

WASHINGTON BOROUGH BOARD OF EDUCATION
Regular Meeting Minutes –January 11, 2021 at 7:30 p.m.
Approved on February 8, 2021

I. INTRODUCTORY ITEMS

CALL TO ORDER:

President, Bartley Howley called the meeting to order at 7:32 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
Kristen Dufner
Ana Del Salto
Carmin Freda
Holly Masenior
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-It felt fantastic to get kids back in school today. We received word from the state that student growth objectives will not be part of teacher evaluations via executive order. Lots of positive remarks on our December 23rd, we had our virtual field trip. We will utilize our specials teachers for future virtual field trips. This month's security drill will be shelter in place and will go over bomb treat with our secretaries.

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Mrs. Koeppen- It was refreshing to be back in school, parents were happy their kids were back, and kids were happy to be back as well. Our creative curriculum training begins this week for our newer teachers paid by the PEEA grant. Crisis Prevention also begins this Wednesday. A big shout out to the CST team, Mrs. Brown, Mrs. Hollander, Mrs. Wade and Mrs. Casella who have completed 95% of our special education evaluations and parent meetings.

Mrs. Nassry- Title IV tutoring sessions to quality must indicate a need begun in the second marking period. Progress is checked 8-10 weeks. Title IV will be used for virtual clubs starting in the third marking period. We had a clean audit with zero findings and zero recommendations. Thank you to Tim and Flo for all their knowledge and their efforts throughout the year and doing a wonderful job.

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 Melissa Vitalos, seconded by Carmine Freda, to approve the following board affairs agenda items **1.1 through 1:15**:

Motion carried by unanimous roll call vote.

- 1.1 To approve the minutes of the December 14, 2020 regular meeting and the January 4, 2021 reorganization meeting.
- 1.2 To entertain the second and final reading of Policy 1620, Administrative Employment Contracts (M) (Revised).
- 1.3 To entertain the second and final reading of Policy 2431, Athletic Competition (M) (Revised).
- 1.4 To entertain the second and final reading of Policy 2464, Gifted and Talented Students (M) (Revised)
- 1.5 To entertain the second and final reading of Policy 5330.05, Seizure Action Plan (M) (New).
- 1.6 To entertain the second and final reading of Policy 6440 Cooperative Purchasing (M) (Revised)
- 1.7 To entertain the second and final reading of Policy 6470.01 Electronic Funds Transfer and Claimant Certification (M) (New).
- 1.8 To entertain the second and final reading of Policy 7440 School District Security (M) (Revised)
- 1.9 To entertain the second and final reading of Policy 7450 Property Inventory (M) (Revised)

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- 1.10 To entertain the second and final reading of Policy 7510 Use of School Facilities (M) (Revised)
- 1.11 To entertain the second and final reading of Policy 8420 Emergency and Crisis Situations (M) (Revised)
- 1.12 To entertain the second and final reading of Policy 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)
- 1.13 To entertain the second and final reading of Policy 1648 Restart and Recovery Plan (M) (Revised)
- 1.14 To entertain the second and final reading of Policy 1648.02 Remote Learning Options for Families (M) (New)
- 1.15 To entertain the second and final reading of Policy 1648.03 Restart and Recover Plan – Full-Time Remote Instruction (M) (New)

B. Consent Agenda Motion: BUSINESS AFFAIRS

Motion made by Lisa Eller, seconded by Christopher Bauknight, to approve the following business affairs agenda items **2.1** through **2.4**;

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 December 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 December 31, 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 1/11/21 current expense food service and regular account bill list.
- 2.3 To accept the Comprehensive Annual Financial Report (CAFR) and Auditor’s Management Report on Administrative Findings for the Year Ending June 30, 2020 and order that a copy be filed in the business office and with the New Jersey Department of Education.
- 2.4 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, 2020

Schedule of findings of Non-Compliance	None
<i>Summary of Recommendations</i>	
1. Administrative Practices and Procedures	None
2. Financial Accounting and Reporting	None
3. School Purchasing Programs	None
4. School Food Service	None

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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

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 **3.3**.

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 December 2020.
- 3.2 To retroactively approve Lisa LaCaruba's medical leave from to January 4, 2021 to January 31, 2021.
- 3.3 To approve Ms. Melissa Maney to move from Step 0BA+15 (\$52,645.) to Step 0M (\$54,750.) on the W.E.A. salary guide effective February 1, 2021.

VI. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:45pm on a motion by Lisa Eller, seconded by Melissa Vitalos.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz
Board Secretary/B.A.