

WASHINGTON BOROUGH BOARD OF EDUCATION
REGULAR SCHOOL BOARD MEETING MINUTES – May 8, 2023
Approved 6/12/23

I. INTRODUCTORY ITEMS

CALL TO ORDER

Vice President, Melissa Vitalos, 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

Not Present

Angela Bridygham, arrived at 7:05 pm

Bartley Howley

Lisa Eller

Carmine Freda

Dawn Higgins

Joseph Kresefsky

Ya'el Kresefsky

Holly Masenior

Melissa Vitalos

II. COMMUNICATIONS TO THE BOARD – None

III. ADMINISTRATIVE REPORTS

Mr. Jenkins: Supervisor of Instruction

- Provided updates on Security Drills conducted; May's drill was a lockdown.
- Highlighted an observation on the return of field trips this year, after hiatus during the past few years, that the 4th graders were enthusiastic about being able to ride a bus. As a walking district, some of the only opportunities for our students to be able to take a bus ride may be during field trips and due to COVID that this was the first opportunity for students in this grade level to be able ride a bus since Kindergarten.
- Reported that there were no issues on the first day of NJSLA testing, which is a direct result of the Technology upgrades that have taken place during the past year. Thanked the Board for their commitment for these upgrades.

Mrs. Koeppen: Principal/CST

- Updated the Board on the summer Accelerated Learning Program, which will be virtual.
- Thanked the PTO for their extraordinary efforts during Staff Appreciation Week.

Mrs. Nassry: Superintendent

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- Provided updates to the Board on the numerous club activities that are taking place, and will continue through the end of the school year. Including Intramurals, Band/Choir, Crochet.
- Provided updates to the Board on school community events, including the Spring Fair, STEAM Fair, LEED day in conjunction with Washington Township Police Department and Stop the Bleed in conjunction with the Warren County Prosecutor’s Office.

Presentation by Parette-Somjen, district architect, on the HVAC/Electrical Projects by Tracy Boss and Baina Lyssa-Jean

IV. PUBLIC COMMENT session opened at 7:20 pm

- Karen Castanhas, Washington Boro Parent, spoke about her concerns on disseminating information and continued drop off/dismissal traffic at Memorial.
- Morgan Anderson, McDonald Street Resident, remarked on the students coming from Memorial, that they are very polite and respectful as they walk by her home each afternoon.
- Becky Snyder, Washington Boro Staff Member, commented on the concerns for information dissemination.
- Don Ippolito, County Resident, inquired on item 2.8 and the district’s asbestos plan.

Public Comment session closed at 7:30 p.m.

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 Lisa Eller, seconded by Carmen Freda to approve the following board affairs agenda item **1.1. through 1.10.**

Mrs. Higgins expressed her concerns regarding Policy 2425. Mrs. Nassry responded that the policy would ensure that under extreme circumstances that education would be able to continue.

Motion carried by roll call vote, with abstentions on item 1.1 by Mrs. Bridygham, Mr. Kresefsky and Mrs. Kresefsky and item 1.6 by Mrs. Higgins.

1.1 To approve the minutes of the April 3, 2023 regular meeting.

1.2 To entertain the second reading of Policy 0152, Board Officers

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- 1.3 To entertain the second reading of Policy 0161, Call, Adjournment and Cancellation (Revised)
- 1.4 To entertain the second reading of Policy 0162, Notice of Board Meetings (Revised)
- 1.5 To entertain the second reading of Policy 2423, Bilingual and ESL Education (M) (Revised)
- 1.6 To entertain the second reading of Policy 2425, Emergency Virtual or Remote Instruction Program (M) (Revised)
- 1.7 To entertain the second reading of Policy 5200, Attendance (M) (Revised)
- 1.8 To entertain the second reading of Policy 5512, Harassment, Intimidation or Bullying (M) (Revised)
- 1.9 To entertain the second reading of Policy 8140, Student Enrollments (M) (Revised)
- 1.10 To entertain the second reading of Policy 8330, Student Records (M) (Revised)

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

Motion made by Lisa Eller, seconded by Joseph Kresefsky to approve the following business affairs agenda item **2.1** through **2.13**, tabling items 2.6 and 2.13

Mr. Kresefsky inquired as to the disparity in tuition amounts between items 2.10 and 2.11. Mrs. Rowe responded that the difference between the motions is that 2.10 is prorated for the remainder of the current 22/23 school year and 2.11 is for the 23/24 school year.

Mrs. Bridygham inquired as to any mandates related to accepting the grant on item 2.8. Mrs. Nassry responded that the district intends to utilize the grant funds for upgrades to interactive smart boards to support the curriculum.

Mrs. Higgins commented on items 2.4 & 2.5 and expressed her disapproval on the process.

Motion carried by roll call vote, with abstentions on items 2.4, 2.5 by Mrs. Higgins and item 2.8 by Mrs. Bridygham and Mrs. Higgins and dissention on items 2.4, 2.5, 2.8, 2.9, 2.10 and 2.11

- 2.1 To approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of April 2023 and further that, in compliance with NJAC 6A:23A-16.10c, the Board of Education certifies that as of April 30, 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 5/8/23 current expense food and regular account bill list.
- 2.4 Motion to approve the 2023-2024 school district budget as follows;

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BE IT RESOLVED to approve the 2023-24 school district budget as follows:

	Budget	Local Tax Levy
General Fund	\$10,602,960	\$5,258,426
Special Revenue Fund	1,405,651	
Debt Service Fund	<u>169,600</u>	<u>169,599</u>
Total Base Budget	\$12,178,211	\$5,428,025

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

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.

- 2.5 To adopt the following resolution to approve the 2023-24 tax requests;

Resolution for 2023-24 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 2023-2024 General Current Expense and the Board Secretary has notified the appropriate agencies using form A4F, and that the 2023-24 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

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redemption charges, as per the 2023-24 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 3, 2023	438,202.16	140,900
August 1, 2023	438,202.16	
September 1, 2023	438,202.16	
October 2, 2023	438,202.16	
November 1, 2023	438,202.16	
December 1, 2023	438,202.16	
January 2, 2024	438,202.16	28,700
February 1, 2024	438,202.16	
March 1, 2024	438,202.16	
April 1, 2024	438,202.16	
May 1, 2024	438,202.16	
June 3, 2024	438,202.24	
Total	\$5,258,426	\$169,600

~~2.6 To approve a public school services contract with the Hunterdon County Educational Services Commission for the 2023-24 school year, to be used on an as needed basis, per the service rate proposal.~~

2.7 To approve the 60 month lease agreement beginning August, 2023 and ending July, 2028 with Municipal Capital Finance for the leasing of five copiers at a rate of \$788 per month, plus a per copy charge of \$.005 per copy, which includes maintenance service calls, preventative maintenance, parts, labor, drums toner and developer.

2.8 To approve to accept the 2023 School Climate Change Pilot grant award of \$6,660.

2.9 To approve a shared agreement with the Warren Hills Cluster to contact Statistical Forecasting, LLC, to perform the demographic study for the Washington Borough School District, cost not to exceed \$2,500.

2.10 To approve tuition contract for identified student at Warren Glen Academy for the 2022-2023 School Year, effective 4/17/23, at a prorated tuition rate of \$12,980.01.

2.11 To approve tuition contract for identified student at Warren Glen Academy for the 2023-2024 ESY & Regular School Year, at a tuition rate of \$65,994.60.

2.12 To approve submission of the 2023 School Safety Grant application in the amount of \$2,100 to the New Jersey Safety Insurance Program.

~~2.13 To approve a contract with Imagine Learning for Summer Accelerated Learning Program in the amount of \$39,750.00.~~

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

Motion made by Lisa Eller, seconded by Holly Masenior to approve the following personnel affairs agenda item **3.1 through 3.7**.

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Mrs. Kresefsky inquired whether item 3.5 could be individualized. Mrs. Nassry responded that the personnel appointments would be moved as one complete motion.

Mrs. Higgins inquired on the status of the Shared Service Agreement for SBA. Mr. Mantz responded that the contract required County Superintendent review and approval before presenting to the Board and that the board could remove Mr. Mantz' name from the master list of renewals until the contract was available to present.

Motion carried by roll call vote, with abstention on item 3.5 from Mr. Freda and dissention on item 3.5 by Mrs. Kresefsky

- 3.1 To approve the comprehensive student and staff attendance data (*with all fire drill reports, if applicable*) for the Month of April, 2023.
- 3.2 To approve disability leave of absence under FMLA for employee# 63636443 from May 1, 2023 – May 29, 2023.
- 3.3 To approve Mr. Jonathan Chioffe, Mr. Matthew Chioffe, Mrs. Grace Cunningham, Mr. Connor Farrington, Mr. Walker Heller and Mr. Logan Kreis as summer custodial help pending receipt of credentials.
- 3.4 To retroactively approve Mr. Brian McLaughlin as a long-term substitute Kindergarten classroom teacher beginning April 24, 2023 through June 9, 2023, at a prorated salary of \$53,006. (Step 1, BA) on the 2021-2024 W.E.A. salary guide with single benefits.
- 3.5 To approve the enclosed list of Personnel Appointments i.e., Continuing Contract Reappointments, Tenured Faculty, Staff and Administration for the 2023-2024 school year.
- 3.6 To approve Ms. Lisa Buhl as a teacher for the 2022-23 Extended School Year Program.
- 3.7 To approve Ms. Lisa Buhl, Ms. Heather Dentzau, Mrs. Becky Snyder and Ms. Emily Segreaves as teaching staff for the Accelerated Learning Summer Program from July 10, 2023 – July 28, 2023 at the rate of \$40 per hour, not to exceed 30 hours.

D. Consent Agenda Motion: SCHOOL AFFAIRS: SUPERINTENDENT'S RECOMMENDATION

Motion made by Lisa Eller, seconded by Joseph Kresefsky to approve the following school affairs agenda item **4.1 through 4.3**.

Motion carried by roll call vote.

- 4.1 To approve the following field trip for Grade 6 Safety Patrol, on June 1, 2023 to Oakwood Lanes, Washington, NJ.
- 4.2 To approve the School Nurse's Report for March and April, 2023.
- 4.3 To affirm the administrative decision regarding the following HIB cases: System assigned incident #4.

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VI. OLD BUSINESS – Mrs. Vitalos requested an update on the Superintendent Search from the Ad-Hoc Committee.

Mrs. Higgins replied that the process is continuing, interviews with candidates will begin on 5/17/23. There are a number of applicants and that the committee is also working towards appointing an interim.

VII. ADJOURNMENT

Motion made by Angela Bridygham seconded by Lisa Eller, to adjourn at 7:54 p.m.

Motion carried by unanimous voice vote.

Respectively submitted,

Tim Mantz
Board Secretary