

**Washington Borough Board of Education
September 11, 2017**

The Washington Borough Board of Education convened in regular session at 7:30 P.M. on Monday, September 11, 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
- Mrs. Eller
- Mrs. Wydner
- Mrs. Dufner
- Mr. Howley
- Mrs. Moore

The following members were absent:

- Mr. Hartl

Also Present:

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

Public Present: Mr. Jay Harris, Mrs. Ann Kaspereen, Mr. & Mrs. Carey, & Mrs. Del Salto

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

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APPROVAL OF MINUTES – Regular Meeting – June 12, 2017

Motion made by Mrs. Andreula and seconded by Mrs. Vitalos granting approval of the Regular Minutes on June 12, 2017.

Motion carried by voice vote all voting affirmative, with Mrs. Dufner & Mrs. Moore abstaining.

APPROVAL OF MINUTES – Executive Meeting – June 12, 2017

Motion made by Mrs. Andreula and seconded by Mrs. Vitalos granting approval of the Executive Minutes on June 12, 2017.

Motion carried by voice vote all voting affirmative, with Mrs. Dufner & Mrs. Moore abstaining.

APPROVAL OF MINUTES – Regular Meeting – July 10, 2017

Motion made by Mrs. Andreula and seconded by Mrs. Vitalos granting approval of the Regular Minutes on July 10, 2017.

Motion carried by voice vote all voting affirmative, with Mrs. Wydner & Mr. Howley abstaining.

APPROVAL OF MINUTES – Executive Meeting – July 10, 2017

Motion made by Mrs. Andreula and seconded by Mrs. Vitalos granting approval of the Executive Minutes on July 10, 2017.

Motion carried by voice vote all voting affirmative, with Mrs. Wydner & Mr. Howley abstaining.

APPROVAL OF MINUTES – Regular Meeting – August 21, 2017

Motion made by Mrs. Andreula and seconded by Mrs. Vitalos granting approval of the Regular Minutes on August 21, 2017.

Motion carried by voice vote all voting affirmative, with Mrs. Wydner & Mrs. Eller abstaining.

CORRESPONDENCE-N/A

PUBLIC PARTICIPATION – President

- Mr. Harris thanked Mr. Rozsa for his many years of service to our school district and all his efforts/expertise during teacher contract negotiations.
- Mrs. Kaspereen formally welcomed Mrs. Koeppen to our school district and thanked Mrs. Nassry & Mrs. Koeppen for the smooth transition.
- Mrs. Carey asked a question on who decides on teacher movement between schools. Mr. Rozsa explained that the choice is made by administration with Board input; movement can be based on school and student needs, vacancies or certification, etc....

A. BUILDING LEVEL – (Memorial, Taylor) N/A

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B. CURRICULUM / TECHNOLOGY

- Motion made by Mrs. Andreula and seconded by Mrs. Wydner to accept the 2017-2018 NJCAP Grant Award (\$1210) from Catholic Charities Diocese of Metuchen and the Warren County CAP Project (The District's responsibility is \$518).
Motion carried by unanimous roll call vote.

C. CO-CURRICULAR / ACTIVITIES

D. FINANCE / BUDGET

- 1a.** Motion made by Mrs. Dufner 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 August, 2017, and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of August 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. (Hand carried)
Motion carried by unanimous roll call vote.

- 1b.** Discussion, as needed followed by a motion made by Mrs. Eller 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.

E. LEGAL / LEGISLATIVE ISSUES

- Motion made by Mr. Howley and seconded by Mrs. Wydner to approve for a 1st Reading, Policy 8550, Operations – Unpaid Meal Charges/Outstanding Food Service Charges.
Motion carried by unanimous roll call vote.

F. PERSONNEL

- 1.** Comprehensive motion made by Mr. Howley and seconded by Mrs. Eller– both retroactive and standard approving the enclosed list of workshops for staff from Tuesday, September 5 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.
- 2.** Motion made by Mrs. Moore and seconded by Mrs. Wydner to accept the resignation of Mrs. Kayte Snyder (Empson) effective August 29, 2017.
Motion carried by unanimous roll call vote.
- 3.** Motion made by Mrs. Vitalos and seconded by Mrs. Eller to advertise for a classroom aide.
Motion carried by unanimous roll call vote.

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4. Motion made by Mrs. Wydner and seconded by Mrs. Vitalos to add Mr. Jeffrey Houghton and Ms. Christina McCallum to our substitute teacher list.

Motion carried by unanimous roll call vote.

5. Motion made by Mrs. Andreula and seconded by Mrs. Vitalos to move Mrs. Susan Chioffe (Kindergarten Teacher) from Step 15/BA (\$66,905) to Step 15/BA+15 (\$67,505), effective October 1, 2017.

Motion carried by unanimous roll call vote.

G. PLANT

- Motion made by Mrs. Andreula and seconded by Mrs. Wydner to approve Centenary University the use of a Memorial School classroom on Tuesdays starting September 5 through December 12, 2017 from 4:30 to 7:30 p.m. for a graduate level class.

Motion carried by unanimous roll call vote.

H. SPECIAL EDUCATION / OTHER INFORMATION

- Motion made by Mrs. Dufner and seconded by Eller to accept comprehensive (student and) staff attendance data (with all fire drill reports, *if applicable*) for the month of August, 2017.

Motion carried by unanimous roll call vote.

•SUPERVISOR OF INSTRUCTION’S REPORT – Curriculum & Instruction

Memorial School-Mr. Jenkins- Student transition between Taylor to memorial has been a smooth one/Working with Mr. Butler to start up the “Morning Math” instruction at 7:40am to 8:05am

•PRINCIPAL’S REPORT

Taylor Street School-Mrs. Koeppen- Teachers have embraced the new changes and lots of creativity is flowing at Taylor Street School.

•SUPERINTENDENT/PRINCIPAL’S REPORT

District- Mrs. Nassry- during “In-Service” teachers were introduced to Safe Schools Online Training Program and most teachers have already completed their first round of training. All 5th grade students have been assigned a laptop and have already begun working on reading and math programs.

Mr. Rozsa went over the numbers with the board for a future referendum. State will pay 47.2% for renovations and only 20% for new construction. He also said we had an excellent opening to the school year.

•EXECUTIVE REPORT (District-wide, discussion, as necessary) N/A

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Adjournment

At 8:06 P.M motion was introduced by Mrs. Eller and seconded by Mrs. Moore granting approval to adjourn the meeting.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator