

**Washington Borough Board of Education
November 14, 2016**

The Washington Borough Board of Education convened in regular session at 7:30 P.M. on Monday, November 14, 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
- Mr. Howley
- Mrs. Eller
- Mrs. Wydner
- Mrs. Moore

The following members were absent:

- Mrs. Dufner

Also Present:

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

Public Present: Mr. William Lyons

FLAG SALUTE –Mr. Reyes (Start 7:30 P.M.)

ROLL CALL – Mr. Tim Mantz

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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. Wydner and seconded by Mr. Howley to accept Mrs. Katherine Albrecht’s letter of resignation from the Washington Borough Board of Education effective 11/14/16.

Motion carried by unanimous roll call vote.

- 2b. Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to appoint Mr. Wlliam Lyons to fill Mrs. Albrecht’s vacant seat on the Washington Borough Board of Education effective 11/14/16.

Motion carried by unanimous roll call vote.

3. Motion made by Mr. Howley and seconded by Mr. Wydner to appoint Mrs. Susan Sensinger as the Memorial School Safety Patrol Advisor for the 2016-2017 academic year.

Motion carried by unanimous roll call vote.

4. Motion made by Mrs. Andreula and seconded by Mrs. Wydner to add Mrs. Terry Lee Johnson to our district-wide substitute teachers’ list.

Motion carried by unanimous roll call vote.

Administer Oath of Allegiance to New Board Member

Mr. Mantz administered Oath of Allegiance to the newly elected Board Member, Mr. William Lyons.

~~**APPROVAL OF MINUTES** – Regular Meeting – October 10, 2016~~

~~Motion introduced by granting approval of the Regular Minutes on October 10, 2016.~~

~~Tabled until December~~

~~**APPROVAL OF MINUTES** – Executive Meeting – October 10, 2016~~

~~Motion introduced by granting approval of the Executive Minutes on October 10, 2016.~~

~~Tabled until December~~

CORRESPONDENCE

PUBLIC PARTICIPATION – President

A. BUILDING LEVEL – (Memorial, Taylor)

B. CURRICULUM / TECHNOLOGY

1. Motion made by Mrs. Andreula and seconded by Mrs. Wynder to approve the 2016-2017 PreSchool Handicapped Field Trip to the Riverside Gymnasium on March 3, 2017 (\$12.00 each for students and adults).

Motion carried by unanimous roll call vote.

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2. Motion made by Mrs. Andreula and seconded by Mrs. Eller to approve the 2016-2017 Grade 3 Field Trip to the Turtle Back Zoo on May 19, 2017 (\$10.50 each for students and adults).

Motion carried by unanimous roll call vote.

3. Motion made by Mrs. Eller and seconded by Mrs. Wydner to approve the 2016-2017 Grade 4 Field Trip to Sterling Hill Mining Museum on May 15, 2017 (\$13.00 each for students and adults).

Motion carried by unanimous roll call vote.

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. Results of the 15th local Kiwanis sponsored and Memorial School's 20th Speech and Drama Festival are attached.

3. Broadway near Broadway XIX flyer and opening schedule is attached.

D. FINANCE / BUDGET

1a. Motion made by Mr. Howley and seconded by Mrs. Andreula 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 October, 2016, and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of October 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. Moore 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 Mrs. Vitalos and seconded by Mrs. Wydner to 10/31/16 to submit our district's 2015-2016 IDEA Final Report.

Motion carried by unanimous roll call vote.

3. Retroactive motion made by Mrs. Wydner and seconded by Mrs. Eller to 10/31/16 to submit our district's 2015-2016 Title I Performance Report.

Motion carried by unanimous roll call vote.

4. Retroactive motion made by Mrs. Andreula and seconded by Mrs. Wydner to 10/25/16 to submit our district's 2016-2017 Title I Comparability Report.

Motion carried by unanimous roll call vote.

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5. Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to approve supplementing approximately 25% of the 2016-17 base salaries of Linda Feller (\$78,180) and Brian Butler (\$78,180) with No Child Left Behind Title I Funds.

Motion carried by unanimous roll call vote.

6. Motion made by Mrs. Eller and seconded by Mrs. Andreula to approve supplementing approximately 100% of the 2016-2017 base salaries of Malia Englehardt (\$24,312), Tracey Mazuca (\$24,447) and Jeannie Reyes (\$25,176) with No Child Left Behind Title I Fund

Motion carried by unanimous roll call vote.

7. Motion made by Mr. Howley and seconded by Mrs. Vitalos to accept the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report on Administrative Findings for the Year Ending June 20, 2016 and order that a copy be filed in the Business Office and with the New Jersey Department of Education.

Motion carried by unanimous roll call vote.

8. Motion made by Mrs. Vitalos and seconded by Mrs. Eller to accept the audit findings. Brief comment will be made by the Superintendent of Schools commending Mr. Timothy Mantz and acknowledging there were no audit recommendation and to approve the correction action plan.

Audit for Year Ending June 30, 2016

Schedule of findings of Non-Compliance	None
<i>Summary of Recommendations</i>	
1. Administrative Practices and Procedures	None
2. Financial Accounting and Reporting	None
3. School Purchasing Programs	None
4. School Food Service	None
5. Student Body Activities	None
6. Applications for State School Aid	None
7. Pupil Transportation	None
8. Facilities and Capital Assets	None
9. Miscellaneous	None
10. Follow-up on prior year findings	None

Motion carried by unanimous roll call vote.

E. LEGAL / LEGISLATIVE ISSUES

- Motion made by Mrs. Moore and seconded by Mrs. Wydner to approve for a 2nd and Final Reading (i.e. deletion – 2nd line of paragraph #2 Policy 5112 – Pupils – Entrance Age

Motion carried by unanimous roll call vote.

G. PLANT

1. Retroactive motion made by Mrs. Eller and seconded by Mrs. Wydner to approve the use of the Memorial School gymnasium for a Borough Recreation Football walk through from 5:00-6:00 p.m.

Motion carried by unanimous roll call vote.

2. Motion made by Mr. Howley and seconded by Mrs. Wydner to approve the use of our Memorial Butterfly Garden for the Karen Ann Quinlan Hospice Butterfly Release Celebration on Saturday, June 10, 2017, from 9:00 a.m. to 1:00 p.m.

Motion carried by unanimous roll call vote.

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3. Motion made by Mrs. Moore and seconded by Mrs. Wydner to approve the QSAC requirement (New Jersey Quality Single Accountability Continuum) to be submitted to the Warren County Superintendent's Office School: •DPR (District Performance Review).

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 October, 2016.

Motion carried by unanimous roll call vote.

2. Update/correction to the 2016-2017 month-to-month Academic Calendar for February 2017, i.e. Parent Conferences and the Presidential Weekend should be listed one week later – the original 2016-2017 district list calendar was approved correctly on 2/8/16.

3. Retroactive motion made by Mrs. Andreula and seconded by Mrs. Wydner to approve an independent speech and language evaluation provided by Beyond Communication at a cost not to exceed \$1600.

Motion carried by unanimous roll call vote.

4. Motion made by Mrs. Andreula and seconded by Mrs. Eller to approve home instruction for one first grade student, 11/14/16 through 11/23/16, 10 hours per week, \$34.00 per hour.

Motion carried by unanimous roll call vote.

•SUPERVISOR OF INSTRUCTION'S REPORT – Curriculum & Instruction - Memorial School -
Mr. E. Jenkins-commented that the workshop in October was excellent.

•PRINCIPAL'S REPORT – Taylor Street School -Mrs. J. Nassry- The Washington Police Department will be introducing a kids safety program at Taylor for the next two weeks.. Comment on our new counselor, Miss Megan Will has been doing a fabulous job working with the students. 93% of parents were in attendance for Parent/Teacher Conferences.

•SUPERINTENDENT/PRINCIPAL'S REPORT – District -Mr. L. Rozsa- Mr. Al Kopsco has been making lots of repairs to both buildings and is doing a great job. Miss Megan Will has been a pleasure to work with.

At 7:55 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. 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:

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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 8:08 P.M. A motion was introduced by Mrs. Wydner and seconded by Mrs. Eller granting approval to reconvene the meeting in regular session.

Motion carried by unanimous voice vote.

Adjournment

At 8:08 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