

WASHINGTON BOROUGH BOARD OF EDUCATION
Regular Meeting Minutes – August 26, 2019 at 7:30 p.m.
Approved on September 9, 2019

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Bartley 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
Ana Del Salto
Kristen Dufner
Lisa Eller
Carmine Freda

Absent

Carmine Freda
Holly Masenior
Adam Robinson

Others Present

Jacqueline Nassry, Superintendent
Tim Mantz, Business Administrator/Board Secretary
Sherry Koeppen, Principal
Earl Jenkins, Supervisor of Instruction

II. COMMUNICATIONS TO THE BOARD

Mrs. Nassry told the Board that the Warren County Habitat for Humanity issued the Student Council a thank you for their donation during the last school year.

III. ADMINISTRATIVE REPORTS

Mr. Jenkins congratulated the custodial staff for the tremendous job in preparing the buildings for the school year. He also recognized the teachers for their efforts in gearing up for the upcoming year.

Mrs. Koeppen applauded Florence Dolobach for spearheading multiple, much needed maintenance projects over the summer as well as the custodial staff for a job well done. Mrs. Koeppen reviewed some schedule changes taking place at Taylor this year.

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Mrs. Nassry was very pleased to announce that Washington Boro was one of eleven school districts state wide to be honored with the designation of being a Lighthouse District. The designation is given to districts that show substantial academic improvement by the NJ Department of Education. Mrs. Nassry attended the “Equity for All” conference held at The College of New Jersey where the award winners were announced. She thanked Mr. Jenkins, Mrs. Koeppen and all of the staff for their dedication and hard work in making this achievement a reality and was optimistic that this would serve as motivation spurring the staff to continue making positive strides so as to further enhance the educational experience for all of the students of the Washington Boro School District.

Mrs. Nassry told the Board that the Assistant NJ Commissioner of Education would be visiting the district in October.

Mrs. Nassry thanked the secretarial and custodial staffs for all of their hard work over the summer.

Mrs. Nassry said that school year would kick off next week with a teacher’s in-service day next Tuesday and the first day for students on Wednesday.

IV. PUBLIC COMMENT

Lisa LaCaruba commented that the custodial staff did a great job over the summer. She asked if union would be able to obtain a copy of the staff seniority list.

Ann Kaspereen also thanked the custodial staff. She told the Board that Mrs. Nassry’s letter to the staff was very well done.

V. 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 Ana Del Salto, to approve the following board affairs agenda items **1.1** through **1.4**;

Motion carried by roll call vote. All members voted in the affirmative with Kristen Dufner abstaining from 1.1 and 1.2.

- 1.1 To approve the minutes of June 10, 2019 regular meeting
- 1.2 To approve the minutes of June 10, 2019 executive session meeting.
- 1.3 To approve the official release of the NJ Department of Education of our School-Level Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report for 2017-2018.

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- 1.4 To approve the 2019 School Self-Assessment of the NJ Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act, from July 1, 2018-June 30-2019 for Taylor Street and Memorial School.

B. Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Melissa Vitalos, seconded by Lisa Eller, to approve the following business affairs agenda items **2.1** through **2.11**;

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 June & July, 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 July 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 6/30/19 current expense food service and regular account bill list.
- 2.3 To approve the 7/1/19 to 8/19/19 current expense food service and regular account bill list.
- 2.4 To approve Learning Sciences International Marzano evaluation package in the amount of \$4,000.00.
- 2.5 To approve a tuition contract for placement of the identified student in the Franklin Township School District 2019 Extended School Program, 6/18/19 – 8/1/19, 8:30-1:30, M-F, at a rate of \$1000, excluding related services and transportation.
- 2.6 To approve placement of the identified student in the Franklin Township School multiple disabilities program for the 2019-20 school year at a cost of \$27,712.
- 2.7 To approve related services of the identified student in the Franklin Township School district 2019-20 school year at a rate of \$82.00/ hour for PT, \$45.54/hour for Speech and \$70.50 for OT.
- 2.8 To approve placement of the identified student in the Washington Borough special education program at a cost to the Franklin Township School District of \$14,300.
- 2.9 To approve placement of the identified student in the Mansfield Township School's special education program for the 2019-20 school year at a cost of \$38,897.50.
- 2.10 To approve a student lunch price of \$3.00, a milk price of \$0.50 for the 2019-20 school year.
- 2.11 To approve PC Doctor, LLC to provide technology services at \$105.00 per hour, averaging 9 hours per week, during the 2019-20 school year.

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C. Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Lisa Eller, seconded by Melissa Vitalos, to approve the following personnel affairs agenda items **3.1** through **3.18**.

Motion carried by unanimous roll call vote.

- 3.1 To approve the comprehensive student and staff attendance data (*with all fire drill reports, if applicable*) for the Month of June and July 2019.
- 3.2 To approve our 2019-20 Full-time School Principal Waiver Request
- 3.3 To approve the District Professional Plan Statement of Assurance for 2019-20
- 3.4 To approve the 2019-2020 Memorial School Professional Development Plan.
- 3.5 To approve the 2019-2020 Taylor Street School Professional Development Plan.
- 3.6 To approve the 2019-2020 Superintendent Professional Development Plan
- 3.7 To approve the 2019-2020 Principal Professional Development Plan.
- 3.8 To approve the 2019-2020 Supervisor Professional Development.
- 3.9 To approve the 2019-2020 Washington Borough School District Mentoring Plan.
- 3.10 To approve our 2019-2020 Substitute Staff List as per the enclosure.
- 3.11 To approve with regret the resignation letter from Mrs. Melia Englehardt effective August 12, 2019.
- 3.12 To approve Ms. Liza McNamara as a part-time paraprofessional of the identified student in the Franklin Township School District for the 2019-20 school year at a rate of \$20.98 per hour not to exceed 29 hours per week pending receipt of credentials.
- 3.13 To approve Mrs. Jacqueline Ostir as a part-time paraprofessional for the 2019-20 school year at a rate of \$20.98 per hour not to exceed 29 hours per week pending receipt of credentials.
- 3.14 To approve Ms. Jessica Ayala as a substitute teacher and Ms. Christine Zarrelli as a nurse substitute for the 2019-20 school year pending receipt of credentials.
- 3.15 To approve Mrs. Lisa Buhl as a reading specialist for the 2019-2020 academic year at a salary of \$56,410 (Step 3, MA) on the W.E.A. salary guide with single benefits pending receipt of credentials.
- 3.16 To approve Ms. Kelsey Stocker as a school nurse for the 2019-2020 academic year at a salary of \$51,105. (Step 0, BA) on the W.E.A. salary guide with single benefits pending receipt of certificate requirement.
- 3.17 To approve a maternity leave of absence request for Ms. Jennifer Peters from October 14 through March 2, 2020.
- 3.18 To authorize the Superintendent of Schools to take appropriate action to effectuate necessary emergent hires in order to address unfilled vacancies that may occur between today and the date of the next Board of Education meeting to ensure the district's schools are appropriately staffed to provide support and instruction during the 2019-2020 academic year. Any such hires are subject to ratification and approval by the Board of Education at its next regularly scheduled meeting.

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D. Consent Agenda Motion: SCHOOL AFFAIRS

Motion made by Melissa Vitalos, seconded by Ana Del Salto, to approve the following school affairs agenda item **4.1**.

Motion carried by unanimous roll call vote.

- 4.1 To approve the use of the Taylor Street School cafeteria and gymnasium facilities by the Washington Borough Recreation Karate on Fridays, 6:00-8:00 p.m. September 13, 2019 to February 14, 2020 for Sessions 1 and 2. Dates for Session 3 will be sent when finalized.

VI. EXECUTIVE SESSION:

Motion made by Melissa Vitalos, seconded by Lisa Eller, to adopt the following resolution to enter into executive session at 7:46 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.

Motion carried by unanimous voice vote.

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.

VII. RECONVENE

Motion by Lisa Eller, seconded by Melissa Vitalos, to reconvene the meeting to public session at 8:02 p.m.

Motion carried by unanimous voice vote.

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VIII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:03 pm on a motion by Melissa Vitalos, seconded by Lisa Eller.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Board Secretary/B.A.