

**Washington Borough Board of Education**  
**August 27, 2018**

The Washington Borough Board of Education convened in regular session at 7:30 P.M. on Monday, August 27, 2018 at the Memorial School. The meeting was called to order by the Vice-President; Mrs. Vitalos 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. Vitalos
- Mr. Howley
- Mrs. Dufner
- Mrs. Eller
- Mrs. Del Salto
- Mr. Freda

**The following members were absent:**

- Mrs. Moore
- Mrs. Wydner
- Mr. Hartl

**Also, Present:**

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

**Public Present:** Mrs. Kaspereen

**FLAG SALUTE** –Mrs. Vitalos (Start at 7:30 P.M.)

**ROLL CALL** – Mr. Mantz

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**APPROVAL OF MINUTES – Regular Meeting-July 9, 2018**

Motion made by Mrs. Eller and seconded by Mr. Howley granting approval of the Regular Minutes on July 9, 2018.

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

**APPROVAL OF MINUTES – Executive Session – July 9, 2018**

Motion made by Mrs. Eller and seconded by Mr. Howley granting approval of the Regular Minutes on July 9, 2018.

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

**CORRESPONDENCE**

**PUBLIC PARTICIPATION** – Mrs. Kaspereen said the WEA had a welcome back staff & new WEA members luncheon on August 20<sup>th</sup>.

**Parette-Somjen Architects – Capital Improvement Plan presented to the Board of Ed.**

**Mr. Earl Jenkins PARCC Scores-Positive results across all grade levels and subjects**

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

**1a.** Motion made by Mrs. Del Salto and seconded by Mrs. Eller to approve submission to the N.J. Department of Education our School-Level Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights (7/1/17-6/30/18) for Memorial School.

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

**2a.** Motion made by Mrs. Dufner and seconded by Mrs. Del Salto to approve submission to the N.J. Department of Education our School-Level Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights (7/1/17-6/30/18) for Taylor Street School.

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

**B. CURRICULUM / TECHNOLOGY**

• Motion made by Mrs. Eller and seconded by Mrs. Vitalos to approve submission of our Comprehensive Equity Plan Annual Statement of Assurance for the 2018-2019 school year.

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

**C. CO-CURRICULAR / ACTIVITIES**

**D. FINANCE / BUDGET**

• **Motion of consent made by Mr. Freda and seconded by Mrs. Eller for items 1 – 6**

**1a.** Motion 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 July, 2018, and further that, in compliance with NJAC 6A:23A-16.10(c)4, the Board of Education certifies that as of July 31, 2018, after review of the secretary's monthly financial report and upon consultation with the appropriate district officials, to the

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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.

- 1b.** Discussion, as needed followed by a motion 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.
- 2a.** Motion to approve a student breakfast price of \$1.00 for the 2018-2019 school year.
- 2b.** Motion to approve a student lunch price of \$2.90 and milk price of \$.50 for the 2018-2019 school year, adult lunch price of \$3.40.
- 3.** Motion to approve the agreement between the Washington Borough Board of Education and E-Rate Partners, LLC to provide E-rate consulting services for School Funding Year 2019 (July 1, 2019 – June 30, 2020) at an annual cost of \$1,400.00.
- 4.** Motion to approve an interlocal services agreement with the Township of Washington for a School Resource Officer for the period of September 2018 through June, 2023.
- 5.** Motion to approve Learning Sciences International Marzano evaluation package in the amount of \$4,000.00.
- 6.** Motion to approve WeatherWorks Shared Service for the period 7/1/18 through 6/30/19 in the amount of \$255.72.

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

**E. LEGAL / LEGISLATIVE ISSUES**

**• Motion of consent made by Mrs. Vitalos and seconded by Mr. Freda for items 1 – 11**

- 1.** Motion to approve for a 2<sup>nd</sup> and final Reading, Policy 1550, Administration, Equal Employment/Anti-Discrimination Practices (Revised) **Mandated**
- 2.** Motion to approve for a 2<sup>nd</sup> and final Reading, Policy 5350, Students, Student Suicide Prevention (Revised) **Mandated**
- 3.** Motion to approve for a 2<sup>nd</sup> and final Reading, Policy 5533, Students, Student Smoking (Revised) **Mandated**
- 4.** Motion to approve for a 2<sup>nd</sup> and final Reading, Policy 5535, Students, Passive Breath Alcohol Sensor Device (Revised) **Suggested**

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5. Motion to approve for a 2<sup>nd</sup> and final Reading, Policy 5561, Students, Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (Revised) **Mandated**
6. Motion to approve for a 2<sup>nd</sup> and final Reading, Policy 8462, Operations, Reporting Potentially Missing or Abused Children (Revised) **Mandated**
7. Motion to approve for a 2<sup>nd</sup> and final Reading, Policy 8561, Operations, Procurement Procedures for School Nutrition Programs (New) **Recommended**
- 8a. Motion to approve for a 1<sup>st</sup> Reading, Policy 1613, Administrations, Disclosure and Review of Applicant's Employment History (New) **Mandated**
- 8b. Motion to approve for a 1<sup>st</sup> and only Reading, Regulation 1613, Administrations, Disclosure and Review of Applicant's Employment History (New) **Mandated**
9. Motion to approve for a 1<sup>st</sup> Reading, Policy 5512, Students, Harassment, Intimidation, and Bullying (HIB) (Revised) **Mandated**  
**FYI Regulation 5512 is abolished**
- 10a. Motion to approve for a 1<sup>st</sup> Reading, Policy 5561, Students, Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (Revised) **Mandated**
- 10b. Motion to approve for a 1<sup>st</sup> and only Reading, Regulation 5561, Students, Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (Revised) **Mandated**
11. Motion to approve for a 1<sup>st</sup> Reading, Policy 8561, Operations, Procurement Procedures for School Nutrition Programs (Revised) **Mandated**  
**Motion carried by unanimous roll call vote.**

**F. PERSONNEL**

- **Motion of consent made by Mrs. Vitalos and seconded by Mrs. Del Sato for items 1 – 6**
- 1. Motion to approve Eben Loudin as the district's first grade, in-class resource teacher for the 2018-2019 academic year at a salary of \$49,215 (Step 0, BA) on the W.E.A. salary guide, with single benefits.
- 2. Motion to approve Rebecca Copenhaver as a part-time paraprofessional for the 2018-19 school year at a rate of \$19.84 per hour not to exceed 29 hours per week.
- 3. Motion to approve Amanda Knight-Kerns as a part-time paraprofessional for the 2018-19 school year at a rate of \$19.84 per hour not to exceed 29 hours per week. (resume hand carried)

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4. Motion to approve our 2018-2019 Substitute Staff List as per the enclosure.
5. Motion to approve our 2018-2019 (annual) Full-time School Principal Waiver Request.
6. Motion to approve the Job Descriptions of Assistant Board of Education Secretary and Clerk and Education Facilities Manager.  
**Motion carried by unanimous roll call vote.**

**G. PLANT**

**H. SPECIAL EDUCATION / OTHER INFORMATION**

- **Motion of consent made by Mr. Howley and seconded by Mr. Freda for items 1 – 13**
  1. Motion to accept comprehensive (student and) staff attendance data (with all fire drill reports, *if applicable*) for the month of July, 2018.
  2. Motion to establish a Special Education Program Behavioral Disabilities at the Memorial School campus in accordance with New Jersey Administrative Code (N.J.A.C.) 6A:14, Special Education and N.J.A.C. 6A:26, Educational Facilities.
  3. Motion to retroactively approve holding a Special Education Behavior Disabilities Extended-School Program, entitled Jump Start, 8/27/18-8/30/18, 9:00 -11:30.
  4. Motion to retroactively approve Mrs. Samantha Richards to teach the BD Jump Start program at a rate of \$34.00 per hour; Tracey Mazuca, para at a rate of \$19.84 per hour, neither to exceed 10 hours.
  5. Motion to approve a memorandum of agreement with the Warren County Special Services School District to provide for a Speech, Occupational and Physical Therapist for the time period of September 1, 2018 through June 30, 2021 at an hourly rate of \$85 and a rate of \$450 per evaluation.
  6. Motion to approve a memorandum of agreement with the Warren County Special Services School District for a Behaviorist for the time period of September 1, 2018 through June 30, 2021 at a rate of \$85 per hour not to exceed 6.5 hours per week.
  7. Motion to approve a service contract with the State of New Jersey Department of Human Services Commission for the Blind and visually Impaired for education level 4 services during the 2018-2019 school year at an annual cost of \$14,300.
  8. Motion to establish a District Wide Special Education Program, In-Class Replacement (ICR) in accordance with New Jersey Administrative Code (N.J.A.C.) 6A:14, Special Education and N.J.A.C. 6A:26, Educational Facilities.

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9. Motion to approve placement of the identified student in the Warren Hills Regional School District's autistic program for the 2018-19 school year at an annual tuition of \$46,000.
10. Motion to approve Kyla Tietz as a personal aide for the identified student for the 2018-19 school year at a rate of \$25.46 per hour not to exceed 29 hours per week.
11. Motion to approve Nancy Turello as a personal aide for the identified student for the 2018-19 school year at a rate of \$21.41 per hour not to exceed 29 hours per week.
12. Motion to approve Andrea Biasi as a personal aide for the identified student for the 2018-19 school year at a rate of \$23.94 per hour not to exceed 29 hours per week.
13. Motion to approve Stephanie Mathews as a personal aide for the identified student for the 2018-19 school year at a rate of \$23.94 per hour not to exceed 29 hours per week.

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

•**SUPERVISOR OF INSTRUCTION'S REPORT – Curriculum & Instruction** - Memorial School -Mr. E. Jenkins-Reported at the beginning of the meeting.

•**PRINCIPAL'S REPORT** – Taylor Street School (Mrs. S. Koeppen)-Many improvements made at Taylor. Teachers are energized and positive about the progress made to the building this summer. Jump start program starts this week.

•**SUPERINTENDENT/PRINCIPAL'S REPORT** – District (Mrs. J. Nassry) Prepared to welcome staff next Tuesday. Mrs. Nassry thanked Mr. Jenkins for all the time he spent on the PARCC exam. Teachers will start creating individualized improvement plans.

**EXECUTIVE SESSION**

At 8:04 P.M. a motion was introduced by Mrs. Eller and seconded by Mrs. Del Salto 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)

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(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 8:18 P.M. motion was introduced by Mrs. Vitalos and seconded by Mrs. Dufner granting approval to reconvene the meeting in regular session.

**Motion carried by unanimous voice vote.**

**Adjournment**

At 8:19 P.M motion was introduced by Mrs. Vitalos and seconded by Mrs. Eller granting approval to adjourn the meeting.

**Motion carried by unanimous voice vote.**

Respectfully submitted,

Tim Mantz  
Business Administrator