

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

**December 9, 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. COMMUNICATIONS TO THE BOARD**

**III. ADMINISTRATIVE REPORTS**

Mr. Jenkins: Supervisor of Instruction  
Mrs. Koeppen: Principal/CST  
Mrs. Nassry: Superintendent

**IV. PUBLIC COMMENT**

**V. 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 1.21.**

- 1.1 To approve the minutes of November 11, 2019 regular meeting
- 1.2 To approve the minutes of November 11, 2019 executive session meeting.
- 1.3 To entertain the first reading of Policy 1642, Earned Sick Leave Law (M) (New)
- 1.4 To entertain the first and only reading of Regulation 1642, Earned Sick Leave Law (M) (New)

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- 1.5 To entertain the first reading of Policy 3159, Teaching Staff Member/School District Reporting Responsibilities (M) Revised
- 1.6 To entertain the first reading of Policy 3218, Use, Possession, or Distribution of Substances (M) Revised
- 1.7 To entertain the first and only reading of Regulation 3218, Use, Possession, or Distribution of Substances (M) Revised
- 1.8 To entertain the first reading of Policy 4218, Use, Possession, or Distribution of Substances (M) Revised
- 1.9 To entertain the first and only reading of Regulation 4218, Use, Possession, or Distribution of Substances (M) Revised
- 1.10 To entertain the first reading of Policy 4219, Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) Revised
- 1.11 To entertain the first reading of Policy 6112, Reimbursement of Federal and Other Grant Expenditures (M) Revised
- 1.12 To entertain the first and only reading of Regulation 6112, Reimbursement of Federal and Other Grant Expenditures (M) Revised
- 1.13 To entertain the first reading of Policy 7440 School District Security (M) Revised
- 1.14 To entertain the first and only reading of Regulation 7440, School District Security (M) Revised
- 1.15 To entertain the first reading of Policy 8600, Student Transportation (M) Revised
- 1.16 To entertain the first and only reading of Regulation 8600, Student Transportation (M) Revised
- 1.17 To entertain the first reading of Policy 8630, Bus Driver/Bus Aide Responsibility (M) Revised
- 1.18 To entertain the first and only reading of Regulation 8630, Bus Driver/Bus Aide Responsibility (M) Revised
- 1.19 To entertain the first reading of Policy 8670, Transportation of Special Needs Students (M) Revised
- 1.20 To entertain the first reading of Policy 9210, Parent Organizations Revised
- 1.21 To entertain the first reading of Policy 9400, Media Relations Revised

### 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 **2.6**.

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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 November, 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 November 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 12/09/19 current expense food service and regular account bill list.
- 2.3 To approve the budget transfers as presented.
- 2.4 To accept the Comprehensive Annual Financial Report (CAFR) and Auditor’s Management Report on Administrative Findings for the Year Ending June 30, 2019 and order that a copy be filed in the business office and with the New Jersey Department of Education.
- 2.5 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, 2019

Schedule of findings of Non-Compliance None

*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 a contract with the State of New Jersey Department of Children and Families Office of Education whereas the Washington Borough School District will provide educational services to the identified student for the 2019-20 school year at a cost of \$13,917.60 to be paid to the Washington Borough Board of Education.

**ROLL CALL VOTE**

Del Salto        \_\_\_\_\_        Dufner        \_\_\_\_\_        Eller        \_\_\_\_\_

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Freda	_____	Masenior	_____	Robinson	_____
Vitalos	_____	Howley	_____		

**Consent Agenda Motion: PERSONNEL AFFAIRS**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following personnel affairs agenda item **3.1** through **3.7**.

- 3.1 To approve the comprehensive student and staff attendance data (*with all fire drill reports, if applicable*) for the Month of November 2019.
- 3.2 To approve Alfred Kopsco's medical leave from November 18, 2019 to December 16, 2019.
- 3.3 To approve Margaret Ferrara's medical leave from December 4, 2019 to December 16, 2019.
- 3.4 To approve Cameron Savacool to do special education observations for ten hours from East Stroudsburg University during the 2019-2020 academic year.
- 3.5 To approve Marin Sheridan to shadow OT for one day at Taylor Street School
- 3.6 To approve Maria Mikroudīs as an OT intern to shadow Jackie Mason of J & B Therapy for January through May of 2020.
- 3.7 To approve Ms. Tammy Mornick as our new full-time custodian effective 1/2/20 or as soon thereafter at a prorated salary of \$37,639 (Step 1 on the 2020-2021 W.E.A. Salary Guide) plus single benefits.

**ROLL CALL VOTE**

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

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

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

- 4.1 To affirm the administrative decision to revise the 2019-2020 school calendar due to the unexpected school closing on Monday, December 2, 2019 for inclement weather that school will now be in session on Friday, February 14, 2020 and compressed schedules and Parent-Teacher conferences will be held on February 12, 13, 14, 2020.
- 4.2 To approve the use of the Memorial School gymnasium by Warren United Soccer Club, on Sundays 11:00-6:00 p.m.: January 5, 12, 19, 26, February 2, 9, 16, 23 March 1, 8, 15 with an hourly rate of \$35, an additional hour to open up/close and clean the facility is added to each date

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4.3 To affirm the administrative decision regarding the following HIB case: System assigned incident #1.

ROLL CALL VOTE

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

**VI. 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.

**VII. ADJOURNMENT**

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