

WASHINGTON BOROUGH BOARD OF EDUCATION
Regular Meeting Minutes – October 14, 2019 at 7:30 p.m.
Approved on November 11, 2019

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Bartley Howley called the meeting to order at 7:30 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
Lisa Eller
Kristen Dufner
Carmine Freda
Holly Masenior
Adam Robinson

Absent

Ana Del Salto

Others Present

Jacqueline Nassry, Superintendent
Sherry Koeppen, Principal
Earl Jenkins, Supervisor of Instruction
Florence Dolobach, Assistant to the Business Administrator

II. COMMUNICATIONS TO THE BOARD

None

III. ADMINISTRATIVE REPORTS

To start, Mrs. Nassry told the board that a letter goes out to parents explaining the new test results.

Mr. Jenkins said the official name for the new standard test is NJSLA and it is a condensed version of the PARCC. Our scores were close or at the state average. He explained that there were spikes in the test. He said our district is going to focus on how we are presenting the questions to the students. Warren Hills has informed us that our students are better prepared for the higher math levels at the middle school.

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Mrs. Koeppen reflected on how much has change in this past month, students and staff getting settled. She explained to the board the recent shortage of bus drivers has made it difficult to get our field trips in. Luckily at the last minute we were able to get the busing needed to go on our school trips. She explained that PIA training is no longer a grant but is now supported funding. She is very happy that she sees teachers embracing the new technology.

Mrs. Nassry said the district goals are on target with infusing technology into the classroom. RTI program helps the at-risk students and have made a big impact.

Mrs. Nassry explained how Warren Hills is now tracking how our students from the Boro do from seven grade all the way up to senior year and they report back to us. This helps show the district where we can make improvements.

Mrs. Nassry said some of our teachers will have now the opportunity to participate in the Equity Conference which include Light House district training that targets all levels of learning from at risk to high level learning. RTI programs supports this training.

Mrs. Nassry said that our Title IV supports old and new clubs such a Battle of the Minds, Running Club, Knitting Club, and Newspaper Club. At the end of the month we will be having Halloween parties. Our district will be on a compressed schedule in November 4, 5, and 6 for conferences.

IV. PUBLIC COMMENT

Lisa LaCaruba told the board that it was a great work day to work and great google day. Staff got a lot done and they were able to collaborate.

Ann Kaspereen said that about twenty-six colleagues too the CPI refresher course with Mrs. Fantuzzi and said it was worthwhile.

Bill Torisello introduced himself and informed the board that cars keep parking at the end of the road and other cars think they are waiting. He told the board that several times parents have been heated and the crossing guard has to intervene. Mr. Torisello asked the board to consider putting up a school sign at the beginning of the road.

Mrs. Nassry told Mrs. Torisello that she will reach out to the police department to make them aware of the issues.

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

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Motion made by Lisa Eller, seconded by Holly Masenior, to approve the following board affairs agenda items **1.1** through **1.11**;

- 1.1 To approve the minutes of September 9, 2019 regular meeting
- 1.2 To approve the minutes of September 9, 2019 executive session meeting.
- 1.3 To approve to rescind Policy 5330.04 Administering an Opioid Antidote
- 1.4 To approve to rescind Regulation Guide 5330.04 Administering an Opioid Antidote
- 1.5 To approve the Comprehensive Maintenance Plan (CMP)
- 1.6 To approve the Annual Maintenance Budget Amount Worksheet (M-1)
- 1.7 To approve the Health & Safety Evaluation of School Buildings Checklist
- 1.8 To approve the Nursing Services Plan
- 1.9 To approve the School Safety and Security Plan
- 1.10 To approve the NJ Single Accountability Continuum (NJQSAC) District Performance Review – School Year 2019-20 for submission.
- 1.11 To approve the NJ Single Accountability Continuum (NJQSAC) District Performance Review signed Declaration page for submission.

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 **2.9**;

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 September, 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 September 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.
- 2.2 To approve the 10/14/19 current expense food service and regular account bill list.
- 2.3 To approve the budget transfers as presented.
- 2.4 To approve a professional services contract with Parette Somjen Architects for the roof replacement project at the Taylor Street School at a fixed cost of \$29,300 for professional services and a lump sum of \$1,500 for reimbursable expenses and also;

RESOLVED, upon the recommendation of the Superintendent, that the Washington Borough Board of Education, in the County of Warren, New Jersey authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the "Roof Replacement at Taylor Street School" to serve as an application to the office of School Facilities and an amendment to the District's Long Range Facility Plan; and

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BE IT FURTHER RESOLVED, this project shall be a "Capital Reserve" project and the Board of Education is NOT seeking State funding but will fund the Project through the District's Reserve Account.

- 2.5 To approve the agreement between the Washington Borough Board of Education and E-Rate Partners, LLC to provide E-rate consulting services for School Funding Year 2019 (July 1, 2020-June 30, 2022) at an annual cost of \$1,400.
- 2.6 To approve supplementing approximately 83% of the 2019-20 base salary of Lisa Buhl (\$56,410) and approximately 58% of the 2019-20 base salary of Maria Stein (\$80,615) with ESEA Title I funds.
- 2.7. To approve supplementing approximately 89% of the 2019-20 base salaries of Cathy Opdyke (\$27,141) and Ellen Wildrick (\$27,141) with IDEA Basic funds.
- 2.8 To approve home instruction for the identified student at Taylor Street School at an hourly cost of \$34/hour not to exceed 10 hours per week.
- 2.9 To approve an interlocal services agreement with the Borough of Washington for janitorial services for the time period of January 1, 2020 through December 31, 2023 whereas the Borough of Washington will pay the Washington Borough Board of Education an annual fee of \$8,000 for janitorial services provided.

C. Consent Agenda Motion: PERSONNEL AFFAIRS

Motion made by Lisa Eller, seconded by Carmine Freda, to approve the following personnel affairs agenda items **3.1** through **3.13**.

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 September 2019.
- 3.2 To approve Alexandra Pierson's Clinical Experience and Internship from Centenary University during the 2019-2020 academic year.
- 3.3 To approve Luz Reynoso's Community Health and Population-Focused Nursing Field Experience during the 2019-2020 academic year.
- 3.4 To approve Jenna Henderson's Quest Field Experience III from Fairleigh Dickinson University between January 2, 2020 and January 17, 2020 at Taylor Street School.
- 3.5 To approve Brian McLaughlin's Clinical Observation of Mathematics Instruction for ten weeks from Centenary University at Memorial School.
- 3.6 To approve Jocelyn Barmore's science observation for ten hours from Centenary University during the 2019-2020 academic year.
- 3.7 To accept the letter of resignation with regret from Elizabeth Schundler effective 12/4/19.
- 3.8 To approve Ms. Marissa Migliorino to move from Step 4BA+15 (\$56,465.) to Step 4 M (\$58,570.) on the W.E.A. salary guide effective November 1, 2019.
- 3.9 To approve Ron Darois' medical leave from August 28, 2019 to October 18, 2019.

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- 3.10 To approve Ms. Briann Dolobach as a substitute teacher aide and Ms. Lisa Vira as substitute teacher for the 2019-20 school year.
- 3.11 To amend and approve the Job Description of Maintenance Supervisor.
- 3.12 To advertise for a speech language specialist, maternity leave replacement for in-class special education certified replacement, district maintenance supervisor.
- 3.13 To approve the enclosed list of workshops for staff from September 4 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.

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 to 4.5**.

Motion carried by unanimous roll call vote.

- 4.1 To approve the updated School Facilities form.
- 4.2 To approve the use of school facilities by the Washington Borough Recreation Youth Basketball practices beginning November 11, 2019 through December 20 for practices @ Memorial and Taylor Street School gymnasium, practices and games beginning January 3 through March 20, Mondays, Wednesdays, Fridays, 5:30-9:00 p.m.; and Lil Hoopsters Clinic beginning November 13 through December 20 for practices @Taylor Street School gymnasium, practices and games beginning January 2 through March 15, Tuesdays, Thursdays, Fridays 5:30-9:00 p.m.
- 4.3 To approve the use of school facilities by the Washington Borough Recreation – Soccer beginning January 6, 2020 through March 12, 2020, Memorial Gym, Tuesdays & Thursdays, Taylor Street Gym, Mondays & Wednesday, 5:45 to 8:15p.m.
- 4.5 To approve the following field trips:

Grade	Date	Destination
Preschool	Spring 2020	TBA
K	10/23/19	Ort Farms, Long Valley, NJ
1	10/24/19	Lehigh Valley Zoo, Schnecksville, PA
2	4/7/20	DaVinci Science Center, Allentown, PA
3	5/21/20, 5/26/20 rain	Turtle Back Zoo, East Orange, NJ
4	5/28/20	Waterloo Village, Stanhope, NJ
5	10/30/19	Morris Museum, Morristown, NJ
6	5/19/20	Safety Patrol, Bridgewater Sports Arena, NJ
6	5//20/20	Medieval Times, Lynhurst, NJ
		Student Enrichment Trips
4	10/30/19	Mindnastics, Blairstown Evangelical Church, Blairstown
5,6	11/13/19, 11/14 snow	Battle of the Minds, Harmony School, Phillipsburg
3	1/10/20,	Math-a-Magician, Harmony Firehouse, Harmony
6	1/8/20, 1/9 snow	Fine Arts Showcase, WHHS, Washington
6	2/27/20, 2/28 snow	All Star Band, Phillipsburg High School, Phillipsburg
3,4	3/6/20, 4/9 snow	Phabulous Physics, Mansfield School, Port Murray

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5,6	4/23/20	Battle of the Books, Great Meadows School District
5	3/25/20	Strategic Thinking Day, Memorial School
3,4	5/19/19	Battle of the Books, Oxford Street School, Belvidere
3	1/30/20	Legos on Loose Discover, Hackettstown

VI. EXECUTIVE SESSION:

Motion made by Melissa Vitalos, seconded by Lisa Eller, to adopt the following resolution to enter into executive session at 7:59 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 Holly Masenior, to reconvene the meeting to public session at 8:05 p.m.

Motion carried by unanimous voice vote.

VIII. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:06 pm on a motion by Lisa Eller, seconded by Melissa Vitalos.

Motion carried by unanimous voice vote.

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Respectfully submitted,

Tim Mantz
Board Secretary/B.A.