

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**Regular Meeting Minutes – May 13, 2019 at 7:30 p.m.**  
**Approved on June 10, 2019**

**I. INTRODUCTORY ITEMS**

**CALL TO ORDER:**

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

**OPEN PUBLIC MEETINGS ACT:**

Bartley 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  
Kristan Dufner  
Lisa Eller  
Ana Del Salto  
Carmine Freda  
Holly Masenior

Absent

Adam Robinson

Others Present

Jacqueline Nassry, Superintendent  
Tim Mantz, Business Administrator/Board Secretary  
Sherry Koeppen, Principal  
Earl Jenkins, Supervisor of Instruction  
Florence Dolobach, Assistant to the Business Administrator

**II. PRESENTATION None**

**III. COMMUNICATIONS TO THE BOARD None**

**IV. ADMINISTRATIVE REPORTS**

Mr. Jenkins said that NJSLA testing went well without any glitches and only 4-5 kids need makeups. Warren County Coalition for Healthy and Safe Communities came in last week and a presented information program on the dangers of vaping to our 6-graders. If there is a need they will also come in for staff and parents.

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Mrs. Koeppen said Taylor Street had Kindergarten registration. Next Tuesday Kindergarten and Preschool will be having Orientation. We are out 160days from having started RTI and this is now a time of reflection to see major growth and improvements. Sherry thanked the board for supporting starting the BD program. Earl added that the BD program started a coffee cart on Fridays, so students can learn life skills.

Mrs. Nassry said that twenty-six 6 grade students have Art work on display at the Library. The Library is working with the school to get library cards to all students. They will be coming in for a summer program and bringing a magician. Spring Fair is this Friday, May 17<sup>th</sup> with a rain date on May31st.

**V. PUBLIC COMMENT**

Mrs. Feller thanked the Board for the privilege to work in the Boro school district. She thanked previous administration, Patrick O'Malley, Caroline Hoffman, Nancy Yard, and our current administration, Jackie Nassry, Earl Jenkins and Sherry Koeppen for believing that children in the Boro could achieve success. She also thanked Greg Fallen who mentored her before mentoring was mandatory, along with Pam Venturini, Karen Hagerty, her second-grade team, Ellen D'Andrea, Sara Ledwith and Sherry Brouhard. She wishes everyone the best and congratulated on the higher test scores. She said she's glad to see we are performing better in the classroom as are on stage.

Bart Howley thanked Mrs. Feller for everything she has done.

**VI. ACTION ITEMS: Chief School Administrator's Recommendations**

CONSENT AGENDA: Matters listed within the consent agenda have been referred to members of the Board of Education and/or its standing committees, 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 Carmine Freda, to approve the following board affairs agenda items **1.1** through **1.3**;

Motion carried by unanimous roll call vote.

- 1.1 To approve the minutes of April 8, 2019 special meeting
- 1.2 To approve the minutes of April 29, 2019 regular meeting.
- 1.3 To entertain the second reading of Policy 4240, Employee Training.

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

Motion made by Lisa Eller, seconded by Carmine Freda, to approve the following business affairs agenda items **2.1** through **2.9**;

Motion carried by unanimous roll call vote.

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- 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 April, 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 April 30, 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 May 13, 2019 current expense food service and regular account bill list.
- 2.3 To approve budget transfers as presented
- 2.4 To adopt the following resolution to approve the 2019-20 tax requests;  
 WHEREAS, the amount required of \$5,155,320 has been approved by the Washington Borough Board of Education for local tax levy for 2019-2020 General Current Expense and the Board Secretary has notified the appropriate agencies using form A4F, and that the 2019-20 school year budget was adopted and the Chief School Administrator and Board Secretary were directed to implement the budget.  
 RESOLVED that the Borough of Washington is hereby requested to place in the hands of the Treasurer of School Moneys the district taxes needed to meet all interest and debt redemption charges, as per the 2019-20 A4F Form, in the amounts, and by the dates as listed, in accordance with the statutes relating thereto.

<u>Date</u>	<u>General Fund</u>	<u>Debt Service</u>
July 1, 2019	429,610.00	150,969
August 1, 2019	429,610.00	
September 2, 2019	429,610.00	
October 1, 2019	429,610.00	
November 1, 2019	429,610.00	
December 2, 2019	429,610.00	
January 2, 2020	429,610.00	39,319
February 3, 2020	429,610.00	
March 2, 2020	429,610.00	
April 1, 2020	429,610.00	
May 1, 2020	429,610.00	
June 1, 2020	429,610.00	
<b>Total</b>	<b>\$5,155,320</b>	<b>\$190,288</b>

- 2.5 To approve a Shared Services Agreement with the Oxford Township Board of Education for the purpose of sharing a World Language Teacher for the School District for the 2019-20 school year whereas the Oxford Township Board of Education will reimburse the Washington borough Board of Education 50% of the total cost of the overall pay and benefit package of Carmen Padilla who will serve as the World Language Teacher of record.
- 2.6 To approve the Interlocal Services Agreement with the Pohatcong Township Board of Education for contracted School Business Administration Services for the 2019-20 school year at a fee of \$65,000.
- 2.7 To approve the 2018-19 EX-AID Application.

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- 2.8 To approve the submission of the Three-Year Comprehensive Equity Plan 2019-22.
- 2.9 To retroactively to 5/17/19 approve a Police Service Agreement with Washington Township Police Department at a rate of \$83.06 per hour plus administrative costs not to exceed \$450.00.

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

Motion made by Melissa Vitalos, seconded by Lisa Eller, to approve the following personnel affairs agenda items **3.1** through **3.7**.

Motion carried by roll call vote. All members voted in the affirmative with Carmine Freda abstaining from motion 3.4.

- 3.1 To accept comprehensive student and staff attendance data (*with all fire drill reports, if applicable*) for the Month of April 2019.
- 3.2 To approve occupational-therapy fieldwork of Maggie Flynn attending MGH College to accompany her mentor, Jackie Mason of J & B Therapy at Taylor Street School from 9/30 to 12/21/19.
- 3.3 To approve Daniel Blackwood and Noah Cavanaugh as summer custodians pending receipt of substitute credentials.
- 3.4 To approve the enclosed list of Personnel Appointments, i.e. Nonrenewals, Continuing Contract Reappointments, Tenured Faculty, staff and Administration for the 2019-2020 school year.
- 3.5 To approve with regret the retirement from Mrs. Linda Feller effective June 30, 2019.
- 3.6 To approve the enclosed list of Summer School 2019 Professional and Support Staff.
- 3.7 To approve to advertise for the following positions: Kindergarten, First Grade, Reading Specialist, Behavior Disabilities, Music Maternity Leave Replacement (September-December), Part-time Paraprofessionals

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

Motion made by Lisa Eller, seconded by Carmine Freda, to approve the following school affairs agenda items **4.1** through **4.2**.

Motion carried by unanimous roll call vote.

- 4.1 To affirm the administrative decision regarding the following HIB cases: System assigned incident #11.
- 4.2 To approve Karen Nash Memorial Butterfly Garden and Comcast Cares Day to complete Garden activities from May 5, 2019 that was not finished due to inclement weather on May 19, 2019, 10:00 to 2:00, and to have use of the cafeteria and restrooms from 9:30 to 2:30 p.m.

**VII. EXECUTIVE SESSION:**

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Motion made by Melissa Vitalos, seconded by Lisa Eller, to adopt the following resolution to enter into executive session at 7:50 p.m.

Motion carried by unanimous voice vote.

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.

Motion made by Lisa Eller, seconded by Melissa Vitalos, to exit out of executive session at 7:57 p.m.

Motion carried by unanimous voice vote.

**VII. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 7:57 pm on a motion by Lisa Eller, seconded by Melissa Vitalos.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz  
Board Secretary/B.A.