

**Washington Borough Board of Education
October 10, 2016**

The Washington Borough Board of Education convened in regular session at 7:30 P.M. on Monday, October 10, 2016 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
Mr. Howley
Mrs. Eller
Mrs. Dufner

The following members were absent:

Mr. Reyes
Mrs. Albrecht
Mrs. Moore
Mrs. Wydner

Also Present:

Lance S. Rozsa, Superintendent
Florence Dolobach

Public Present: Mrs. Kaspereen, Pat Rasado

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

ROLL CALL – Mrs. Dolobach

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APPROVAL OF MINUTES – Regular Meeting – September 12, 2016

Motion introduced by Mrs. Vitalos and seconded by Mrs. Dufner granting approval of the Regular Minutes on September 12, 2016.

Motion carried by voice vote all voting affirmative.

CORRESPONDENCE-Mr. Rozsa said that graffiti was found on the playground but parents of the student are paying for the cleanup.

PUBLIC PARTICIPATION – Mrs. Kaspereen commented that Monday’s workshop (Challenge Course at ESU) was the best run program and was a worthy workshop for team building.

A. BUILDING LEVEL – (Memorial, Taylor)

- Motion made by Mr. Howley and seconded by Mrs. Eller to accept the 9/1/16 through 10/10/16 Harassment – Intimidation-Bullying Incident / reports as provided by the Superintendent of Schools.

Motion carried by unanimous roll call vote.

B. CURRICULUM / TECHNOLOGY

1. Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to approve the 2016-2017 Grade 1 Field Trip to the Lehigh Valley Zoo on April 28, 2017 (\$11.00 each for students and adults).

Motion carried by unanimous roll call vote.

2. Motion made by Mrs. Dufner and seconded by Mrs. Vitalos to approve the 2016-2017 Grade 5 Field Trip to the Morris Museum on October 26, 2016 (\$11.00 each for students and adults).

Motion carried by unanimous roll call vote.

3. Motion made by Mrs. Eller and seconded by Mrs. Vitalos to approve the 2016-2017 Kindergarten Field Trip to Donaldson Farms on October 26, 2016 (\$11.00 each for students and adults).

Motion carried by unanimous roll call vote.

C. CO-CURRICULAR / ACTIVITIES

- Updates as needed regarding our ongoing 2016-2017 Co-Curricular Activities and Clubs (enrollment/special functions/After Care) (Mr. Rozsa) Dance Club has started and show will be before Thanksgiving.

D. FINANCE / BUDGET

- 1a. Motion made by Mr. Howley and seconded by Mrs. Eller 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 September, 2016, and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies

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that as of September 30, 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. Vitalos and seconded by Mrs. Andreula 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.

E. LEGAL / LEGISLATIVE ISSUES

F. PERSONNEL

1. Comprehensive motion made by Mrs. Vitalos and seconded by Mrs. Eller – 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.

2a. Motion made by Mrs. Eller and seconded by Mrs. Dufner to approve a leave of absence through October 31, 2016 for Mrs. Amy Nissen, an aide at Taylor Street School.

Motion carried by unanimous roll call vote.

2b. Retroactive motion made by Mr. Howley and seconded by Mrs. Eller to appoint Miss Kyrstyn Stasyshyn as a long-term substitute aide covering Mrs. Nissen's position on the Taylor Street School Campus through October 31, 2016.

Motion carried by unanimous roll call vote.

3. Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to add Ms. Ann Marie Lee to our District-Wide Substitute Teachers' List.

Motion carried by unanimous roll call vote.

4. Motion made by Mrs. Dufner and seconded by Mrs. Eller to approve a maternity leave request for Mrs. Sarah Ledwith (Grade 2 Teacher at Taylor Street School from approximately March 6, 2017 through May 8, 2017).

Motion carried by unanimous roll call vote.

G. PLANT

1. Motion made by Mrs. Eller and seconded by Mrs. Vitalos to approve the annual QSAC requirement (New Jersey Quality Single Accountability Continuum) forms/checklists to be

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submitted to the Warren County Superintendent's Office School: •Nursing Plan •School Safety and Security Plan •Comprehensive Maintenance Plan (CMP) •Maintenance Budget Amount Worksheet (M1) •Statement of Assurance (SAOD and School Facilities Checklist (Health and Safety Evaluation of School Buildings.

Motion carried by unanimous roll call vote.

2. Motion made by Mr. Howley and seconded by Mrs. Eller to approve the use of the Memorial School gymnasium by Cub Scout Pack 145 (Pinewood Derby) on January 27, 2017 from 4:00 to 9:00 p.m. and January 28, 2017 from 9:00 a.m. to 4:00 p.m.

Motion carried by unanimous roll call vote.

3. Motion made by Mrs. Dufner and seconded by Mrs. Vitalos to approve the use of school facilities by the Washington Borough Recreation Youth Basketball and Li'l Hoopsters Clinic: practices and games 5:45 – 9:00 p.m. @Memorial School gymnasium, practices and games 5:30-9:00 p.m. @ Taylor Street School gymnasium, both facilities Monday through Friday, November 28 to December 31, 2016; using Memorial School gymnasium Monday/Wednesday/Friday, January 3 to March 11, 2017; and Taylor Street School gymnasium Tuesday/Thursday, January 3 to February 2, 2017.

Motion carried by unanimous roll call vote.

H. SPECIAL EDUCATION / OTHER INFORMATION

1. Motion made by Mrs. Vitalos and seconded by Mrs. Eller to accept comprehensive (student and) staff attendance data (with all fire drill reports, *if applicable*) for the month of September, 2016.

Motion carried by unanimous voice vote.

2. Retroactive motion made by Mrs. Eller and seconded by Mrs. Vitalos to 9/19/16 for the Union County Educational Services Commission to provide bedside instruction for one Grade 6 student at a rate of \$64 per hour not to exceed 5 hours per week.

Motion carried by unanimous roll call vote.

3. Retroactive motion to Mrs. Andreula and seconded by Mrs. Eller to 9/27/16 for Brookfield Schools/Summit Oaks Program at Summit Oaks Hospital to provide bedside instruction for one Grade 2 student at a rate of \$34 per hour, not to exceed 5 hours per week.

Motion carried by unanimous roll call vote.

•SUPERVISOR OF INSTRUCTION'S REPORT – Curriculum & Instruction - Memorial School (Mr. E. Jenkins) NA

•PRINCIPAL'S REPORT – Taylor Street School (Mrs. J. Nassry)NA

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•**SUPERINTENDENT/PRINCIPAL’S REPORT** – District (Mr. L. Rozsa)-Moving ahead with Marzano, evaluations have been excellent and positive.

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

Executive Session

At 7:55 P.M. a motion was introduced by Mrs. Vitalos and seconded by Mrs. Eller 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 7:57 P.M. A motion was introduced by Mrs. Eller and seconded by Mrs. Vitalos granting approval to reconvene the meeting in regular session.

Motion carried by unanimous voice vote.

Adjournment

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

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz, Business Administrator