

**Washington Borough Board of Education**  
**August 21, 2017**

The Washington Borough Board of Education convened in regular session at 7:30 P.M. on Monday, August 21, 2017 at the Memorial School. The meeting was called to order by the Vice-President; Mrs. Andreula 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:**

- Mrs. Andreula
- Mrs. Vitalos
- Mrs. Dufner
- Mr. Howley
- Mrs. Moore

**The following members were absent:**

- Mr. Reyes
- Mrs. Wydner
- Mrs. Eller
- Mr. Hartl

**Also Present:**

- Mr. Lance S. Rozsa, Superintendent
- Mrs. Jackie Nassry
- Mrs. Koeppen
- Mr. Tim Mantz
- Mrs. Florence Dolobach

**Public Present:** Mr. & Mrs. Kaspereen

**FLAG SALUTE** –Mrs. Andreula (Start 7:31 P.M.)

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~~**APPROVAL OF MINUTES** – Regular Meeting – June 12, 2017  
Motion granting approval of the Regular Minutes on June 12, 2017.  
*Tabled until the following Board Meeting*~~

~~**APPROVAL OF MINUTES** – Executive Meeting – June 12, 2017  
Motion granting approval of the Executive Minutes on June 12, 2017.  
*Tabled until the following Board Meeting*~~

~~**APPROVAL OF MINUTES** – Regular Meeting – July 10, 2017  
Motion granting approval of the Regular Minutes on July 10, 2017.  
*Tabled until the following Board Meeting*~~

~~**APPROVAL OF MINUTES** – Executive Meeting – July 10, 2017  
Motion granting approval of the Executive Minutes on July 10, 2017.  
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**CORRESPONDENCE**

**PUBLIC PARTICIPATION** – Mrs. Kaspereen asked the board that she would like to see the Indoor Air Quality Report when it comes back.

**A. BUILDING LEVEL – (Memorial, Taylor)**

**1a.** Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to approve submission to the N.J. Department of Education our School-Level Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights (7/1/16-6/30/17) for Memorial School.  
**Motion carried by unanimous roll call vote.**

**2a.** Motion made by Mrs. Dufner and seconded by Mr. Howley to approve submission to the N.J. Department of Education our School-Level Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights (7/1/16-6/30/17) for Taylor Street School.  
**Motion carried by unanimous roll call vote.**

**B. CURRICULUM / TECHNOLOGY**

- Motion made by Mr. Howley and seconded by Mrs. Vitalos to approve submission of our Comprehensive Equity Plan Annual Statement of Assurance for the 2017-2018 school year.  
**Motion carried by unanimous roll call vote.**

**C. CO-CURRICULAR / ACTIVITIES**

**D. FINANCE / BUDGET**

**1a.** Motion made by Mrs. Moore and seconded by Mr. Howley 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 July, 2017, and further

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that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of June 30, 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.**

- 1b.** Discussion, as needed followed by a motion made by Mr. Howley and seconded by Mrs. Moore 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.** Motion made by Mr. Moore and seconded by Mrs. Vitalos to approve the submission of the district's 2018 ESEA Consolidated Sub Grant Application with Assurances.

**Motion carried by unanimous roll call vote.**

- 3.** Motion made by Mrs. Vitalos and seconded by Mr. Howley to approve a revision to the 2017-2018 school year district budget due to increased state aide revenue in the amount of \$59,263 with the funds to be appropriated in the 11-000-261-420 maintenance expense line.

**Motion carried by unanimous roll call vote.**

- 4a.** Motion made by Mr. Howley and seconded by Mrs. Vitalos to approve a student breakfast price of \$1.00 for the 2017-2018 school year.

**Motion carried by unanimous roll call vote.**

- 4b.** Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to approve a student lunch price of \$2.85 and milk price of \$.50 for the 2017-2018 school year.

**Motion carried by unanimous roll call vote.**

- 4c.** Motion made by Mrs. Dufner and seconded by Mrs. Vitalos to approve implementation of Maschio's Food Service Life Threatening Food Allergy Program for the 2017-2018 school year.

**Motion carried by unanimous roll call vote.**

**E. LEGAL / LEGISLATIVE ISSUES**

**F. PERSONNEL**

- 1.** Motion made by Mr. Howley and seconded by Mrs. Andreula to approve the appointment of Jacqueline Nassry as the Superintendent of Schools for the Washington Borough Public Schools for a term beginning November 1, 2017 and expiring on June 30, 2022 with an initial salary of \$130,000 prorated for time serving as Superintendent and to approve the

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employment agreement between the Board of Education which has been approved by the Executive County Superintendent of Schools, and to authorize the Board president and Board Secretary to execute the agreement on behalf of the Washington Borough Board of Education.

**Motion carried by unanimous roll call vote.**

- 1b. Motion made by Mrs. Vitalos and seconded by Mrs. Moore to approve our 2017-2018 (annual) Full-Time School Principal Waiver Request for Mr. Lance Rozsa from July 1, 2017 to October 31, 2017 and Mrs. Jacqueline Nassry from November 1, 2017 until June 30, 2018

**Motion carried by unanimous roll call vote.**

2. Motion made by Mrs. Moore and seconded by Mr. Howley to approve the enclosed medical leave document of Mrs. Pamela Venturini from September 1, 2017 through November 8, 2017.

**Motion carried by unanimous roll call vote.**

3. Motion made by Mr. Howley and seconded by Mrs. Andreula to approve our 2017-2018 Substitute Staff List as per the enclosure.

**Motion carried by unanimous roll call vote.**

**G. PLANT**

1. Discussion about recent Taylor Street School repairs and a future referendum.
2. Retroactive motion made by Mrs. Moore and seconded by Mrs. Andreula to approve Washington Borough Recreation Commission's use of the Memorial School gymnasium and Computer Laboratory on August 8, 2017 from 5:30 to 8:30 p.m. for Concussion Baseline Testing. **Motion carried by unanimous roll call vote.**

**H. SPECIAL EDUCATION / OTHER INFORMATION**

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

**Motion carried by unanimous roll call vote.**

2. Motion made by Mrs. Vitalos and seconded by Mrs. Moore to approve our 2017-2018 District Wide List and Full Calendars.

**Motion carried by unanimous roll call vote.**

- 3a Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to approve a \$1 per hour contract increase for the 2017-2018 school year for Occupational Therapy Services (Jennifer Sopka, President).

**Motion carried by unanimous roll call vote.**  
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**3b.** Motion made by Mrs. Dufner and seconded by Mr. Howley to approve O.T. Inc. to Provide Occupational Therapy Services for the 2017-2018 school year at an hourly rate of \$75 not to exceed a total cost of \$75,000 for the year.

**Motion carried by unanimous roll call vote.**

**4.** Motion made by Mrs. Vitalos and seconded by Mrs. Moore to approve a Shared Services agreement with Warren County Special Services School District for the 2017-2018 School Year for one ABA/Autistic Classroom Teacher as per the previous enclosure.

**Motion carried by unanimous roll call vote.**

**•SUPERVISOR OF INSTRUCTION’S REPORT – Curriculum & Instruction - Memorial School (Mr. E. Jenkins) N/A**

**•PRINCIPAL’S REPORT – Taylor Street School-Mrs. Koeppen** spoke about how she is grateful for Mrs. Nassry’s wealth of knowledge. Mrs. Nassry said the custodial staff has done an excellent job this summer.

**•SUPERINTENDENT/PRINCIPAL’S REPORT – District Mr. Rozsa-** Summer help/custodians have done an excellent job this summer. Every classroom at Memorial now has a smartboard. He will have a packet for the board regarding the numbers on a referendum by next board meeting.

**•EXECUTIVE REPORT (District-wide, discussion, as necessary)**

**Adjournment**

At 8:11 P.M motion was introduced by Mrs. Vitalos and seconded by Mrs. Andreula granting approval to adjourn the meeting.

**Motion carried by unanimous voice vote.**

Respectfully submitted,

Tim Mantz  
Business Administrator