

Washington Borough Board of Education
June 12, 2017

The Washington Borough Board of Education convened in regular session at 7:30 P.M. on Monday, June 12, 2017 at the Memorial School. The meeting was called to order by the President; Mr. Reyes in compliance with Chapter 231, laws of 1975, the notice of this meeting was advertised in the Express Times and the Star Ledger. Copies of the agenda of this meeting were appropriately posted and made available for the public, said notice posted in the Washington Borough Municipal Building. The meeting was held for the purpose of transacting appropriate Board business.

The following members were present:

- Mr. Reyes
- Mrs. Andreula
- Mrs. Vitalos
- Mr. Howley
- Mrs. Eller
- Mrs. Wydner
- Mr. Hartl

The following members were absent:

- Mrs. Moore
- Mrs. Dufner

Also Present:

- Lance S. Rozsa, Superintendent
- Jackie Nassry
- Earl Jenkins
- Tim Mantz
- Florence Dolobach

Public Present: Mrs. Kaspereen & Parent

FLAG SALUTE –Mr. Reyes (Start 7:31 P.M.)

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APPROVAL OF MINUTES – Regular Meeting – May 8, 2017

Motion introduced by Mrs. Eller and seconded by Mr. Howley granting approval of the Regular Minutes on May 8, 2017.

Motion carried by voice vote all voting affirmative, with Mrs. Wydner abstaining.

APPROVAL OF MINUTES – Executive Meeting – May 8, 2017

Motion introduced by Mr. Hartl and seconded by Mrs. Eller granting approval of the Executive Minutes on May 8, 2017.

Motion carried by voice vote all voting affirmative, with Mrs. Wydner abstaining.

CORRESPONDENCE

PUBLIC PARTICIPATION – Mrs. Kaspereen told the board NJEA Pride events are now complete/Volunteer Dinner and Optical was a success.

A. BUILDING LEVEL – (Memorial, Taylor)

- Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to accept the 9/1/16 through 6/12/17 Harassment-Intimidation-Bullying Incident/Report as provided by the Superintendent of Schools.

Motion carried by unanimous roll call vote.

B. CURRICULUM / TECHNOLOGY

1. Motion made by Mrs. Reyes and seconded by Mrs. Wydner to approve our Bilingual / English as a Second Language Three-Year Program for School Years 2017-2020.

Motion carried by unanimous roll call vote.

2. Comment on successful Gr. 6 M.A.S.T., Science and Mathematics Fairs.

C. CO-CURRICULAR / ACTIVITIES

1. Updates as needed regarding our ongoing 2016-2017 Co-Curricular Activities and Clubs (enrollment/special functions/After Care) (Mr. Rozsa)
2. Comment: Borough Grade 3 Battle of the Books Team wins 1st Place over 21 teams from the entire county!

D. FINANCE / BUDGET

- 1a. Motion made by Mrs. Eller and seconded by Mrs. Vitlaos to approve, on the recommendation of the Superintendent of Schools, the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of May, 2017, and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of May 31, 2017, after review of the secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge, no major account has been over expended in violation of NJAC 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Motion carried by unanimous roll call vote.

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- 1b.** Discussion, as needed followed by a motion made by Mrs. Eller and seconded by Mrs. Vitalos of consent per items: food service and regular account bills; health office updates; compliance with N.J.A.C. 6:20-F.213; budgetary transfers; N.C.L.B. Regular and N.C.L.B. General Assurances; and any and all debt service transactions.
Motion carried by unanimous roll call vote.

- 2.** Retroactive motion made by Mr. Hartl and seconded by Mrs. Eller to 5/23/17 to submit 2017 Title IIA amendment to reflect a transfer of \$4329 from non-instructional supplies (200-600) to salary to reduce class size (100-100).
Motion carried by unanimous roll call vote.

- 3.** Motion made by Mr. Reyes and seconded by Mrs. Wydner to approve the NJ DOE General (Statement of Assurances) for both the N.C.L.B. and I.D.E.A. Entitlement Grants
Motion carried by unanimous roll call vote.

- 4.** Motion made by Mrs. Vitalos and seconded by Mr. Hartl to approve Security Benefit Life as a 403 (b) provider for the Washington Borough Public School District.
Motion carried by unanimous roll call vote.

E. LEGAL / LEGISLATIVE ISSUES

Part 1

- **Motion made by Mrs. Wydner and seconded by Mrs. Vitalos of consent for items 1 – 12**
- 1.** Motion to approve for a 2nd and final Reading, Bylaw 0000.01, Introduction (Revised) **Mandated**
 - 2.** Motion to approve for a 2nd and final Reading, Bylaw 0000.02 Introduction (Revised) **Mandated**
 - 3.** Motion to approve for a 2nd and final Reading Policy 2415.06 Program, Unsafe School Choice Option (Revised) **Mandated**
 - 4.** Motion to approve for a 2nd and final Reading, Policy 2460, Program, Special Education (Revised) **Recommended**
 - 5.** Motion to approve for a 2nd and final ^t Reading, Policy 2467, Program – Surrogate Parents and Foster Parents (Revised) **Mandated**
 - 6.** Motion to approve for a 2nd and final ^t Reading, Policy 2464, Program – Gifted and Talented (Revised) **Mandated**
 - 7.** Motion to approve for a 2nd and final Reading, Policy 2622, Program – Student Assessment (Revised) **Mandated**
 - 8.** Motion to approve for a 2nd and final Reading, Policy 3160, Teaching Staff Members, Physical Examination (Revised) **Recommended**
 - 9.** Motion to approve for a 2nd and final Reading, Policy 4160 – Support Staff Members, Physical Examination (Revised) **Mandated**
 - 10.** Motion to approve for a 2nd and final Reading, Policy 5116 – Students, Education of Homeless Children (Revised) **Recommended**

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- 11** Motion to approve for a 2nd and final Reading, Policy 7446 – Property, School Security Program (New) **Recommended**
- 12.** Motion to approve for a 2nd and final Reading, Policy 8350 – Operations, Records Retention (New) **Recommended**
Motion carried by unanimous roll call vote.
- 13.** Motion made by Mrs. Andreula and seconded by Mrs. Eller to approve submission of the School Safety Grant application in the amount of \$3900 to the New Jersey Safety Insurance Program.
Motion carried by unanimous roll call vote.

Part 2

• Motion made by Mrs. Eller and seconded by Wydner of consent for items 1a – 14

- 1a.** Motion to approve for a 1st Reading, Policy 1240, Administration – Evaluation of Superintendent (Revised) **Mandated**
- 1b.** Motion to approve for a 1st Reading and only Reading, Regulation 1240, Administration – Evaluation of Superintendent (Revised) **Mandated**
- 2.** Motion to approve for a 1st Reading, Policy 1511, Administration – Board of Education Website Accessibility (New) **Suggested**
- 3a.** Motion to approve for a 1st Reading, Policy 3126, Teaching Staff Members – District Mentoring Program (Revised) **Recommended**
- 3b.** Motion to approve for a 1st and only Reading, Regulation 3126, Teaching Staff Members – District Mentoring Program (Revised) **Recommended**
- 4a.** Motion to approve for a 1st Reading, Policy 3221, Teaching Staff Members – Evaluation of Teachers (Revised) **Mandated**
- 4b** Motion to approve for a 1st and only Reading, Regulation 3221, Teaching Staff Members – Evaluation of Teachers (Revised) **Mandated**
- 5a.** Motion to approve for a 1st Reading, Policy 3222, Teaching Staff Members – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (Revised) **Mandated**
- 5b.** Motion to approve for a 1st and only Reading, Regulation 3222, Teaching Staff Members – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (Revised) **Mandated**
- 6a.** Motion to approve for a 1st Reading, Policy 3223, Teaching Staff Members – Evaluation of Administrators, Excluding Principals, Vice Principals and Ass't Principals (Revised) **Mandated**
- 6b.** Motion to approve for a 1st and only Reading, Regulation 3223, Teaching Staff Members – Evaluation of Administrators, Excluding Principals, Vice Principals and Ass't Principals (Revised) **Mandated**
- 7a.** Motion to approve for a 1st Reading, Policy 3224, Teaching Staff Members – Evaluation of Principals, Vice Principals and Assistant Principals (Revised) **Mandated**
- 7b.** Motion to approve for a 1st and only Reading, Regulation 3224, Teaching Staff Members – Evaluation of Principals, Vice Principals and Assistant Principals (Revised) **Mandated**

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- 8a.** Motion to approve for a 1st Reading, Policy 3240, Teaching Staff Members – Professional Development for Teachers and School Leaders (Revised) **Mandated**
- 8b.** Motion to approve for a 1st and only Reading, Regulation 3240, Teaching Staff Members – Professional Development for Teachers and School Leaders (Revised) **Mandated**
- 9a.** Motion to approve for a 1st Reading, Policy 5610, Students – Suspension (Revised) **Mandated**
- 9b.** Motion to approve for a 1st and only Reading, Regulation 5610, Students – Suspension (Revised) **Mandated**
- 10.** Motion to approve for a 1st Reading, Policy 5620, Students - Expulsion (Revised) **Recommended**
- 11a.** Motion to approve for a 1st Reading, Policy 7424 – Property - Bed Bugs (New) **Suggested**
- 11b.** Motion to approve for a 1st and only Reading, Regulation 7424 – Property - Bed Bugs (New) **Suggested**
- 12.** Motion to approve for a 1st Reading, Policy 7461 – Property, District Sustainable Policy (New) **Recommended**
- 13.** Motion to approve for a 1st Reading, Policy 8505 – Operations – Local Wellness Policy /Nutrient Standards For Meals and Other Foods (Revised) **Mandated**
- 14.** Motion to approve for a 1st Reading, Policy 8550 – Operations, Unpaid Meal Charges/Outstanding Food Service (Revised) **Mandated**
Motion carried by unanimous roll call vote.

- 15.** Motion made by Mrs. Eller and seconded by Mrs. Vitalos to approve for a 1st Reading, Policy 2340 – Program, Field Trips.
Motion carried by unanimous roll call vote.

F. PERSONNEL

- 1.** Comprehensive motion made by Mr. Hartl and seconded by Mrs. Howley – both retroactive and standard approving the enclosed list of workshops for staff from Tuesday, September 6 through those listed on the attachment that includes staff members’ names, said workshop name with location, dates of workshop, cost of workshop and mileage as applicable.
Motion carried by unanimous roll call vote.

- 2.** Motion made by Mr. Howley and seconded by Mrs. Eller to amend the 2017-2018 contract for Mrs. Jacqueline M. Nassry as Superintendent of Schools to reflect the new salary cap law as per the enclosure that allows for a stipend when serving in a dual capacity – i.e. Superintendent of Schools / Principal.
Motion carried by unanimous roll call vote.

- 3.** Motion made by Mrs. Eller and seconded by Mrs. Vitlaos to amend the 2017-2018 contract for Mrs. Sherry N. Koeppen as Taylor Street School Principal to reflect the new salary cap law as per the enclosure that allows for a stipend when serving in a dual capacity – i.e. Principal / Director of Child Study Team.
Motion carried by unanimous roll call vote.

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4. Motion made by Mrs. Vitalos and seconded by Mrs. Wydner to amend the 2015-2020 contract for Mr. Lance S Rozsa as Superintendent of Schools / Principal an annual salary equal to the Maximum Salary Amount allowed un N.J.A.C. 6A:23A-1.2 and as per the enclosure, as in effect on July 1, 2017; the new annual base salary may include the stipend for serving as Principal.

Motion carried by unanimous roll call vote.

5. Motion made by Mrs. Wydner and seconded by Mrs. Eller to approve the hiring of Mrs. Linda Chamberlain as a part-time (i.e.0.6) Music Teacher with the stipulation that said individual will be offered the first opportunity to serve as a substitute teacher 1-2 days per week at a prorated salary of \$56,190 (MA. Step 4 on the 2017-2018 W.E.A. Salary Guide plus benefits).

Motion carried by unanimous roll call vote.

6. Motion made by Mrs. Andreula and seconded by Mrs. Wydner to approve the enclosed list of Summer School 2017 Professional, Support Staff, and Seasonal Summer Staff.

Motion carried by unanimous roll call vote.

7. Motion made by Mr. Reyes and seconded by Mrs. Eller to approve the Interlocal Services Agreement with the Pohatcong Township Board of Education for contracted School Business Administrator Services for the 2017-2018 school year at a fee of \$65,000.

Motion carried by unanimous roll call vote.

G. PLANT

- Brief comment by Mrs. Dolobach on our move to “GOING GREEN”. On May 30th our custodial staff received training using our new green products. These products are better for the environment, our students and staff.

H. SPECIAL EDUCATION / OTHER INFORMATION

1. Motion made by Mrs. Eller and seconded by Mrs. Vitalos to accept comprehensive (student and) staff attendance data (with all fire drill reports, *if applicable*) for the month of May, 2017.

Motion carried by unanimous roll call vote.

2. Motion made by Mr. Hartl and seconded by Mrs. Andreula to approve the placement of one Grade 6 student at the Banyan School for the 2017-2018 Summer and Academic Year (203 days) at a tuition rate of \$62,316.94 plus transportation.

Motion carried by unanimous roll call vote.

3. Retroactive motion made by Mr. Howley and seconded by Mrs. Eller to 5/31/17 to submit the district’s 2016-2017 Special Education Extraordinary Aid application to the New Jersey Department of Education.

Motion carried by unanimous roll call vote.

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4. Motion made by Mr. Reyes and seconded by Mrs. Wydner to approve a tuition contract for placement of the identified student in the Warren County Special Services School District 2017 Extended-School Program at a rate of \$4,240.

Motion carried by unanimous roll call vote.

- 5a. Motion made by Mrs. Vitalos and seconded by Mrs. Eller to approve a contract with Warren County Special Services School District for 2017 Summer School Programming (June 19, 2017 through July 11, 2017) for providing services for a Multiple Disabilities Classroom – i.e. Extended School Year Rate @ \$62.16 per hour as per Warren County Special Services Contracts.

Motion carried by unanimous roll call vote.

- 5b. Motion made by Mrs. Wydner and seconded by Mr. Howley to approve a contract with Warren County Special Services School District for 2017 Summer School Programming (June 19, 2017 through July 11, 2017) for providing services for a Pre-School Disabilities Classroom – i.e. Extended School Year Rate @ \$51.01 per hour as per Warren County Special Services Contracts.

Motion carried by unanimous roll call vote.

- 6a. Motion made by Mrs. Andreula and seconded by Mrs. Wydner to approve a contract with Warren County Special Services School District for 2017 Summer School Programming (June 19, 2017 through July 11, 2017) for providing services for a Speech Therapist at a rate of \$85 per hour for therapy, \$85 for meetings, and \$450 per evaluation.

Motion carried by unanimous roll call vote.

- 6b. Motion made by Mrs. Eller and seconded by Mrs. Vitalos to approve a contract with Warren County Special Services School District for 2017 Summer School Programming (June 19, 2017 through July 11, 2017) for providing services for a Physical Therapist at a rate of \$85 per hour for therapy, \$85 for meetings, and \$450 per evaluation.

Motion carried by unanimous roll call vote.

- 6c. Motion made by Mrs. Eller and seconded by Mr. Hartl to approve a contract with Warren County Special Services School District for 2017 Summer School Programming (June 19, 2017 through July 11, 2017) for providing services for an Occupational Therapist at a rate of \$85 per hour for therapy, \$85 for meetings, and \$450 per evaluation.

Motion carried by unanimous roll call vote.

•**SUPERVISOR OF INSTRUCTION'S REPORT – Curriculum & Instruction** - Memorial School-Mr. E. Jenkins thanked the PTO for their continued financial help for our classroom field trips/ DEAC/SCIP meeting on Friday morning.

•**PRINCIPAL'S REPORT** – Taylor Street School-Mrs. J. Nassry-Preschool field day tomorrow/Kindergarten field day on Wednesday/Graduation on Wednesday/It has been a great year at Taylor.

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•**SUPERINTENDENT/PRINCIPAL’S REPORT** – District (Mr. L. Rozsa-Graduation is on Wednesday/Broadway 20 in the works.

At 7:54 p.m. Mrs. Nassry, Mr. Jenkins, Mr. Mantz and Mrs. Dolobach left the Executive portion of the meeting.

EXECUTIVE SESSION

At 7:55 P.M. a motion was introduced by Mrs. Eller and seconded by Mrs. Vitalos granting approval to pass the following resolution:

WHEREAS: Section 8 of the Open Public Meeting Act, chapter 231, P.L. 1975 Permits the exclusion of the public from meeting in certain circumstances:

WHEREAS, this public body is of the opinion that such circumstances presently exist:

NOW THEREFORE, BE IT RESOLVED by the Board of Education of the Borough of Washington, County of Warren and State of New Jersey:

- (1) The public shall be excluded from discussion of and action upon the hereinafter specified subject matter.
- (2) The general nature of the subject matter to be discussed is as follows: (Personnel)
- (3) It is anticipated at this time that the above-stated subject matter will be made public as soon as it is in the best interest of the public.
- (4) This resolution shall take effect immediately.
- (5) Action may be taken.

Motion carried by unanimous voice vote.

At 8:07 p.m. Mr. Mantz and Mrs. Dolobach returned to the Executive portion of the meeting.

At 8:09 P.M. A motion was introduced by Mrs. Eller and seconded by Mrs. Andreula granting approval to reconvene the meeting in regular session.

Motion carried by unanimous voice vote.

Adjournment

At 8:10 P.M motion was introduced by Mrs. Wydner and seconded by Mrs. Eller granting approval to adjourn the meeting.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator