

Washington Borough Board of Education
August 22, 2016

The Washington Borough Board of Education convened in regular session at 7:30 P.M. on Monday, August 22, 2016 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
- Mrs. Eller
- Mrs. Dufner

The following members were absent:

- Mrs. Albrecht
- Mr. Howley
- Mrs. Moore
- Mrs. Wydner

Also Present:

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

Public Present: None

FLAG SALUTE –Mr. Reyes (Start 7:33 P.M.)

ROLL CALL – Mr. Mantz

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APPROVAL OF MINUTES – Regular Meeting – June 13, 2016

Motion introduced by Mrs. Vitalos and seconded by Mrs. Eller granting approval of the Regular Board Minutes on June 13, 2016.

Motion carried by voice vote all voting affirmative.

APPROVAL OF MINUTES – Executive Session – June 13, 2016

Motion introduced by Mrs. Vitalos and seconded by Mrs. Eller granting approval of the Reorganizational Minutes on June 13, 2016.

Motion carried by voice vote all voting affirmative.

~~**APPROVAL OF MINUTES – Regular Meeting – July 18, 2016**~~ *Motion Tabled*

CORRESPONDENCE

PUBLIC PARTICIPATION – President

A. BUILDING LEVEL – (Memorial, Taylor)

- Update on 2016-2017 Kindergarten enrollment 51 students enrolled

B. CURRICULUM / TECHNOLOGY

- Brief comment by the Superintendent of Schools and our Supervisor of Instruction on our recent (2016) N.J. ASK Science Scores -93% of 4th and 5th grade students scored Proficient or higher.

C. CO-CURRICULAR / ACTIVITIES

D. FINANCE / BUDGET

- 1a.** Motion made by Mrs. Eller and seconded by Mrs. Vitalos 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, 2016, and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of July 31, 2016, 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 Mrs. Andreula and seconded by Mrs. Dufner 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.

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2. Retroactive motion made by Mrs. Dufner and seconded by Mrs. Eller to 7/19/16 to approve the enclosed IDEA-B Grant Application with Statement of Assurances submitted to the New Jersey Department of Education.
Motion carried by unanimous roll call vote.

E. LEGAL / LEGISLATIVE ISSUES

Motion made by Mrs. Eller and seconded by Mrs. Vitalos of consent for items 1 – 12b, 14-30 and 33-36b

1. Motion to approve for a 1st Reading, Policy 1220-Administration – Employment of Chief School Administrator (Revised) **Mandated**
2. Motion to approve for a 1st Reading, Policy 1310-Administration – Employment of School Business Administrator (Revised) **Recommended**
3. Motion to approve for a 1st and only Reading, Regulation 2414 – Program – Programs & Services for Student sin High Poverty and in High Need School Districts (Revised) **Mandated**
4. Motion to approve for a 1st Reading, Policy 3111-Teaching Staff Members – Creating Positions (Revised) **Recommended**
5. Motion to approve for a 1st Reading, Policy 3124-Teaching Staff Members – Employment Contract (Revised) **Recommended**
- 6a. Motion to approve for a 1st Reading, Policy 3125 – Teaching Staff Members – Employment of Teaching Staff Members (Revised) **Mandated**
- 6b. Motion to approve for a 1st Reading, Policy 3125.2 – Teaching Staff Members – Employment of Substitute Teachers (Revised) **Recommended**
- 7a. Motion to approve for a 1st Reading, Policy 3126 – Teaching Staff Members – District Mentoring Program (Revised) **Recommended**
- 7b. Motion to approve for a 1st Reading and only Reading, Regulation 3126 – Teaching Staff Members – District Mentoring Program (Revised) **Recommended**
8. Motion to approve for a 1st Reading, Policy 3141 – Teaching Staff Members Resignation (Revised) **Recommended**
- 9a. Motion to approve for a 1st Reading, Policy 3144 – Teaching Staff Members – Certification of Tenure Charges (Revised) **Recommended**

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- 9b.**Motion to approve for a 1st Reading and only Reading, Regulation 3144 – Teaching Staff Members – Certification of Tenure Charges (Revised) **Recommended**
- 10.**Motion to approve for a 1st Reading, Policy 3159 – Teaching Staff Members – School District Reporting Responsibilities (Revised) **Recommended**
- 11.**Motion to approve for a 1st Reading, Policy 3231 – Teaching Staff Members – Outside Employment as Athletic Coach (Revised) **Recommended**
- 12a.**Motion to approve for a 1st Reading, Policy 3240 – Teaching Staff Members – Professional Development for Teachers and School Leaders (Revised) **Mandated**
- 12b.**Motion to approve for a 1st and only Reading, Regulation 3240 – Teaching Staff Members – Professional Development for Teachers and School Leaders (Revised) **Recommended**
- 13a.**Policy 3244 – In-Service Training **Abolished**
- 13b.**Regulation 3244 – In-Service Training **Abolished**
- 14.**Motion to approve for a 1st Reading, Policy 4159 – Support Staff Members – School District Reporting Responsibilities (Revised) **Recommended**
- 15a.**Motion to approve for a 1st Reading, Policy 5305 – Students - Health Services Personnel (Revised) **Recommended**
- 15b.**Motion to approve for a 1st and only Reading, Regulation 5330 – Students – Administration of Medication (Revised) **Mandated**
- 16a.**Motion to approve for a 1st Reading, Policy 5350 – Students – Student Suicide Prevention (Revised) **Recommended**
- 16b.**Motion to approve for a 1st and only Reading, Regulation 5350 – Students – Student Suicide Prevention (Revised) **Mandated**
- 17.**Motion to approve for a 1st Reading, Policy 9541 – Community – Student Teacher Interns (Revised) **Recommended**

**THE FOLLOWING ARE MULTI-EAR EQUITY PLAN POLICY AND REGULATION
UPDATES**

- 18.**Motion to approve for a 1st Reading, Policy 1140 – Administration – Affirmative Action Program (Revised) **Mandated**

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- 19.** Motion to approve for a 1st Reading, Policy 1523 – Administration – Comprehensive Equity Plan (Revised) **Recommended**
- 20a.** Motion to approve for a 1st Reading, Policy 1530 – Administration – Equal Employment Opportunities (Revised) **Mandated**
- 20b.** Motion to approve for a 1st and only Reading, Regulation 1530 – Administration – Equal Employment Opportunity Complaint Procedures (Revised) **Mandated**
- 21.** Motion to approve for a 1st Reading, Policy 1550 – Administration – Affirmative Action Program for Employment and Contract Procedures (Revised) **Mandated**
- 22a.** Motion to approve for a 1st Reading, Policy 2200 – Program – Curriculum Content (Revised) **Mandated**
- 22b.** Motion to approve for a 1st and only Reading, Regulation 2200 – Program – Curriculum Content (Revised) **Mandated**
- 23.** Motion to approve for a 1st Reading, Policy 2260 – Program – Affirmative Action Program for School and Classroom Practices (Revised) **Mandated**
- 24a.** Motion to approve for a 1st Reading, Policy 2411 – Program – Guidance Counseling (Revised) **Mandated**
- 24b.** Motion to approve for a 1st and only Reading, Regulation 2411 – Program – Guidance Counseling (Revised) **Mandated**
- 25a.** Motion to approve for a 1st Reading, Policy 2423 – Program – Bilingual and ESL Education (Revised) **Mandated**
- 25b.** Motion to approve for a 1st and only Reading, Regulation 2423 – Program – Bilingual and ESL Education (Revised) **Mandated**
- 26.** Motion to approve for a 1st Reading, Policy 2610 – Program – Education Program Evaluation (Revised) **Mandated**
- 27.** Motion to approve for a 1st Reading, Policy 2622 – Program – Student Assessment (Revised) **Mandated**
- 28.** Motion to approve for a 1st Reading, Policy 5750 – Students – Equal Employment Opportunity (Revised) **Mandated**

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29. Motion to approve for a 1st Reading, Policy 5755 – Students – Equity in Educational Programs and Services (Revised) **Mandated**

THE FOLLOWING ARE ADDITIONAL POLICY AND REGULATION UPDATES

30. Motion to approve for a 1st Reading, Policy 5339 – Students – Screening for Dyslexia (Revised) **Mandated**

31. Motion to approve for a 1st Reading, Policy 5460 - – Students – High School Graduation (Revised) **NOT APPLICABLE**

32a. Motion to approve for a 1st Reading, Policy 5514 – Students – Student Use of Vehicles on School Grounds (Revised)) **NOT APPLICABLE**

32b. Motion to approve for a 1st and only Reading, Policy 5514 – Students – Student Use of Vehicles on School Grounds (Revised) **NOT APPLICABLE**

33. Motion to approve for a 1st Reading, Policy 7481 – Property – Unmanned Aircraft Systems (UAS also known as Drones) **New**

34a. Motion to approve for a 1st Reading, Policy 8411 – Operations – Care of Injured and Ill Persons (Revised) **Mandated**

34b. Motion to approve for a 1st and only Reading, Regulation 8411 – Operations – Care of Injured and Ill Persons (Revised) **Mandated**

35. Motion to approve for a 1st Reading, Policy 8454 – Operations – Management of Pediculosis **New**

36a. Motion to approve for a 1st Reading, Policy 8630 – Operations – Bus Driver/Bus Aide Responsibility (Revised) **Mandated**

36b. Motion to approve for a 1st and only Reading, Regulation 8630 – Operations – Bus Driver/Bus Aide Responsibility (Revised) **Mandated**

Motion carried by unanimous roll call vote.

F. PERSONNEL

1. Comprehensive motion– both retroactive and standard made by Mrs. Dufner and seconded by Mrs. Vitalos 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.**

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2. Motion made by Mr. Reyes and seconded by Mrs. Andreula to approve a leave of absence for Miss Kayte Empson from September 1, 2016 through December 31, 2016.
Motion carried by unanimous roll call vote.
- 3a. Motion made by Mrs. Vitalos and seconded by Mrs. Eller to approve the appointment of Mr. Ernest Conry as a full-time custodian assigned to the Memorial School Campus effective September 1, 2016, at a prorated salary of \$33,208 (Step 1 on the 2016-2017 W.E.A. Custodial Guide) plus benefits.
Motion carried by unanimous roll call vote.
- 3b. Motion made by Mrs. Eller and seconded by Mrs. Vitalos to approve the appointment of Mr. Colby Deemer as a full-time custodian assigned to both the Memorial and Taylor Street Campuses effective September 1, 2016, at a prorated salary of \$33,208 (Step 1 on the 2016-2017 W.E.A. Custodial Guide) plus benefits.
Motion carried by unanimous roll call vote.
- 4a. Motion made by Mr. Reyes and seconded by Mrs. Eller to approve submission of a Statement of Assurance for the requirements of the 2016-2017 District Professional Development Plan.
Motion carried by unanimous roll call vote.
- 4b. Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to approve submission of a Statement of Assurance for the requirements of the 2016-2017 District Mentoring Plan.
Motion carried by unanimous roll call vote.
5. Motion made by Mrs. Dufner and seconded by Mrs. Andreula to approve our 2016-2017 (annual) Full-Time School Principal Waiver Request.
Motion carried by unanimous roll call vote.
6. Motion made by Mrs. Eller and seconded by Mrs. Andreula to accept the resignation of Miss Katie Smith effective August 8, 2016.
Motion carried by unanimous roll call vote.
7. Motion made by Mrs. Eller and seconded by Mrs. Vitalos to approve our 2016-2017 Substitute Staff List including Deborah Carcuffe as per the enclosure.
Motion carried by unanimous roll call vote.
8. Motion made by Mrs. Vitalos and seconded by Mr. Reyes to approve Professional Development BCBA training provided by The Uncommon Thread related to one Behavior support plan at a cost not to exceed \$260.
Motion carried by unanimous roll call vote.

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9. Motion made by Mrs. Andreula and seconded by Mrs. Eller to accept the resignation of Amy Ferrera.
Motion carried by unanimous roll call vote.

- 10a. Motion made by Mr. Reyes and seconded by Mrs. Andreula to advertise for ABA Aide.
Motion carried by unanimous roll call vote.

- 10b. Motion made by Mr. Reyes and seconded by Mrs. Vitalos to appoint new aide prior to the opening of school.
Motion carried by unanimous roll call vote.

11. Motion made by Mr. Reyes and seconded by Andreula to approve moving Mrs. Melissa Brown from Step15/MA (\$67,395) to Step 15/MA+15 (\$67,950) on the 2016-2017 W.E.A Salary Guide.
Motion carried by unanimous roll call vote.

G. PLANT

1. Motion made by Mr.Reyes and seconded by Mrs. Andreula to approve a lease agreement with the Warren County Special Services School District beginning on July 1, 2016 to June 20, 2017, for the renting of one classroom at an annual rate of \$6,810 along with ancillary services to be paid at an annual rate of \$4,120 totaling \$10,930 for the 2016-2017 school year.
Motion carried by unanimous roll call vote.

2. Motion made by Mrs. Vitalos and seconded by Mrs. Eller to approve Washington Borough Youth Soccer's use of the Memorial School Athletic Fields from mid-August through October, 2016.
Motion carried by unanimous roll call vote.

H. SPECIAL EDUCATION / OTHER INFORMATION

1. Motion made by Mr. Reyes and seconded by Mrs. Vitalos to accept comprehensive (student and) staff attendance data (with all fire drill reports, *if applicable*) for the month of July, 2016.
Motion carried by unanimous roll call vote.

2. Motion made by Mr. Reyes and seconded by Mrs. Vitalos to approve our 2016-2017 District-Wide (FULL) Calendar.
Motion carried by unanimous roll call vote.

3. Motion made by Mrs. Andreula and seconded by Mr. Reyes to approve the settlement agreement as enclosed – i.e. to approve the placement of the identified student in the Banyan School for the 2016-2017 school year at an annual tuition rate of \$60,906.24 plus one-way PM transportation. **Motion carried by unanimous roll call vote.**

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- SUPERVISOR OF INSTRUCTION’S REPORT – Curriculum & Instruction - Memorial School (Mr. E. Jenkins)**
- PRINCIPAL’S REPORT – Taylor Street School (Mrs. J. Nassry)Taylor Street building is looking great/Tile done in two additional classrooms/Mazano training next week.**
- SUPERINTENDENT/PRINCIPAL’S REPORT – District (Mr. L. Rozsa) We are ready to open.**
- EXECUTIVE REPORT (District-wide, discussion, as necessary)**

Adjournment

At 7:58 P.M motion was introduced by Mrs. Andreula and seconded by Mr. Reyes granting approval to adjourn the meeting.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz,
Business Administrator