

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING MINUTES – April 3, 2023**  
**Approved 5/8/23**

**I. INTRODUCTORY ITEMS**

**CALL TO ORDER**

President, Bartley Howley, called the meeting to order at 7:00 p.m. and asked 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**

Lisa Eller  
Carmine Freda  
Dawn Higgins  
Bartley Howley  
Holly Masenior  
Melissa Vitalos

**Not Present**

Angela Bridygham  
Joseph Kresefsky  
Ya’el Kresefsky

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

**III. ADMINISTRATIVE REPORTS**

Mr. Jenkins: Supervisor of Instruction

- Book Bracket reading challenge winner was Sulwe.
- Updates on monthly security drill, Shelter in Place will be conducted in April
- Strategic Thinking Day took place, thank you to Mrs. Jones and Mrs. Snyder. 13 districts participated with over 190 students in attendance.
- 6<sup>th</sup> Grade festivities GreekFest, Mr. Pope organized this year’s events.
- Updates on State Assessments, including NJSLA Testing scheduled for May.

Mrs. Koeppen: Principal/CST

- Provided updates on ESY Program Staffing, Preschool registration for 23/24 school year.
- Special Education compliance updates.
- Spirit Week at Taylor

Mrs. Nassry: Superintendent

- Provided updates on upcoming PTO Events, including Book Fair and Grade 5/6 Dance.
- Reviewed Title IV Club Activities, A.M. Intramurals

**IV. PUBLIC COMMENT – Opened at 7:10 p.m.**

- Cailla Mullen, Staff Member, introduced herself to the Board as the WEA President Elect.

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING MINUTES – April 3, 2023**  
**Approved 5/8/23**

**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: SUPERINTENDENT'S RECOMMENDATION**

Motion made by Melissa Vitalos, seconded by Carmen Freda to approve the following board affairs agenda item **1.1. through 1.21.**

*Mr. Howley asked for a friendly amendment to correct the regular meeting minutes.*

Motion carried by roll call vote.

- 1.1 To approve the minutes of the March 13, 2023 regular meeting.
- 1.2 To approve the minutes of the March 13, 2023 executive session meeting.
- 1.3 To abolish Policy 1648.11, The Road Forward COVID-19 – Health and Safety (M)
- 1.4 To abolish Policy 1648.13, School Employee Vaccination Requirement (M)
- 1.5 To entertain the first reading of Policy 0152, Board Officers
- 1.6 To entertain the first reading of Policy 0161, Call, Adjournment and Cancellation (Revised)
- 1.7 To entertain the first reading of Policy 0162, Notice of Board Meetings (Revised)
- 1.8 To entertain the first reading of Policy 2423, Bilingual and ESL Education (M) (Revised)
- 1.9 To entertain the first and only reading of Regulation 2423, Bilingual and ESL Education (M) (Revised)
- 1.10 To entertain the first reading of Policy 2425, Emergency Virtual or Remote Instruction Program (M) (Revised)
- 1.11 To entertain the first and only reading of Regulation 2425, Emergency Virtual or Remote Instruction Program (M) (Revised)
- 1.12 To entertain the first reading of Policy 5200, Attendance (M) (Revised)
- 1.13 To entertain the first and only reading of Regulation 5200, Attendance (M) (Revised)
- 1.14 To entertain the first reading of Policy 5512, Harassment, Intimidation or Bullying (M) (Revised)
- 1.15 To entertain the first reading of Policy 8140, Student Enrollments (M) (Revised)
- 1.16 To entertain the first and only reading of Regulation 8140, Enrollment Accounting (M) (Revised)
- 1.17 To entertain the first reading of Policy 8330, Student Records (M) (Revised)
- 1.18 To entertain the first and only reading of Regulation 8330, Student Records (M) (Revised)

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING MINUTES – April 3, 2023**  
**Approved 5/8/23**

- 1.19 To entertain the first and only reading of Regulation 8420.2, Bomb Threats (M) (Revised)
- 1.20 To entertain the first and only reading of Regulation 8420.7, Lockdown Procedures (M) (Revised)
- 1.21 To entertain the first and only reading of Regulation 8420.10, Active Shooter (M) (Revised)

**B. Consent Agenda Motion: BUSINESS AFFAIRS: SUPERINTENDENT’S RECOMMENDATION**

Motion made by Lisa Eller, seconded by Holly Masenior to approve the following business affairs agenda item **2.1** through **2.6**.

*Mrs. Higgins inquired on the item 2.3; what is the purpose and need for transfers. Mr. Mantz provided explanation for each of budget transfers presented.*

*Mrs. Higgins spoke at length regarding her concerns on district procedures, including the budget process and facility needs.*

Motion carried by roll call vote, with dissention by Mrs. Higgins.

- 2.1 To approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of March 2023 and further that, in compliance with NJAC 6A:23A-16.10c, the Board of Education certifies that as of March 31, 2023, after review of the secretary’s monthly financial report and upon consultation with the appropriate district officials no major account has been over expended in violation of NJAC 6A:23A-16.10a 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 budget transfers as presented.
- 2.3 To approve 4/3/23 current expense food and regular account bill list.
- 2.4 To approve the following resolution:  
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 “HVAC and Electrical Upgrades at Taylor Street School” to serve as an application to the office of School Facilities; and amendment to the District’s Long Range Facility Plan; and  
BE IT FURTHER RESOLVED, this project shall be a “Capital Reserve” project and the Board of Education is NOT seeking additional State funding but will fund the Project through the District’s Capital Reserve Account.
- 2.5 To approve the following resolution:  
RESOLVED, upon the recommendation of the Superintendent, that the Washington

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING MINUTES – April 3, 2023**  
**Approved 5/8/23**

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 “Electrical Upgrades at Washington Memorial School” to serve as an application to the office of School Facilities; and amendment to the District’s Long Range Facility Plan; and  
BE IT FURTHER RESOLVED, this project shall be a “Capital Reserve” project and the Board of Education is NOT seeking additional State funding but will fund the Project through the District’s Capital Reserve Account.

- 2.6 To approve tuition contract for identified student at Warren Glen Academy for the 2023-2024 ESY and Regular School Year at an annual tuition rate of \$65,994.60.

**C. Consent Agenda Motion: PERSONNEL AFFAIRS: SUPERINTENDENT’S RECOMMENDATION**

Motion made by Lisa Eller, seconded by Carmen Freda to approve the following personnel affairs agenda item **3.1 through 3.10**.

Motion carried by 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 March, 2023.
- 3.2 To approve Mrs. Fabiana Whitting as a paraprofessional substitute for the 2022-2023 school year.
- 3.3 To approve Ms. Heather Hill as a substitute paraprofessional/teacher for the 2022-2023 school year pending receipt of credentials.
- 3.4 To approve Ms. Maddie Hesse as a substitute teacher for the 2022-2023 school year pending receipt of credentials.
- 3.5 To approve Ms. Maddie Hesse as a part-time paraprofessional for the 2022-23 Extended School Year Program at a rate of \$22.18 (Step 1) per hour not to exceed 29 hours per week pending receipt of credentials.
- 3.6 To approve Ms. Mackenzi Mason as a part-time paraprofessional for the 2022-23 school year at a rate of \$22.18 (Step 1) per hour not to exceed 29 hours per week pending receipt of credentials.
- 3.7 To approve Ms. Laura Mazzei as a substitute school nurse for the 2022-23 Extended School Year Program at a rate of \$38.00 per hour.
- 3.8 To approve Mrs. Sarah Ledwith to serve as a mentor to Mrs. Sarah Alicea, in accordance with the Washington Borough School District's 2022-23 Mentor Plan.

**WASHINGTON BOROUGH BOARD OF EDUCATION  
REGULAR SCHOOL BOARD MEETING MINUTES – April 3, 2023  
Approved 5/8/23**

- 3.9 To approve the following Summer School 2023 Extended School Year Program Personnel, scheduled June 19 through June 30, 2023.

| Class      | Teacher                      | Para            |
|------------|------------------------------|-----------------|
| PSD        | K. Schulok                   | R. Branco       |
| Grd K/1    | J. Nissen                    | K. McDonald     |
| Grd 2,3,4  | A. Pierson                   | G. Cunningham   |
| Grd 5/6    | L. Semenowitz                | C. Smith-Heller |
| S/L:       | A. Reichert                  |                 |
| Counselor: | H. Dentzau                   |                 |
| Nurse:     | D. Knauer                    |                 |
| Subs:      | Dellaventura(wk1);Lance;Buhl | Horack(wk1);    |

- 3.10 To approve Erin Murphy, WCCC for her student observation hours.

**D. Consent Agenda Motion: SCHOOL AFFAIRS: SUPERINTENDENT’S RECOMMENDATION**

Motion made by Melissa Vitalos, seconded by Lisa Eller to approve the following school affairs agenda item **4.1 through 4.2.**

*Mrs. Higgins inquired on the process for item 4.2.*

Motion carried by roll call vote.

- 4.1 To approve a final copy of the 2023-2024 Washington Borough School Calendar.  
4.2 To affirm the administrative decision regarding the following HIB cases: System assigned incident #2 and #3.

**VI. ADJOURNMENT**

Motion made by Lisa Eller seconded by Melissa Vitalos to adjourn at 7:50 p.m.

Motion carried by unanimous voice vote.

Respectively submitted,

Tim Mantz  
Board Secretary