

WASHINGTON TOWNSHIP BOARD OF EDUCATION

REGULAR MEETING

Monday, March 14, 2016

7:30 p.m.

POLICY COMMITTEE MEETING – 7:00 p.m.

Minutes of March 14, 2016

Call to order by President.

Time: 7:35 p.m.

The meeting was called to order by Karen Graf read the following statement: The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance 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 15, 2016, to The Express Times, The Star Gazette and to the Clerk of Washington Township.

Flag Salute

Members present were: Karen Graf, President, Anita Smith, Vice President, Joseph Armstead, Jude Mohan, Kimberley Morris, Lauren Schlaffer and John Trush. In addition Keith T. Neuhs, Superintendent, Jean Flynn, Board Secretary, and Jessica Garcia, Principal and Michael Neu, Principal was also present.

Members absent: none

Motion by Anita Smith, seconded by Joseph Armstead, to approve the minutes of February 8, 2016 as amended. MV: all voting yes, Mohan and Schlaffer abstained, motion carried.

Motion by Joseph Armstead, seconded by Kimberley Morris, to approve the executive session minutes February 8, 2016 as presented. MV: all voting yes, Mohan and Schlaffer abstained, motion carried.

B. PUBLIC QUESTIONS & DISCUSSIONS (Agenda Items) - NONE

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

C. PRESENTATION - Technology Curriculum – Kim Sigman

D. SECRETARY'S REPORT

Motion by John Trush, seconded by Anita Smith, to approve the Student Activity, Petty Cash, and Cafeteria Account Reports for the month ending February 29, 2016, as presented. MV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to approve line item transfers, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer all voting yes, Trush voting no, motion carried.

Motion by Jude Armstead, seconded by Jude Mohan, to approve the Bills List for March 2016. RCV: Graf, Smith, Armstead, Mohan, Schlaffer and Trush, all voting yes, Morris abstained, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to approve the Board Secretary and Treasurer's Reports for the month ending February 29, 2016, as presented. RCV: Graf, Smith, Armstead, Mohan, Schlaffer and Morris all voting yes, Trush abstained, 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 the Treasurer; 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 overexpended 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

Motion by Lauren Schlaffer, seconded by Jude Mohan, , to accept, with regret, the resignation for retirement, of Lynn Hardcastle, Social Worker, effective June 30, 2016, as recommended by the Superintendent: RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Joseph Armstead, seconded by Kimberley Morris, to accept, with regret, the resignation of Maryann Briede, Transportation Office Assistant, effective February 11, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to appoint Carmella Melina Ramos, as Transportation Office Assistant, at the rate of \$14.00 per hour, 5 hours per day (not to exceed 30 hours per week), upon completion of employment requirements, effective, April 4, 2016 through June 30, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to approve a medical leave of absence for Nicole Smith, Speech Specialist, effective March 7, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to approve Children's Therapy Services, Inc. to provide speech therapy services at \$85.00 per hour effective March 14, 2016 through June 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, approve the following Education and Personnel appointment/re-appointment for the 2016-2017 school year, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

- Affirmative Action Officer - Jessica Garcia

Motion by Anita Smith, seconded by Joseph Armstead, to approve the out-of-district In Service Experiences, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to approve the 2016-2017 Washington Township school district calendar, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to approve the application for the Child Assault Prevention (CAP) Grant for 2016-2017 in the amount of \$1,078 (with an anticipated WTSD share of program is \$323.40, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to accept the following bids, for the HVAC Renovations, for the Brass Castle School, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris and Schlaffer, all voting yes, Trush voting no, motion carried.

	ECHELON	ENVIROCON	FRAMEN	BILL LEARY
Base Bid	\$438,434	\$359,305	\$383,000	\$283,000

Alt. #1	\$98,000	\$108,194	\$180,000	\$95,000
Alt. #2	\$94,000	\$110,674	\$166,000	\$127,000
Alt. #3	\$95,000	\$95,863	\$145,000	\$115,000
Alt. #4	\$52,000	\$56,963	\$120,000	\$55,000
	DIRECT DIGITAL CONTROL SYSTEMS	DUMONT	IRON MOUNTAIN	AMCO
Base Bid	\$383,000	\$299,860	\$281,855	\$411,800
Alt. #1	\$107,000	\$102,990	\$65,955	\$136,800
Alt. #2	\$129,000	\$130,970	\$96,595	\$131,800
Alt. #3	\$137,000	\$126,840	\$80,775	\$114,800
Alt. #4	\$63,000	\$64,000	\$35,825	\$73,800
	EACM	HOBBIE	TEO TECHNOLOGIES	
Base Bid	\$397,408	\$299,233	\$384,500	
Alt. #1	\$131,188	\$85,055	\$111,700	
Alt. #2	\$144,370	\$111,655	\$111,400	
Alt. #3	\$125,724	\$91,541	\$91,200	
Alt. #4	\$75,814	\$39,966	\$58,800	

Motion by Jude Mohan, seconded by Anita Smith, to award contract for Base Bid Alt #1 and Alt. #2, to Iron Mountain, Inc., for HVAC Renovations, for the Brass Castle School in the amount of \$444,405, as recommended by the Superintendent, RCV: Graf, Smith, Armstead, Mohan, Morris and Schlaffer, all voting yes, Trush voting no, motion carried.

Motion by Jude Mohan, seconded by Anita Smith, to approve the Comprehensive Equity Plan for school years 2016-2017 through 2018-2019, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, that the Washington Township Board of Education hereby establishes the school district travel maximum, pursuant to N.J.A.C. 6A:23A-7.3 for the 2016-2017 school year at the sum of \$45,000 and the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Anita Smith, seconded by Joseph Armstead, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Q-1st Grade – Sandy Hook, NJ

Panorama Tours (49 passenger)	2 @ \$1,195.00	Total \$2,390.00
Easton Coach. Co. (55 passenger)	sold out	
Starr Tours (56 passenger)	sold out	

Motion by Anita Smith, seconded by Joseph Armstead, to award the contract for the 1st Gr. Sandy Hook, NJ, class trip, as follows, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Panorama Tours Inc. (49 passenger)	2 @ \$1,195.00	Total \$2,390.00
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Motion by Anita Smith, seconded by Joseph Armstead, to accept the quotes for the following class trip, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Q-4th Grade - Statute of Liberty, Liberty State Park, Jersey City, NJ

Panorama Tour (55 passenger)	2 @ \$ 985.00	Total \$1,970.00
Easton Coach Company (55 passenger)	2 @ \$1,195.00	Total \$2,290.00
Starr Tours	no quote	
Trans Bridge	sold out	

Motion by Anita Smith, seconded by Joseph Armstead, , to award the contract for the 4th Gr. class trip, Liberty State Park, Jersey City, NJ as follows, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Panorama Tours Inc. (55 passenger)	2 @ \$985.00	Total \$1,970.00
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Motion by Jude Mohan, seconded by Anita Smith, to accept, with regret, the resignation of Paula L. Trush, teacher, effective June 30, 2016, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris and Schlaffer, all voting yes, Trush abstained, motion carried.

F. PRINCIPAL’S REPORT

G. TECHNOLOGY REPORT

H. CORRESPONDENCE

- Letter from Lynn Hardcastle
- Letter from Nicole Smith
- Letter from Paula Trush

I. COMMITTEE REPORTS

Finance Committee:

Motion by Jude Mohan, seconded by Kimberley Morris to adopt the proposed 2016-2017 school district budget to be submitted to the Executive County Superintendent of Schools for required review and approval. RCV: Graf, Smith, Armstead, Mohan, Morris, and Schlaffer all voting yes, Trush voting no, motion carried.

The base budget includes the use of \$239,729 of capital reserve funds towards the Brass Castle School’s Univent replacement project totaling \$444,405. The district intends to complete for said purpose in the 2016-2017 school year.

General Fund	\$8,959,806
Special Revenue Fund	\$ 280,430
Total Base Budget	\$9,240,236

General Fund Tax Levy	\$5,960,118
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J. 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.)

Linda Riess, Kimberly Healey, Catherine Phifield and Anna Meyko had comments and questions regarding serving

snacks during class parties. Kimberly Healey asked if the 504 plan will be reviewed for next school year.

K. EXECUTIVE SESSION - if required as indicated in items a, b, & g, h below.

Motion by Jude Mohan, seconded by Anita Smith, 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
Pending or anticipated litigation
- g. Attorney-client privilege
- h. 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 due to the nature of Matters rendered confidential by Federal Law, State Law, or Court Rule, Individual privacy, Attorney client privilege and Personnel – employment matters affecting a specific prospective or current employee. 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. Anticipated action on HIB incident.

MV: unanimous, motion carried Time: 9:31 p.m.

Motion by Jude Mohan, seconded by Lauren Schlaffer, to return to open session.

MV: unanimous, motion carried Time: 10:09 p.m.

Motion by Anita Smith, seconded by Joseph Armstead, to accept HIB Incident BC022916, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

Motion by Jude Mohan, seconded by Kimberley Morris, to approve a paid long term medical leave, funded by employee sick bank, for Nicole Smith, effective March 8, 2016 through the end of the school year, as recommended by the Superintendent. RCV: Graf, Smith, Armstead, Mohan, Morris, Schlaffer and Trush all voting yes, motion carried.

L. ADJOURNMENT

Motion by Jude Mohan, seconded by Kimberley Morris, to adjourn.

MV: unanimous, motion carried Time: 10:11 p.m.

Respectfully submitted,

Jean Flynn, Business Administrator/Board Secretary