

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR SCHOOL BOARD MEETING MINUTES – August 21, 2023**  
**Approved 9/11/23**

**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**

Angela Bridygham  
Lisa Eller  
Carmine Freda  
Dawn Higgins  
Bartley Howley  
Joseph Kresefsky  
Ya'el Kresefsky  
Holly Masenior  
Melissa Vitalos

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

**III. ADMINISTRATIVE REPORTS**

Mr. Jenkins: Supervisor of Instruction

- Welcomed Mr. Esposito to the District.
- Reported that the Threat Assessment Team is in place, each building has a team and identified district staff. The security drill for September will be a lockdown drill.
- Commented that the updated HIB form is available on the district website.
- Thanked the Custodians for their efforts this summer, the building welcomed staff back in today for the school year, and commented that the Café has a fresh coat of paint, for the first time since the renovations that took place approximately 20 years ago.

Mrs. Koeppen: Principal/CST

- Provided project updates at Taylor, and thanked the custodial staff this summer, commenting that coordination for projects in conjunction with summer cleaning takes a bit more effort.
- Reported on Professional Development opportunities that staff have participated in during the summer break, including Orton Gilligham and Creative Curriculum.
- Reminded everyone that picture day is scheduled for 9/21/23.

Mr. Esposito: Superintendent

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- Summarized his goal to cultivate community participation, he’s met with various stakeholders, including Mr. Howley as the Board President, and WEA Co-Presidents; detailed information will be forthcoming.
- QSAC monitoring results will be shared with the Board and plans for corrective items to be discussed at a future meeting.

**IV. PUBLIC COMMENT – Opened at 7:12 pm**

Morgan Anderson – Taylor St. Parent, inquired about curriculum availability on the website, she expressed concerns that the links weren’t functional.

Becky Snyder – WEA Co President, thanked the Secretarial staff for their efforts and commented on the state of the buildings. She expressed her excitement for the upcoming school year.

Public Comment session closed at 7:14 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 Joseph Kresefsky to approve the following board affairs agenda item **1.1. through 1.14.**

*Mrs. Bridygham inquired about item 1.6, that since she hadn’t attended the prior meeting, she was unaware of the board’s position. She requested another copy of the policies to be able to review. Mrs. Higgins requested an amendment to the July 11, regular meeting minutes to reflect her appreciation to the Executive County Superintendent for her efforts with the superintendent contract review process.*

Motion carried by roll call vote, with abstention by Mrs. Kresefsky on item 1.1.

- 1.1 To approve the minutes of the June 12, 2023 regular meeting and executive session.
- 1.2 To approve the minutes of the July 11, 2023 regular meeting and executive session.
- 1.3 To entertain the second reading of Policy 0144, Board Member Orientation and Training (Revised)
- 1.4 To entertain the second reading of Policy 2520, Instructional Supplies (M) (Revised)
- 1.5 To entertain the second reading of Policy 3217, Use of Corporal Punishment (Revised)
- 1.6 To entertain the second reading of Policy 4217, Use of Corporal Punishment (New)
- 1.7 To entertain the second reading of Policy 5305, Health Services Personnel (M) (Revised)
- 1.8 To entertain the second reading of Policy 5308, Student Health Records (M) (Revised)
- 1.9 To entertain the second reading of Policy 5310, Health Services (M) (Revised)

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- 1.10 To entertain the second reading of Policy 6112, Reimbursement of Federal and Other Grant Expenditures (M) (Revised)
- 1.11 To entertain the second reading of Policy 6311, Contracts for Good or Services Funded by Federal Grands (M) (Revised)
- 1.12 To entertain the second reading of Policy 7440, School District Security (M) (Revised)
- 1.13 To entertain the second reading of Policy 9140, Citizens Advisory Committees (Revised)
- 1.14 To entertain the second reading of Policy 6115.04, Federal Funds – Duplication of Benefits (M) (New)

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

Motion made by Melissa Vitalos, seconded by Carmine Freda, to approve the following business affairs agenda item **2.1** through **2.5**, tabling items 2.4 and 2.5.

*Mrs. Kresefsky asked why the contracts were not included in the packet for prior review on items 2.4 and 2.5. Traditionally, information that would identify a specific student is not included to protect the privacy of the student. Several members then requested to table the items until further information could be shared with the Board for their review prior to voting. Mr. Esposito responded that it could be retroactively approved at next month’s meeting. Mrs. Higgins then inquired as to why there was café bill on the agenda, as there isn’t school during the summer months. Mrs. Rowe replied that the services were from June, however this is the first meeting, since the June 12<sup>th</sup> meeting to approve bill lists.*

Motion carried by roll call vote.

- 2.1 To approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of June 2023 and further that, in compliance with NJAC 6A:23A-16.10c and NJAC 6A:23A-16.10c (3) the Board of Education and School Business Administrator certify that as of June 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 acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of July 2023 and further that, in compliance with NJAC 6A:23A-16.10c and NJAC 6A:23A-16.10c (3) the Board of Education and School Business Administrator certify that as of July 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

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obligations for the remainder of the fiscal year.

- 2.3 To approve 8/21/23 current expense food and regular account bill list.
- ~~2.4 To approve contract with Mountain Lakes Board of Education for Itinerant Services for the 2023-24 school year for the identified student with total amount of \$13,680.~~
- ~~2.5 To approve contract with Mountain Lakes Board of Education for Itinerant Services for the 2023-24 school year for the identified student with total amount of \$6,840.~~

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

Motion made by Dawn Higgins, seconded by Holly Masenior, to approve the following personnel affairs agenda item **3.1 through 3.12.**

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 June, 2023.
- 3.2 To approve our 2023-2024 Substitute Staff List as per the enclosure.
- 3.3 To approve Ms. Lisa Buhl to move from Step 7 MA+30 (\$68,310) to Step 7 MA+45 (\$68,860) on the 2021-2024 W.E.A. salary guide effective September 1, 2023.
- 3.4 To approve Mrs. Catherine DaGraca as a part-time paraprofessional for the 2023-24 school year at a rate of \$22.77 (Step 1A) per hour not to exceed 29 hours per week pending receipt of credentials.
- 3.5 To approve the resignation of Mr. Jose Bongco effective August 21, 2023.
- 3.6 To approve Mrs. Carrie Smith-Heller as a full time social worker for the 2023-24 school year at a salary of \$56,335 (Step 1, MA) on the 2021-2024 W.E.A. salary guide with single benefits.
- 3.7 To approve Ms. Amanda Shahin as a full time teacher for the 2023-24 school year at a salary of \$54,730 (Step 2, BA) on the 2021-2024 W.E.A. salary guide with single benefits, pending receipt of credentials.
- 3.8 To approve Ms. Victoria Anthony as a full time teacher for the 2023-24 school year at a salary of \$79,345 (Step 13, BA) on the 2021-2024 W.E.A. salary guide with single benefits, pending receipt of credentials.
- 3.9 To approve a FMLA maternity leave of absence request for Mrs. Rachel Coates, from October 26, 2023 utilizing 30 accrued sick days, then NJFLA leave of absence for 12 weeks beginning on or about December 18, 2023 to March 15, 2024 followed by a request for child rearing leave under WEA returning to work April 15, 2024.
- 3.10 To approve Mrs. Kate Slivka as the district's 2023-2024 Safety Patrol Advisor with a stipend amount of \$1,023.47.
- 3.11 To approve disability leave of absence for employee# 69556827 from September 8, 2023 – October 23, 2023.
- 3.12 To approve the resignation of Mrs. Ann Kaspereen effective August 17, 2023.

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**VI. NEW BUSINESS**

- *Mrs. Bridygham inquired about committee structure, and questioned whether, with the start of the new school year, this would be timely to change the structure of the Board. Mrs. Rowe reminded the Board, that although the new school year has begun, that the Board operates on a calendar year basis, from reorganization in January through December. Mrs. Bridygham then expressed concerns that a committee to review the budget would be put in place with sufficient time from January to March, when a tentative budget is approved. Mr. Howley then discussed possible committees and discussion ensued as to who would be interested in serving. Mrs. Eller made the suggestion that it did not need to be done this evening and that consideration as to what committee(s) individual board members wished to serve on could be sent to Mr. Howley.*
- *Mrs. Higgins inquired on the status of the HVAC project. Mr. Esposito deferred to the Business Office, to which Mrs. Rowe replied that the district, in conjunction with advice from both the Board Attorney and Auditor, could enter into negotiations for the project. The district's architect is working towards scheduling a meeting to review the process over the next few weeks. More information will be forthcoming.*
- *Mrs. Higgins inquired about the motions to appoint Mrs. Nassry to various positions in June, that shouldn't they reflect Mr. Esposito? Mr. Esposito responded that he would look into these appointments and have them updated at a future meeting.*
- *Mrs. Higgins made an inquiry as to whether any of the board members would be interested in attending the NJ School Boards Convention in October? Mr. Howley confirmed that it was open to all Board Members and administration.*
- *Mrs. Higgins notified the Board that our contract with NJ School Boards Association included BOE training in conjunction with the newly appointed Superintendent, if there was interest.*

**VII. ADJOURNMENT**

Motion made by Melissa Vitalos seconded by Lisa Eller, to adjourn at 7:35 p.m.

Motion carried by unanimous voice vote.

Respectfully submitted,

Tim Mantz  
Board Secretary