

**WASHINGTON BOROUGH BOARD OF EDUCATION  
REGULAR SCHOOL MEETING MINUTES – March 21, 2022**

**Approved 4/11/22**

**I. INTRODUCTORY ITEMS**

**CALL TO ORDER:**

Vice President, Melissa Vitalos, called the meeting to order at 7:00 p.m. and asked for everyone to please rise for the Pledge of Allegiance.

**OPEN PUBLIC MEETING ACT:**

The New Jersey Open Public Meeting 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 meeting

**ROLL CALL:**

**Present**

Chris Bauknight  
Lisa Eller  
Carmine Freda  
Joseph Kresefsky  
Ya’el Kresefsky  
Melissa Vitalos

**Not Present**

Bartley Howley  
Holly Masenior

**II. COMMUNICATIONS TO THE BOARD - None**

**III. ADMINISTRATIVE REPORTS**

Mrs. Koeppen: Principal/CST

- Announced and welcomed Mrs. Puzio, Grade 1 Teacher, to the district and provided some background on her bilingual status that is a helpful addition to the district, especially as this year the district has seen an increase in the number of Spanish speaking only families. Discussed language barriers with registration process and how staff were able to translate as well as the current programs that the district already utilizes for Classroom Teacher/Parent communications, Class Dojo.
- Provided an update as to student/family activities and celebrations taking place at Taylor Street School, SEL/Harmony Day, Read Across America and Literacy Bingo Night.

Mrs. Nassry: Superintendent

- Reported on the noticeable change in student climate in the past few weeks since the mask mandate was lifted. The energy in the classrooms and general school setting is engaging, enthusiastic and there are less behavioral issues occurring.
- Provided updates on the activities and events happening at Memorial School, March Madness (reading incentive program), Greek Fest program in sixth grade overseen by Mr. Pope, Spring Fair community-wide participation, STEAM Fair science technology

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incorporating leadership projects for sixth grade and lastly, Spring Book Fair hosted by the PTO.

- Reported that Mr. Jenkins will provide updates on student assessments at the April Meeting.

**IV. PUBLIC COMMENT - None**

**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 Lisa Eller, seconded by Chris Bauknight to approve the following board affairs agenda item **1.1-1.17**.

Motion carried by affirmative roll call vote, with abstentions by Mr. Kresefsky on items 1.2, 1.3 and Mrs. Kresefsky on items 1.2, 1.3, 1.5, 1.12, 1.14, 1.15, 1.16

- 1.1 To approve the minutes of the February 14, 2022 reorganization/regular meeting.
- 1.2 To entertain the second reading of Policy 1648.13 School Employee Vaccination Requirements (M) (New).
- 1.3 To entertain the second reading of Policy 1648.14 School Plan for Healthcare Settings in School Buildings – COVID-19 (M) (New).
- 1.4 To entertain the second reading of Policy 2425 Emergency Virtual or Remote Instruction Program (M) (New)
- 1.5 To entertain the second reading of Policy 5751 Sexual Harassment of Students (M) (Revised)
- 1.6 To entertain the first reading of Policy 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing or Treatment (M) (Revised)
- 1.7 To entertain the first reading of Policy 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
- 1.8 To entertain the first and only reading of Regulation 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
- 1.9 To entertain the first and only reading of Regulation 2460.30 Additional/Compensatory Special Education and Related Services (M) (New)
- 1.10 To entertain the first reading of Policy 2622, Student Assessment (M) (Revised)
- 1.11 To entertain the first and only reading of Regulation 2622, Student Assessment (M) (New)
- 1.12 To entertain the first reading of Policy 3233, Political Activities (Revised)

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- 1.13 To entertain the first reading of Policy 5541, Anti-Hazing (M) (New)
- 1.14 To entertain the first reading of Policy 7540, Joint Use of Facilities (Revised)
- 1.15 To entertain the first reading of Policy 8465, Bias Crimes and Bias-Related Acts (M) (Revised)
- 1.16 To entertain the first and only reading of Regulation 8465, Bias Crimes and Bias-Related Acts (M) (Revised)
- 1.17 To entertain the first reading of Policy 9560, Administration of School Surveys (M) (Revised)

**B. Consent Agenda Motion: BUSINESS AFFAIRS**

Motion made by Carmen Freda, seconded by Lisa Eller to approve the following business affairs agenda item **2.1** through **2.7**.

Motion carried by affirmative roll call vote, with abstentions on item 2.4 by Mr. Kresefsky and Mrs. Kresefsky.

- 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 February 2022 and further that, in compliance with N.J.A.C. 6A:23A-16,10(c)f, The Board of Education certifies that as of February 28, 2022, 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 3/14/22 current expense food service and regular account bill list.
- 2.3 To approve the budget transfers as presented.
- 2.4 To award the bid from D & E Window and Door, LLC for the Window Replacement Project at the Taylor Street School in the amount of \$959,450.

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2.5 To approve the tentative 2022-2023 school district budget as follows:

BE IT RESOLVED that the tentative budget be approved for the 2022-2023 School Year using the 2022-2023 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	Budget	Local Tax Levy
General Fund	\$9,390,651	\$5,258,426
Special Revenue Fund	1,611,976	
Debt Service Fund	<u>174,000</u>	<u>161,739</u>
Total Base Budget	\$11,176,627	\$5,420,165

BE IT FURTHER RESOLVED that a public hearing be held on May 9, 2022 at the Memorial School for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year.

WHEREAS, the Washington Borough Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23A-7.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23A-7.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

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BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.2(b), to a maximum expenditure of \$25,000 for all staff and board members.

- 2.6 To approve the district's participation in the NJ Child Assault Prevention Program at a cost not to exceed \$479.40.
- 2.7 To approve the 2022-2023 District Enrollment and Planning Workbook Budget.

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

Motion made by Lisa Eller, seconded by Carmen Freda to approve the following personnel affairs agenda item **3.1** through **3.4**

Motion carried by affirmative 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 February, 2022.
- 3.2 To continue a medical leave of absence, for employee # 111229, effective on March 14, 2022 to March 25, 2022, utilizing sick days (per contract).
- 3.3 To approve Ms. Julianne Wildrick and Mr. Chris Cannavo as substitute teachers for the 2021-22 school year pending receipt of credentials.
- 3.4 To approved Ms. Sarah Kutzman and Ms. Jillian Adie as substitute teachers for the 2021-22 school year, pending receipt of credentials.

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

Motion made by Lisa Eller, seconded by Chris Bauknight to approve the following school affairs agenda item **4.1-4.3**.

Motion carried by affirmative roll call vote.

- 4.1 To affirm the administrative decision to revise the 2021-2022 school calendar due to the unexpected school closing on Friday February 25, 2022, and that school will now be in session on April 20, 2022.
- 4.2 To approve a draft copy of the 2022-2023 Washington Borough School Calendar.
- 4.3 To affirm the administrative decision regarding the following HIB case: System assigned incident #6 & 7.
- 4.4 To approve the use of Memorial School baseball field by Warren Hills Little League Youth Baseball from March 25, 2022 through August 15, 2022 practice times to be coordinated 5-8:00 p.m. Monday – Friday, and 9:00 – 8:00 on Saturday and Sunday.

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**VI. EXECUTIVE SESSION:**

Motion made by Lisa Eller, seconded by Chris Bauknight, to adopt the following resolution to enter into executive session at 7:15 p.m.

Motion carried by unanimous voice vote.

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. RECOVENE**

Motion by Lisa Eller, seconded by Carmen Freda, to reconvene the meeting to public session at 7:25 p.m.

Motion carried by unanimous voice vote.

**VIII. ADJOURMENT**

Motion made by Lisa Eller seconded by Chris Bauknight, to adjourn at 7:26 p.m.

Motion carried by unanimous voice vote.

Respectively submitted,

Tim Mantz  
Board Secretary