

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**Regular Meeting Minutes – May 11, 2020 at 7:30 p.m.**  
**Approved on June 8, 2020**

**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 ensure 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  
Ana Del Salto  
Kristen Dufner  
Carmin Freda  
Holly Masenior  
Adam Robinson  
Chris Bauknight

Absent

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. COMMUNICATIONS TO THE BOARD-None**

**III. ADMINISTRATIVE REPORTS**

Mr. Jenkins said we have begun moving classrooms and summer cleaning in preparation for the second grade. Second grade will be moving to Memorial into classrooms with their own bathroom and sinks. Fifth and Sixth grade will have their own wing at Memorial with separate bathrooms from the younger grades. Teachers started to come in today to pack up.

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Mrs. Koeppen- Second grade teachers were in today packing up for the move. We are getting a jump start with this gift of time. Planning ESY program in advance. A lot has to be considered to open up next school year. Mrs. Koeppen thanked Mr. Nassry for being the “battery in our watch”, her positive disposition and for pointed everyone in the right direction.

Mrs. Nassry said there will be a re-entering plan for each school district but at this point we are waiting for guidance from the state. We are being proactive by ordering masks, gloves and looking into a thermal thermometers. This is all a work in progress, changing day by day and we are looking at Maryland’s reopening plan. On a positive note Mrs. Mullen will be on NJTV giving a lesson in Line Plots, this Tuesday, May 21st at 11am. I’m very proud of our staff.

**IV. PUBLIC COMMENT**

**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 Kristen Dufner, to approve the following board affairs agenda items **1.1 through 1.10**;

Motion carried by unanimous roll call vote.

- 1.1 To approve the minutes of April 27, 2020 regular meeting
- 1.2 To entertain the second reading of Policy 0152, Board Officers (Revised)
- 1.3 To entertain the second reading of Policy 1581, Domestic Violence (M) Revised
- 1.4 To entertain the second reading of Policy 2422, Health and Physical Education (M) Revised
- 1.5 To entertain the second reading of Policy 3421.13, Postnatal Accommodations New
- 1.6 To entertain the second reading of Policy 5330 Administration of Medication (M) Revised
- 1.7 To entertain the second reading of Policy 7243, Supervision of Construction (M) Revised
- 1.8 To entertain the second reading of Policy 8210, School Year (R) Revised
- 1.9 To entertain the second reading of Policy 8220, School Day (M) Revised
- 1.10 To entertain the second reading of Policy 8462, Reporting Potentially Missing or Abused Children (M) Revised

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**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 **2.8**;

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 April, 2020 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, 2020, 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 5/11/20 current expense food service and regular account bill list.
- 2.3 To approve to submit Alyssa’s Law Grant Compliance Documentation to the New Jersey Department of Education.
- 2.4 To approve the updated District Preparedness Plan with required mandates.
- 2.5 To approve submission of the School Safety Grant application in the amount of \$4600 to the New Jersey Safety Insurance Program.
- 2.6 To adopt the following resolution to approve the 2020-21 Tax Requests;  
 WHEREAS, the amount required of \$5,258,426 has been approved by the Washington Borough Board of Education for local tax levy for 2020-2021 General Current Expense and the Board Secretary has notified the appropriate agencies using form A4F, and that the 2020-21 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 2020-21 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, 2020	438,202.16	154,317
August 1, 2020	438,202.16	
September 2, 2020	438,202.16	
October 1, 2020	438,202.16	
November 1, 2020	438,202.16	
December 2, 2020	438,202.16	
January 2, 2021	438,202.16	37,594
February 3, 2021	438,202.16	
March 2, 2021	438,202.16	
April 1, 2021	438,202.16	
May 1, 2021	438,202.16	
<u>June 1, 2021</u>	<u>438,202.24</u>	
Total	\$5,258,426	\$191,911

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- 2.7 To approve a Shared Services Agreement with the Oxford Township Board of Education for the purpose of sharing a World Language Teacher for the 2020-21 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.
- 2.8 To approve the Interlocal Services Agreement with the Pohatcong Township Board of Education for contracted School Business Administration Services for the 2020-21 school year at a fee of \$65,000.

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

Motion made by Melissa Vitalos, seconded by Ana Del Salto, to approve the following personnel affairs agenda items **3.1** through **3.8**.

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 April 2020.
- 3.2 To approve the enclosed list of Personnel Appointments, i.e. Continuing Contract Reappointments, Tenured Faculty, staff and Administration for the 2020-2021 school year.
- 3.3 To approve Jonathan Chioffe as summer custodian pending receipt of substitute credentials.
- 3.4 To approve Ms. Lauren Rogler as a classroom teacher for the 2020-21 academic year at a salary of 55,850. (Step 1, MA) on the W.E.A. salary guide with single benefits pending receipt of credentials.
- 3.5 To approve Mrs. Stefanie Venturino as an in-class replacement teacher for the 2020-21 academic year at a salary of \$58,145. (Step 5, MA) on the W.E.A. salary guide with single benefits pending receipt of credentials.
- 3.6 To approve Mr. Anthony Germani as a part-time paraprofessional for the 2020-21 school year at a rate of \$21.07 per hour not to exceed 29 hours per week pending receipt of credentials.
- 3.7 To approve Mrs. Heather Jorgensen as a part-time paraprofessional for the 2020-21 school year at a rate of \$21.57 per hour not to exceed 29 hours per week pending receipt of credentials.
- 3.8 To approve with regret the retirement letter from Mrs. Margaret Ferrara effective July 1, 2020.

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**VI. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 7:47 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.