

**Washington Borough Board of Education**  
**March 19, 2018**

The Washington Borough Board of Education convened in regular session at 7:30 P.M. on Monday, March 19, 2018 at the Memorial School. The meeting was called to order by the President; Mrs. Moore 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. Moore
- Mr. Howley
- Mrs. Eller
- Mrs. Dufner
- Mrs. Del Salto
- Mr. Freda

**The following members were absent:**

- Mrs. Wydner
- Mr. Hartl
- Mrs. Vitalos

**Also, Present:**

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

**Public Present:** Mrs. Kaspereen & Parent

**FLAG SALUTE** –Mrs. Moore (Start at 7:31 P.M.)

**ROLL CALL** – Mr. Mantz

**Washington Borough Board of Education  
Regular Meeting –March 19, 2018**

**APPROVAL OF MINUTES – Regular Meeting – February 12, 2018**

Motion made by Mrs. Eller and seconded by Mr. Howley granting approval of the Regular Minutes on February 12, 2018.

**Motion carried by voice vote all voting affirmative.**

**APPROVAL OF MINUTES – Executive Session – February 12, 2018**

Motion made by Mrs. Eller and seconded by Mrs. Moore granting approval of the Executive Session Minutes on February 12, 2018.

**Motion carried by voice vote all voting affirmative.**

**CORRESPONDENCE**

**PUBLIC PARTICIPATION** – Mrs. Kaspereen asked if the school district can add a card swipe for teachers on the parking lot side. Mrs. Nassry told her that we'd look into it.

**A. BUILDING LEVEL – (Memorial, Taylor)**

- Motion made by Mrs. DelSalto and seconded by Mr. Howley to accept the 2/13/18 through 3/19/18 Harassment-Intimidation-Bullying Incident/Report as provided by the Superintendent of Schools.

**Motion carried by unanimous roll call vote.**

**B. CURRICULUM / TECHNOLOGY-Articulation meeting at Warren Hills.**

**C. CO-CURRICULAR / ACTIVITIES-Annie the Musical took place last week. Belvidere hosting the Forensics Tournament this year.**

**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 February, 2018, and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of February 28, 2018, 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.**

- 2.** Discussion, as needed followed by a motion made by Mrs. Eller and seconded by Mrs. Moore 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.**

**Washington Borough Board of Education  
Regular Meeting –March 19, 2018**

3. Motion made by Mr. Freda and seconded by Mr. Howley to approve the resolution binding the Washington Borough School District to purchase natural gas services through the alliance for competitive energy services (Aces) Bid Cooperative Pricing System per the attachment.

**Motion carried by unanimous roll call vote.**

4. Motion made by Mrs. Dufner and seconded by Mrs. Eller to approve the resolution binding the Washington Borough School District to purchase electric generation services through the alliance for competitive energy services (Aces) Bid Cooperative Pricing System per the attachment.

**Motion carried by unanimous roll call vote.**

5. Motion made by Mr. Howley and seconded by Mr. Freda to approve the tentative 2018-2019 school district budget as follows;

BE IT RESOLVED that the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	Budget	Local Tax Levy
General Fund	\$8,614,690	\$5,054,235
Special Revenue Fund	270,522	
Debt Service Fund	198,664	198,663
Total Base Budget	\$9,083,876	\$5,252,898

BE IT FURTHER RESOLVED, that a public hearing be held on May 7, 2018 at the Memorial School for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

BE IT RESOLVED that the Washington Borough Board of Education includes in the proposed budget the adjustment for the use of banked cap in the amount of \$160,350. The additional funds are included in the base budget and will be used for extensive maintenance projects at the Taylor Street School. The said need will be completed by the end of the 2018-19 budget year and will not be deferred or incrementally completed over a longer period of time.

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

**Washington Borough Board of Education  
Regular Meeting –March 19, 2018**

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.**

**E. LEGAL / LEGISLATIVE ISSUES**

**F. PERSONNEL**

1. Comprehensive motion made by Mrs. Eller and seconded by Mr. Howley – 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 Mr. Howley and seconded by Mrs. Eller to accept with regret the resignation from Mrs. Lindsay Hay effective June 30, 2018

**Motion carried by unanimous roll call vote.**

**G. PLANT**

**H. SPECIAL EDUCATION / OTHER INFORMATION**

1. Motion made by Mrs. DelSalto and seconded by Mr. Howley to accept comprehensive (student and) staff attendance data (with all fire drill reports, *if applicable*) for the month of February 2018.

**Motion carried by unanimous roll call vote.**

2. Motion made by Mrs. Dufner and seconded by Mrs. Eller to approve a joint transportation agreement with the Sussex County Regional Transportation Cooperative for the 2018-2019 school year with an Administrative Fee of 4%.

**Motion carried by unanimous roll call vote.**

**Washington Borough Board of Education  
Regular Meeting –March 19, 2018**

- SUPERVISOR OF INSTRUCTION’S REPORT – Curriculum & Instruction** - Memorial School (Mr. E. Jenkins) PARCC update-95% of students must take test otherwise district can face penalties. Only seven students have opted out of the test.
- PRINCIPAL’S REPORT** – Taylor Street School (Mrs. S. Koeppen)
- SUPERINTENDENT/PRINCIPAL’S REPORT** – District (Mrs. J. Nassry) WCSSSD no longer hosting educational programs.

**EXECUTIVE SESSION**

At 7:57P.M. a motion was introduced by Mrs. Moore and seconded by Mrs. Dufner 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 8:22 P.M. motion was introduced by Mrs. Eller and seconded by Mrs. Dufner granting approval to reconvene the meeting in regular session.

**Motion carried by unanimous voice vote.**

**Adjournment**

At 8:23 P.M motion was introduced by Mrs. Dufner and seconded by Mrs. Eller granting approval to adjourn the meeting.

**Motion carried by unanimous voice vote.**

Respectfully submitted,

Tim Mantz  
Business Administrator

