

Washington Borough Board of Education
April 24, 2017

The Washington Borough Board of Education convened in regular session at 7:30 P.M. on Monday, April 24, 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. Dufner
Mrs. Moore
Mr. Hartl

The following members were absent:

Mrs. Wydner

Also Present:

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

Public Present: Mrs. Kaspereen, Mrs. LaCaruba, Mr. & Mrs. Carey

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

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APPROVAL OF MINUTES – Regular Meeting – March 13, 2017

Motion introduced by Mrs. Vitalos and seconded by Mr. Eller granting approval of the Regular Minutes on March 13, 2017.

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

CORRESPONDENCE

PUBLIC PARTICIPATION – Ms. LaCaruba presented invites to board members from the WEA for their Volunteer Awards Dinner. Mrs. Kaspereen reminded that the Optical Academy is open to the public and will take place on May 30th, from 4:30pm-8pm.

A. BUILDING LEVEL – (Memorial, Taylor)

- Motion made by Mrs. Andreula and seconded by Mr. Reyes to accept the 9/1/16 through 4/12/17 Harassment-Intimidation-Bullying Incident/Report as provided by the Superintendent of Schools.

Motion carried by unanimous roll call vote.

B. CURRICULUM / TECHNOLOGY

- Motion made by Mrs. Dufner and seconded by Mr. Reyes to approve for submission to the Warren County Office of the County Superintendent of Schools as well as the New Jersey State Department of Education our 2017-2018 District Improvement Plan related to the instructional portion of our recent NJ QSAC Evaluation.

Motion carried by unanimous roll call vote.

C. CO-CURRICULAR / ACTIVITIES

1. Mr. Rozsa updated the board regarding our ongoing 2016-2017 Co-Curricular Activities and Clubs (enrollment/special functions/After Care)
2. Brief comment on the 9th Kiwanis and 19th Warren County Invitational Forensics Tournament in general and financial support for co-curricular activities specifically

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 March, 2017, and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of March 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 of consent made by Mr. Hardt and seconded by Mr. Howley 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. Howley, seconded by Mr. Reyes, to adopt the following resolution to approve the 2017-18 school district budget;

BE IT RESOLVED to approve the 2017-2018 school district budget as follows;

	Budget	Local Tax Levy
General Fund	\$8,228,820	\$4,797,926
Special Revenue Fund	258,810	
Debt Service Fund	196,488	166,488
Total Base Budget	\$8,684,118	\$4,964,414

WHEREAS, the Washington Borough Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2(b), to a maximum expenditure of \$25,000 for all staff and board members.

Motion carried by unanimous roll call vote.

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3. Motion made by Mrs. Moore and seconded by Mrs. Eller to approve a joint transportation agreement with the Sussex County Regional Transportation Cooperative for the 2017-2018 school year with an Administrative Fee of 4%.
Motion carried by unanimous roll call vote.

E. LEGAL / LEGISLATIVE ISSUES

F. PERSONNEL

1. Motion made by Mrs. Vitalos and seconded by Mrs. Eller to approve the enclosed list of Summer Seasonal Custodial Personnel (approximately mid-May 2017 through the end of August 2017).
Motion carried by unanimous roll call vote.
2. Motion made by Mr. Reyes and seconded by Mrs. Vitalos to approve the resignation letter of Mrs. Stefanie Venturino.
Motion carried by unanimous roll call vote.
3. Motion made by Mrs. Andreula and seconded by Mr. Reyes to approve as per the enclosure a shared services agreement with Warren County Special Services School District for Mrs. Sherry Koeppen, Taylor Street School Principal, effective August 1, 2017.
Motion carried by unanimous roll call vote.
4. Motion made by Mrs. Dufner and seconded by Mrs. Eller to approve the enclosed list of Personnel Appointments, i.e. Nonrenewals, Continuing Contract, Reappointments, Tenured Faculty Staff and Administration for the 2017-2018 school year
Motion carried by unanimous roll call vote.
5. Retroactive and regular motion made by Mrs. Eller and seconded by Mrs. Vitalos to approve for both the 2016-2017 and 2017-2018 school years the use of the Learning Sciences International Evaluation Model – i.e. Marzano Model.
Motion carried by unanimous roll call vote.
6. Motion made by Mr. Hartl and seconded by Mrs. Eller to approve a brief medical leave request from Mrs. Cailla Minerowicz (Mullen) spanning May 10, 2017 through June 15, 2017.
Motion carried by unanimous roll call vote.
7. Motion made by Mr. Howley and seconded by Mr. Reyes to approve the appointment of Ms. Kayte Empson to cover the short term medical leave of Mrs. Cailla Minerowicz (i.e. 25 days) at a prorated salary of \$47,700.
Motion carried by unanimous roll call vote.

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8. Motion made by Mr. Reyes and seconded by M. Hartl to approve medical leave request from Mrs. Venturini for the remainder of the 2016-2017 school year.
Motion carried by unanimous roll call vote.

G. PLANT

H. SPECIAL EDUCATION / OTHER INFORMATION

1. Motion made by Mrs. Vitalos and seconded by Mr. Reyes to accept comprehensive (student and) staff attendance data (with all fire drill reports, *if applicable*) for the month of March, 2017.
Motion carried by unanimous roll call vote
2. Retroactive motion made by Mr. Reyes and seconded by Mrs. Vitalos to 3/31/17 to approve bedside instruction for one Grade 1 student by St. Clare's Hospital / Educational Service Unit at a rate of \$55 per hour not to exceed \$165.
Motion carried by unanimous roll call vote
3. Motion made by Mrs. Andreula and seconded by Mrs. Eller to approve one student to attend Warren County Special Services School District's Summer Autistic Program located at the Franklin Township School, June 29, 2017 through July 28, 2017 from 9:00 a.m. to 2:00 p.m. at a tuition rate of \$4240 with transportation.
Motion carried by unanimous roll call vote.
4. Retroactive motion made by Mrs. Dufner and seconded by Mr. Hartl to approve the placement of the identified student in the Warren County Special Services School District Behavioral Disabilities Program for the 2016-2017 school year beginning on November 21, 2016 at a tuition cost of \$27,601.
5. Motion made by Mrs. Eller and seconded by Mrs. Vitalos to approve a lease agreement with the Warren County special Services School District from July 1, 2017 through June 30, 2018 for the rental of one classroom at an annual rate of \$6810 along with ancillary services to be paid at an annual rate of \$4120 totaling \$10,930 for the 2017-2018 school year.

•**SUPERVISOR OF INSTRUCTION'S REPORT – Curriculum & Instruction** - Memorial School (Mr. E. Jenkins) PARCC testing has running pretty smooth but it has been a long process.

•**PRINCIPAL'S REPORT** – Taylor Street School (Mrs. J. Nassry) Arbor Day celebrated today at Taylor with the Mayor/ Kindergarten registration is on Wednesday with 54 students registered/ Report cards will be sent out this Thursday.

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•**SUPERINTENDENT/PRINCIPAL’S REPORT** – District (Mr. L. Rozsa) Broadway performance starts next week/Art Night on May 16th/Science Fair on May 19th/ Spring Fair on May 31st/36 days of school left.

Mr. Carey & Mrs. Carey asked the board if there was an official announcement on Mr. Rozsa’s retirement. Mrs. Carey would like for parents to have more of an input on who replaces Mr. Rozsa. Mrs. Carey also voiced her concerns regarding communication between the school and parents.

EXECUTIVE SESSION

At 8:09 P.M. a motion was introduced by Mrs. Vitalos and seconded by Mrs. Andreula 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 8:21 P.M. A motion was introduced by Mrs. Andreula and seconded by Mrs. Moore granting approval to reconvene the meeting in regular session.

Motion carried by unanimous voice vote.

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Adjournment

At 8:22 P.M motion was introduced by Mrs. Andreula and seconded by Mr.Hartl granting approval to adjourn the meeting.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator