntary Student Accident Insurance for the 2026-2027 school year as follows, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

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

22. Motion by Jasmine Francisco, seconded by Nicholas Riess to adopt the following Resolution to Withdraw Maintenance Reserve, as follows, as recommended by the Superintendent.
RCV: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

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.

23. Motion by Nicholas Riess, seconded by Amie Beyrent, 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: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

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

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.)

- Staff Member asked about Agenda attachments

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

24. Motion by Jasmine Francisco, seconded by Nicholas Riess, 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: unanimous, motion carried. Time: 7:56pm

25. Motion by Jasmine Francisco, seconded by Nicholas Riess, to return to open session.

MV: unanimous, motion carried. Time: 8:18pm

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. ***~Motion amended~***

27. Motion by Amie Beyrent, seconded by Jasmine Francisco, 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: Beyrent, Francisco, Knittel, Riess and Graf all voting yes, motion carried.

J. ADJOURNMENT

28. Motion by Nicholas Riess, seconded by Jasmine Francisco, to adjourn.

MV: unanimous, motion carried. Time: 8:44pm

Respectfully Submitted,

Eva Preuett, Business Administrator/Board Secretary