

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING**  
**April 29, 2019**  
**Agenda**

**I. INTRODUCTORY ITEMS**

A. Call the meeting to order

B. Flag Salute

C. Reading of the Notice of Public Meeting

The New Jersey Open Public Meeting 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 meeting.

D. Roll Call

Ana Del Salto	_____	Bartley Howley	_____
Kristen Dufner	_____	Holly Masenior	_____
Lisa Eller	_____	Adam Robinson	_____
Carmine Freda	_____	Melissa Vitalos	_____

**II. PRESENTATIONS**

**III. COMMUNICATIONS TO THE BOARD**

**IV. ADMINISTRATIVE REPORTS**

Mr. Jenkins: Supervisor of Instruction

Mrs. Koeppen: Principal/CST

Mrs. Nassry: Superintendent

**V. PUBLIC COMMENT**

**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 \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following board affairs agenda item **1.1 through 1.25**.

1.1 To approve the minutes of March 11, 2019 regular meeting.

1.2 To approve the minutes of April 8, 2019 special meeting.

**WASHINGTON BOROUGH BOARD OF EDUCATION  
REGULAR SCHOOL BOARD MEETING**

**April 29, 2019**

**Agenda**

- 1.3 To entertain the second reading of Bylaw 0141.1 Board Member and Term (Revised)
- 1.4 To entertain the second reading of Bylaw 0141.2 Board Member and Term (Revised)
- 1.5 To entertain the second reading of Policy 2422 Health and Physical Education (Rev)
- 1.6 To entertain the second reading of Policy 2431.3 Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities (Rev)
- 1.7 To entertain the second reading of Policy 2610 Educational Program Evaluation (Rev)
- 1.8 To entertain the second reading of Policy 5111 Eligibility of Resident/Nonresident Students (Revised)
- 1.9 To entertain the second reading of Policy 5330.04 Administering an Opioid Antidote (Revised)
- 1.10 To entertain the second reading of Policy 5337 Service Animals (Revised)
- 1.11 To entertain the second reading of Policy 5756 Transgender Students (Revised)
- 1.12 To entertain the second reading of Policy 7440 School District Security (Revised)
- 1.13 To entertain the second reading of Policy 8561 Procurement Procedures for School Nutrition Programs (Revised)
- 1.14 To entertain the second reading of Policy 8860 Memorials (Revised)
- 1.15 To entertain the second reading of Policy 2415.06 Unsafe School Choice Option (Revised)
- 1.16 To entertain the second reading of Policy 5600 Student Discipline/Code of Conduct (Revised)
- 1.17 To entertain the second reading of Policy 5611 Removal of Students for Firearms Offenses (Revised)
- 1.18 To entertain the second reading of Policy 5612 Assaults on District Board of Education Members or Employees (Revised)
- 1.19 To entertain the second reading of Policy 5613 Removal of Students for Assaults with Weapons Offenses (Revised)
- 1.20 To entertain the second reading of Policy 8461 Reporting Violence, Vandalism, harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (Revised)
- 1.21 To entertain the first and only reading of Regulation 2260, Affirmative Action Program for School and Classroom Practices.
- 1.22 To entertain the first and only reading of Regulation 5750, Equal Educational Opportunity.
- 1.23 To entertain the first and only reading of Regulation 5751, Sexual Harassment.
- 1.24 To entertain the first reading of Policy 4240, Employee Training.
- 1.25 To entertain the first and only reading of Regulation 4240, Employee Training.

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING**  
**April 29, 2019**  
**Agenda**

ROLL CALL VOTE

Del Salto	Dufner	Eller
Freda	Masenor	Robinson
Vitalos	Howley	

**B. Consent Agenda Motion: BUSINESS AFFAIRS**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following business affairs agenda item **2.1** through **2.12**.

- 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 March, 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 March 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 April 29, 2019 current expense food service and regular account bill list.
- 2.3 To approve budget transfers as presented
- 2.4 To approve a joint transportation agreement with the Sussex County Regional Transportation Cooperative for the 2019-2020 school year with an administrative Fee of 4%.
- 2.5 To approve the related services memorandum of agreement with the Warren County Special Services School District for the 2019-20 school year.
- 2.6 To approve a contract with the State of New Jersey Department of Human Services Commission for the Blind and Visually Impaired to provide Education Level 3 services for the identified student for the 2019-20 school year at a cost of \$12,600.
- 2.7 To approve the Toilet Room Facilities for Early Intervention Classrooms for the 2018-2019 school year.
- 2.8 To approve the amendment to the WEA proposed contract Article IV Teacher Work Year (B) Scheduling to read “1) The teachers’ full day schedule shall consist of six (6) hours and fifty (50) minutes on **Mondays** and seven (7) hours Tuesday-Friday”.
- 2.9 To approve the 2019-2020 school district budget as follows:

BE IT RESOLVED to approve the 2019-2020 school district budget as follows:

**WASHINGTON BOROUGH BOARD OF EDUCATION  
REGULAR SCHOOL BOARD MEETING  
April 29, 2019  
Agenda**

	Budget	Local Tax Lev
General Fund	\$8,826,216	\$5,155,320
Special Revenue Fund	683,087	
Debt Service Fund	190,288	190,288
Total Base Budget	\$9,699,591	\$5,345,608

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

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.

- 2.10. To approve a Delta Dental coverage rate renewal of 3% for the period of 7/1/19 through 6/30/21.

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING**  
**April 29, 2019**  
**Agenda**

2.11 To award a contract for Partial Roof Replacement

WHEREAS, pursuant to N.J.S.A. 18A:18A-1, et seq. the Washington Borough Board of Education ("Board") advertised and solicited bids for Partial Roof Replacement; and

WHEREAS, the Board received bids from the following:

Strober-Wright Roofing, Inc.	\$256,250.00
Laumar Roofing, Inc.	\$330,000.00
S J. Carney Roofing & Maintenance, Inc.	\$355,000.00

WHEREAS, the lowest bid received was from Strober-Wright Roofing in the amount of \$256,250.00; and

WHEREAS, the Project Architect has reviewed the bids and recommends awarding the project to Strober-Wright Roofing, Inc.; and

WHEREAS, the Board Attorney has reviewed the bids for legal sufficiency and has determined that Strober-Wright Roofing has submitted all of the required documents and materials and is therefore the lowest responsible and responsive bidder.

NOW, THEREFORE BE IT RESOLVED, by the Washington Borough Board of Education that a contract is hereby awarded to Strober-Wright Roofing, Inc. in the amount of \$ 256,250.00 for the Partial Roof Replacement at Memorial School.

BE IT FURTHER RESOLVED that Board staff and professionals are directed and empowered to take any actions necessary to effectuate the provisions of this resolution.

BE IT FURTHER RESOLVED that Tim Mantz, School Business Administrator, is hereby authorized to execute all change orders and such other documents as may be required to effectuate the provisions of this resolution and the contract to be entered into between the Board and Strober-Wright Roofing, Inc. Additionally, the Business Administrator verifies that funds are available for this project in the FY 2018-2019 Budget utilizing funds from the Board's Maintenance Expenditure Account.

2.12 To approve a tuition contract for placement of the identified student DLC New Providence Extended-School Program, 6/26, 6/27, 6/28/19, tuition not to exceed \$1542. plus transportation.

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING**  
**April 29, 2019**  
**Agenda**

ROLL CALL VOTE

Del Salto	_____	Dufner	_____	Eller	_____
Freda	_____	Robinson	_____	Vitalos	_____
Howley	_____				

**Consent Agenda Motion: PERSONNEL AFFAIRS**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following personnel affairs agenda item **3.1** through **3.8**.

- 3.1 To accept comprehensive student and staff attendance data *(with all fire drill reports, if applicable)* for the Month of March, 2019.
- 3.2 To approve Ms. Erica Russell to move from Step 4B (\$53,700) to Step 4B+15 (\$54,300). on the W.E.A. salary guide effective May 15, 2019.
- 3.3 To approve Mrs. Denise DeMasi as mentor to Mrs. Allison Chatel as per legislation N.J.A.C. 6A:9B-8.9; N.J.A.C. 6A:9C-4.2(b) 6; N.J.A.C. 6A:9C-5.3.
- 3.4 To approve to advertise for a school nurse vacancy.
- 3.5 To approve Jessica Nissen as a substitute teacher for remainder of the 2018-2019 academic year pending receipt of substitute credentials.
- 3.7 To approve with regret the retirement from Mrs. Cynthia Benvenuto effective June 30, 2019.
- 3.8 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.

ROLL CALL VOTE

Del Salto	_____	Dufner	_____	Eller	_____
Freda	_____	Robinson	_____	Vitalos	_____
Howley	_____				

**C. Consent Agenda Motion: SCHOOL AFFAIRS**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following school affairs agenda item **4.1** through **4.3**.

- 4.1 To affirm the administrative decision regarding the following HIB cases: System assigned incident #8, 9, and 10.

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING**  
**April 29, 2019**  
**Agenda**

- 4.2 To retroactively approve the use of Memorial School gym by Junior Streaks Youth Basketball Association to hold a clinic from April 1 through May 31, 2019 from 6:00-7:30 on Tuesdays and Thursdays.
- 4.3 To approve the 2019-2020 Washington Borough School Calendar.

ROLL CALL VOTE

Del Salto	_____	Dufner	_____	Eller	_____
Freda	_____	Robinson	_____	Vitalos	_____
Howley	_____				

**VII. EXECUTIVE SESSION:**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the following resolution to enter into executive session at \_\_\_\_\_ p.m.

This executive session is expected to last about 20 minutes. The general nature of the subject matter to be discussed is Personnel.

It is anticipated that action pursuant to this executive session will not 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.

**VIII. ADJOURNMENT**

Motion made by \_\_\_\_\_ seconded by \_\_\_\_\_, to adjourn at \_\_\_\_\_ p.m.