

WASHINGTON BOROUGH BOARD OF EDUCATION
Reorganization and Regular Meeting Minutes – January 7, 2019 at 7:30 p.m.
Approved on February 11, 2019

I. INTRODUCTORY ITEMS

CALL TO ORDER:

Business Administrator, Tim Mantz called the meeting to order at 7:30p.m. and asked everyone to please stand for the Pledge of Allegiance.

OPEN PUBLIC MEETINGS ACT:

Tim Mantz read the following statement:

The New Jersey Open Public Meetings Act was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is either discussed or acted upon. The Board has fully complied with the notice requirements by advertising in The Express Times posting publicly and by notifying the Municipal Clerk of the date, time and place of the meeting.

ROLL CALL

Present

Vice-President, Melissa Vitalos
Bartley Howley
Kristen Dufner
Lisa Eller
Ana Del Salto
Carmine Freda
Adam Robinson

Absent

Connor Hartl
Michele Wydner

Others Present

Jackie Nassry, Superintendent
Tim Mantz, School Business Administrator
Sherry Koeppen, Principal
Earl Jenkins, Supervisor of Instruction
Florence Dolobach, Assistant to the Business Administrator

II. ANNUAL SCHOOL ELECTION RESULTS – NOVEMBER 6, 2018

The Board Secretary will announce the results of the annual school election.

School Board Members were elected as follows;

Three year term

Adam Robinson
Kristen Dufner
Melissa Vitalos

III. OATH OF OFFICE

Newly elected board members take the oath of office.

The Board Secretary will review N.J.A.C. 6A:23-2-11c.4 and the procedures to be followed in the event of over expenditure of funds. The board will discuss N.J.A.C. 6A:30, the School Ethics Act.

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IV. NOMINATION FOR SCHOOL BOARD PRESIDENT

Mr. Mantz invited nominations from the floor for the office of School Board President.

Melissa Vitalos nominated Bart Howley.

Hearing only one nomination, a motion was made by Ana Del Salto, seconded by Kristen Dufner, to close nominations for School Board President and elect Bart Howley as School Board President.

Motion carried by unanimous voice vote.

V. NOMINATIONS FOR SCHOOL BOARD VICE PRESIDENT

Mr. Mantz invited nominations from the floor for the office of School Board Vice President.

Lisa Eller nominated Melissa Vitalos.

Hearing only one nomination, a motion was made by Lisa Eller, seconded by Bart Howley, to close nominations for School Board Vice-President and elect Melissa Vitalos as School Board Vice-President.

Motion carried by unanimous voice vote.

VI. REORGANIZATION MOTIONS AND APPOINTMENTS:

A. Reorganization Motions

Motion made by Bart Howley, seconded by Lisa Eller, to adopt reorganization motions number 1 through 2 as a slate.

1. To establish the 2019 annual meeting calendar as presented.
2. To adopt and ratify as our own, the actions taken by the outgoing Board of Education on this date of December 31, 2018.

Returned to Regular board meeting

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VII. PRESENTATION

None

VIII. COMMUNICATIONS TO THE BOARD

None

IX. ADMINISTRATIVE REPORTS

Mr. Jenkins: Supervisor of Instruction

Three events going on at Memorial this month: Spelling Bee will be held tomorrow regardless of a snow delay; Geography Bee will be on January 22nd at 1:15 and the LEAD program will begin January 23rd and run for 9 -10 weeks.

Mrs. Koeppen: Principal/CST

Concert was cancelled due our music teacher being ill but was rescheduled without any issues. Preschool was relaunched and very happy with the preschool team. Some wrinkles to be ironed out before the end of the year.

Mrs. Nassry: Superintendent

We had our visit from the county office for our DIP (District Improvement Plan). Instruction and Programming have been successful, and we have met our goals the year. We received an 81% in QSAC.

X. PUBLIC COMMENT:

Mrs. Kaspereen said the preschool team worked very hard over winter break to organize and get the classroom ready for the first day. She very grateful for the opportunity to be part of the preschool team.

XI. ACTION ITEMS: Superintendent's Recommendations

CONSENT AGENDA: Matters listed within the consent agenda have been referred to members of the Board of Education for reading and study are considered to be routine and will be enacted by one motion.

A. Consent Agenda Motion: BOARD AFFAIRS

Motion made by Lisa Eller, seconded by Ana Del Salto, to approve the following board affairs agenda item **1.1 through 1.5**.

Motion carried by unanimous roll call vote.

1.1 To approve the minutes of December 10, 2018 regular meeting.

1.2 To approve the minutes of December 10, 2018 executive session.

1.3 To approve the NJQSAC/DIP results to reflect DPR Area, Instruction and Program Score of 81%.

1.4 To except the enclosed resignation from Michelle Wydner.

1.5 To except the enclosed resignation from Connor Hartl.

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B. Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Melissa Vitalos, seconded by Lisa Eller, to approve the following business affairs agenda item **2.1 through 2.3**.

Motion carried by unanimous roll call vote.

- 2.1** To approve, on the recommendation of the Superintendent, the acceptance of the financial reports of the Board Secretary and the Treasurer for the month of December, 2018 and further that, in compliance with N.J.A.C. 6A:23A-16,10(c)f, The Board of Education certifies that as of December 31, 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) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (to be hand carried)
- 2.2** To approve the January 7, 2019 current expense food service and regular account bill list.
- 2.3** To approve budget transfers as presented.

C. Consent Agenda Motion : PERSONNEL AFFAIRS

Motion made by Lisa Eller, seconded by Carmine Freda, to approve the following personnel affairs agenda item **3.1 through 3.5**.

Motion carried by unanimous roll call vote.

- 3.1** To accept comprehensive student and staff attendance data (*with all fire drill reports, if applicable*) for the Month of December 2018.
- 3.2** To approve Ms. Julianne Wildrick effective December 26, 2018 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.
- 3.3** To approve Ms. Mary Lynn Orchard effective December 26, 2018 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.
- 3.4** To approve Mrs. Heather Dominguez as substitute secretary for the 2018-2019 academic year
- 3.5** To approve the enclosed list of workshops for staff from September 5 through those listed on the attachment that includes staff member's name, said workshop name with location, date and cost of workshop and mileage as applicable.

D. Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Bart Howley, seconded by Lisa Eller, to approve the following school affairs agenda item **4.1**

Motion carried by unanimous roll call vote.

- 4.1** To affirm the administrative decision to revise the 2018-2019 school calendar due to the unexpected school closing on Friday, November 16, 2018 for inclement weather that school will now be in session on Friday, February 15, 2019 and compressed schedules and conferences will be held on February 13, 14, and 15, 2019.

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XII. EXECUTIVE SESSION:

Motion made by Melissa Vitalos, seconded by Lisa Eller, to adopt the following resolution to enter into executive session at 7:41 p.m.

Motion carried by unanimous voice vote.

This executive session is expected to last about 5 minutes. The general nature of the subject matter to be discussed is Personnel.

It is anticipated that no action pursuant to this executive session will be taken.

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Washington Borough Board of Education, County of Warren, State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the specified subject matter.
2. It is anticipated at this time that the above stated subject matter will be made public upon resolution of all information discussed.
3. This Resolution shall take effect immediately.

Motion made by Lisa Eller, seconded by Ana Del Salto, to exit out of executive session at 7:43 p.m.

Motion carried by unanimous voice vote.

VIII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:44 p.m. on a motion by Melissa Vitalos, seconded by Lisa Eller.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary