

**WASHINGTON BOROUGH BOARD OF EDUCATION  
REGULAR SCHOOL BOARD MEETING**

**November 13, 2023**

**Agenda**

**I. INTRODUCTORY ITEMS**

- A. Call the meeting to order
- B. Flag Salute
- C. Reading of the Notice of Public Meeting

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

D. Roll Call

|                  |       |                  |       |
|------------------|-------|------------------|-------|
| Angela Bridygham | _____ | Joseph Kresefsky | _____ |
| Lisa Eller       | _____ | Ya’el Kresefsky  | _____ |
| Carmine Freda    | _____ | Holly Masenior   | _____ |
| Dawn Higgins     | _____ | Melissa Vitalos  | _____ |
| Bartley Howley   | _____ |                  |       |

**II. COMMUNICATIONS TO THE BOARD**

**III. ADMINISTRATIVE REPORTS**

Mr. Jenkins: Supervisor of Instruction  
Mrs. Koeppen: Principal/CST  
Mr. Esposito: Superintendent

**IV. PUBLIC COMMENT**

**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 \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following board affairs agenda item **1.1**.

1.1 To approve the minutes of the October 9, 2023 regular meeting session.

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ROLL CALL VOTE

|           |       |               |       |               |       |
|-----------|-------|---------------|-------|---------------|-------|
| Bridygham | _____ | Eller         | _____ | Freda         | _____ |
| Higgins   | _____ | Kresefsky, J. | _____ | Kresefsky, Y. | _____ |
| Masenor   | _____ | Vitalos       | _____ | Howley        | _____ |

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

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following business affairs agenda item **2.1** through **2.10**.

- 2.1 To approve the acceptance of the monthly financial reports of the Board Secretary and the Treasurer for the month of September 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 September 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 October 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 October 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.
- 2.3 To approve 11/13/23 current expense regular account and food service bill list.
- 2.4 To approve the budget transfer as presented.
- 2.5 To approve a withdrawal from the Capital Reserve account in the amount of \$2,000,000 to help fund the “Electrical & HVAC Upgrades” project at the Memorial and Taylor Street Schools.
- 2.6 To approve a contract with SchoolNow for web hosting for a 3-year term; Year 1 fees \$10,200, Year 2 and 3 \$6,200 annually.
- 2.7 To submit for approval the annual Preschool Operational Plan.
- 2.8 To approve Littera High-Impact Tutoring Services and Tutoring Management system not to exceed the amount of \$96,450 pending the fully awarded High Impact Tutoring Grant by the NJDOE.

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- 2.9 To approve the Shared Services Agreement with the Warren County Vocational Technical School Board of Education for contracted payroll specialist services for the 2023-24 school year at a fee of \$26,000 prorated for time services are offered.
- 2.10 To approve the amended employment contract for Tracy Rowe, predicated on the interlocal services agreement with the Warren County Vocational School, in the amount of \$13,000, prorated for time worked.

ROLL CALL VOTE

|           |       |               |       |               |       |
|-----------|-------|---------------|-------|---------------|-------|
| Bridygham | _____ | Eller         | _____ | Freda         | _____ |
| Higgins   | _____ | Kresefsky, J. | _____ | Kresefsky, Y. | _____ |
| Masenor   | _____ | Vitalos       | _____ | Howley        | _____ |

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

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following personnel affairs agenda item **3.1 through 3.11**.

- 3.1 To approve the comprehensive student and staff attendance data *(with all fire drill reports, if applicable)* for the Month of October, 2023.
- 3.2 To approve the job description for Instructional Coach.
- 3.3 To approve FMLA maternity leave of absence request for Mrs. Megan Traphagen beginning on or about February 5, 2024 utilizing 11 accrued sick days and 1 personal day to March 19, 2024, followed by NJFLA leave of absence for 12 weeks, returning to work on or about June 19, 2024
- 3.4 To approve Andrea Walden for an extension of leave of absence beginning on or about April 24, 2024 through May 28, 2024 under WEA New Parent Leave.
- 3.5 To approve FMLA disability leave of absence for employee # 10085884 from December 7, 2023 – March 28, 2024, utilizing 15 sick days.
- 3.6 To approve with regret the resignation letter from Ms. Daniela Cleveland effective January 1, 2024.
- 3.7 To retroactively approve from 10/30/23 Ms. Evanyz Hernandez 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.
- 3.8 To approve Mrs. Tahnee Serrano as a substitute for the 2023-2024 school year.
- 3.9 To approve Mr. Anthony Vitale as a substitute teacher for the 2023-2024 school year pending receipt of credentials.

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- 3.10 To approve the hiring of Dr. Samantha Bahna as a full time teacher for the 2023-24 school year on or about January 2, 2024 at an annual salary of \$83,705 (Step 13, MA+45), prorated to start date on the 2021-2024 W.E.A.salary guide with single benefits, pending receipt of credentials.
- 3.11 Motion to approve the following PEA personnel for the '23-24 school year:  
Ms. Stocker, school nurse, Mrs. Smith-Heller, Social Worker & CPIS, Mrs. Brown, Instructional Coach/Master Teacher.

**ROLL CALL VOTE**

|           |       |               |       |               |       |
|-----------|-------|---------------|-------|---------------|-------|
| Bridygham | _____ | Eller         | _____ | Freda         | _____ |
| Higgins   | _____ | Kresefsky, J. | _____ | Kresefsky, Y. | _____ |
| Masenor   | _____ | Vitalos       | _____ | Howley        | _____ |

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

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the following school affairs agenda item **4.1 to 4.8.**

- 4.1 To approve the School Nurse's Report for September and October, 2023.
- 4.2 To approve the following field trip for Grade 4, on April 10, 2024 to Waterloo Village, Stanhope, NJ.
- 4.3 To approve the following field trip for Grade 5, on May 22, 2024 to The Sterling Hill Mining Museum, Ogdensburg, NJ.
- 4.4 To revise prior October 9 motion 4.3 Enrichment Trip on March 5, 2024, Chess Club.
- 4.5 To affirm the administrative decision regarding the following HIB cases: System assigned incident #03-23 and #04-23.
- 4.6 To approve establishing a Special Education Autism District program for the 2023-2024 School Year.
- 4.7 To approve a request to abolish the LLD1 program for the 2023-2024 School Year.
- 4.8 To approve a substitute nurse per diem increase from \$125 to \$200 effective 11/1/23.

**ROLL CALL VOTE**

|           |       |               |       |               |       |
|-----------|-------|---------------|-------|---------------|-------|
| Bridygham | _____ | Eller         | _____ | Freda         | _____ |
| Higgins   | _____ | Kresefsky, J. | _____ | Kresefsky, Y. | _____ |
| Masenor   | _____ | Vitalos       | _____ | Howley        | _____ |

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**VI. EXECUTIVE SESSION:**

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the following resolution to enter into executive session at \_\_\_\_\_ p.m.

This executive session is expected to last about 20 minutes. The general nature of the subject areas to be discussed are: Matters rendered confidential by Federal Law, State Law, or Court Ruling, and Personnel Matters.

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. ADJOURNMENT**

Motion made by \_\_\_\_\_ seconded by \_\_\_\_\_, to adjourn at \_\_\_ p.m.