

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

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Bart Howley called the meeting to order at 7:31p.m. and asked everyone to please stand for the Pledge of Allegiance.

OPEN PUBLIC MEETINGS ACT:

Bart Howley 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

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

Absent

Kristen Dufner

Others Present

Jackie Nassry, Superintendent
Tim Mantz, School Business Administrator
Sherry Koeppen, Principal
Florence Dolobach, Assistant to the Business Administrator

II. PRESENTATION

None

III. COMMUNICATIONS TO THE BOARD

Holly Masenior

IV. ADMINISTRATIVE REPORTS

Mr. Jenkins: Supervisor of Instruction -N/A

Mrs. Koeppen: Principal/CST

Thanked Flo for organizing all the work done on the faculty bathroom. Kindness and Story Telling week at Taylor. 100 Days should be tomorrow but might be delayed due to weather.

Mrs. Nassry: Superintendent

The district will be closed tomorrow due to the impending storm. There's some confusion with a delay on Wednesday. A blackboard message went out if there is a delay on Wednesday then the

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day will go to a full day instead of the scheduled early dismissal. Our projected last day of school will be on June 13th.

V. PUBLIC COMMENT:

Mrs. Kaspereen said the buzz at Taylor is all about the refurbished faculty bathroom and the new first floor lights.

VI. 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 Melissa Vitalos, seconded by Lisa Eller, 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 January 7, 2019 regular meeting.
- 1.2 To approve the minutes of January 7, 2019 executive session.
- 1.3 To entertain the first reading of Policy 5511, Dress and Grooming.
- 1.4 To entertain the first and only reading of Regulation 5511, Dress and Grooming.
- 1.5 To appoint Holly Masenior to a one-year term board member.

Holly Masenior was sworn into office.

B. Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Lisa Eller, seconded by Ana Del Salto, to approve the following business affairs agenda item **2.1 through 2.8**

Motion carried by roll call vote. All members voted in the affirmative with Carmine Freda and Bart Howley abstaining from motion 2.6.

- 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 January, 2019 and further that, in compliance with N.J.A.C. 6A:23A-16,10(c)f, The Board of Education certifies that as of January 31, 2019, 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 February 11, 2019 current expense food service and regular account bill list.

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- 2.3 To approve the district’s participation in the NJ Child Assault Prevention Program at a cost not to exceed \$518.40.
- 2.4 To approve to submit the New Jersey Tiered System of Supports for Early Reading (NJTSS-ER) grant.
- 2.5 To accept the Comprehensive Annual Financial Report (CAFR) and the Auditor’s Management Report on Administrative Findings for the Year Ending June 30, 2018 and order that a copy be filed in the business office and with the New Jersey Department of Education.

To acknowledge that there were no audit recommendations under the following headings and to approve the corrective action plan.

Audit for Year Ending June 30, 2018
Schedule of findings of Non-Compliance
Summary of Recommendations

1. Administrative Practices and Procedures	None
2. Financial Accounting and Reporting	None
3. School Purchasing Programs	None
4. School Food Service	None
5. Student Body Activities	None
6. Applications for State School Aid	None
7. Pupil Transportation	None
8. Facilities and Capital Assets	None
9. Miscellaneous	None
10. Follow-up on prior year findings	None

- 2.6 To approve the Collective Negotiation Agreement between the Washington Borough Board of Education and the Washington Education Association for the time period of July 1, 2018 through June 30, 2021.
- 2.7 To approve a professional services contract with Parette Somjen Architects for the 1995 roof replacement project at the Washington Memorial School at a fixed cost of \$22,800 for professional services and a lump sum of \$1,100 for reimbursable expenses.
- 2.8 To approve the 2019-2022 Preschool Expansion Aide Three-year Preschool Education Plan.

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 **3.10**

Motion carried by unanimous roll call vote.

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- 3.1 To accept comprehensive student and staff attendance data (*with all fire drill reports, if applicable*) for the Month of January, 2019.
- 3.2 To approve Melissa Brown as our District Master Preschool Teacher to remain compliant with regulations of the Department of Education’s Preschool Education Expansion Aid Grant Program at a stipend of \$1000.
- 3.3 To approve Crystal Donovan effective March 11, 2019 as a long-term substitute teacher covering Mrs. Richards’ position through June 30, 2019 at a prorated salary of \$49,215 (Step 1 BA) on the W.E.A. salary guide.
- 3.4 To approve Diane Koscinski, COTA for an OT observation on 2/1/19.
- 3.5 To approve a COTA, to shadow with J&B occupational therapists, effective 1/11/19 through 6/30/19.
- 3.6 To approve Daniellle Tornillo, a Centenary University student, to conduct classroom observations in Grade 2.
- 3.7 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.
- 3.8 To approve Carmella Amerise, a Centenary University student, to conduct classroom observations in Grade 2.
- 3.9 To approve Brian Butler as a substitute teacher for the district effective March 1, 2019.
- 3.10 To approve Antoinette Taylor as a substitute teacher for the district.

D. Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Melissa Vitalos, seconded by Lisa Eller, to approve the following school affairs agenda item **4.1 through 4.6**.

Motion carried by unanimous roll call vote.

- 4.1 To affirm the administrative decision regarding the following HIB cases: System assigned incident #6.
- 4.2 To approve our annual Memorandum of Agreement between Education and (Local) Law Enforcement for school year 2018-2019.
- 4.3 To approve the use of our Memorial Butterfly Garden for the Karen Ann Quinlan Hospice Butterfly Release Celebration on Saturday, June 8, 2019, from 9:00 a.m. to 1:00 p.m.
- 4.4 To retroactively approve home instruction to January 30, 2019 for one sixth grade student, \$34.00 per hour not to exceed 10 hours per week.
- 4.5 To retroactively approve home instruction to January 23, 2019 for one kindergarten student, \$34.00 per hour not to exceed 10 hours per week.
- 4.6 To affirm the administrative decision to revise the 2018-2019 school calendar due to the unexpected school closing on Tuesday, January 29, 2019 for inclement weather that school will now be in session on Wednesday, April 24, 2019.

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VII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:43 p.m. on a motion by Lisa Eller, seconded by Carmin Frede.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Business Administrator/ Board Secretary