

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES – March 11, 2024**  
**Approved April 15, 2024**

**I. INTRODUCTORY ITEMS**

**CALL TO ORDER:**

Board President, Dawn Higgins, 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.

**II. ROLL CALL**

**Present**

Angela Bridygham  
Pattie Covell  
Dawn Higgins  
Joseph Kresefsky  
Ya’el Kresefsky  
Holly Masenior  
Kevin Noone

**Absent**

Melissa Vitalos

**III. COMMUNICATIONS TO THE BOARD**

Mr. Esposito introduced the Memorial School All Star Band, led by Ms. Nina Rangel, who performed America The Beautiful and one additional piece.

**IV. ADMINISTRATIVE REPORTS**

Mr. Jenkins presented the Memorial School’s Students of the Month as follows:

- 2<sup>nd</sup> Grade: Madison Boyer
- 3<sup>rd</sup> Grade: Alexandria Tobias
- 4<sup>th</sup> Grade: Cameron Nesbitt
- 5<sup>th</sup> Grade: Declan Loftus
- 6<sup>th</sup> Grade: Waylon Cederborg

Mrs. Koeppen presented the Taylor Street School’s Students of the Month as follows:

- Kindergarten: MariaVictoria Marin-Moronta
- 1<sup>st</sup> Grade: Alana Saylor

Mr. Esposito reported that the Negotiations Committee had a kick off meeting with the WEA.

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES – March 11, 2024**  
**Approved April 15, 2024**

Mr. Esposito said that the 6<sup>th</sup> grade hosted a “Game Night” fundraiser the previous Friday to raise money for their class trip.

Mr. Esposito pointed out the “Book Rewards” vending machine in cafeteria and said that there was one in the Taylor Street School that were both donated by the PTO. He reviewed the program incentivizing students to earn rewards to be used in the vending machines.

Mr. Esposito stated that the Taylor Street School had a Dr. Seuss Assembly on March 1<sup>st</sup> to commemorate “Read Across America” week. He thanked the PTO for sponsoring the presentation. He also commented that the PTO conducted a “Penny Wars” fundraiser that raised a good amount of money.

Mr. Esposito reviewed the rationale behind various motions on the agenda as follows:

- The contract with the St. Luke’s Physician Group for the district’s school physician in motion 2.4
- The Finance Committee had met numerous times to discuss and review the preliminary FY25 budget which is listed under motion 2.5
- The contract listed as motion 2.6 which would provide services to conduct required evaluations for IEP students.
- Rationale behind motions 3.4 and 3.5 for hiring a PT aide and leave replacement teacher.
- Motion 4.3 to affirm the administrative regarding a HIB investigation that was determined to be unfounded.
- Motion 4.4 to approve the extending the ESY program for the summer of 2024.

Mr. Esposito and Mr. Mantz reviewed the FY25 budget with the Board.

Dawn Higgins read a thank you letter from Mrs. Sensinger, the district’s librarian, for the donation of books on behalf of the outgoing Board members.

**V. PUBLIC COMMENT**

- Karen Castanhas had a question regarding the crossing guards. While the Board thanked her for her comments, they directed her to the police department who has jurisdiction over the crossing guards.

**VI. 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**

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES – March 11, 2024**  
**Approved April 15, 2024**

Motion made by Kevin Noone, seconded by Holly Masenior, to approve the following board affairs agenda items **1.1** through **1.3**.

Motion carried by unanimous roll call vote.

- 1.1 To approve the minutes of the February 12, 2024 regular meeting.
- 1.2 To approve the minutes of the February 12, 2024 executive session.
- 1.3 To except Lisa Eller’s letter of resignation from the Board of Education effective immediately.

Dawn Higgins stated that Board would be advertising to fill the vacant Board of Education seat.

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

Motion made by Holly Masenior, seconded by Joseph Kresefsky, to approve the following business affairs agenda item **2.1** through **2.6** with motion **2.4\*** being tabled for consideration at the April meeting.

Motion carried by unanimous 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 **February 2024** 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 **February 29, 2024**, 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 3/11/24 current expense food service and regular account bill list.
- 2.3 To approve the following motion:  
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 Pre-K restrooms at Taylor Street Elementary 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.

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES – March 11, 2024**  
**Approved April 15, 2024**

2.4\* *To approve a contract with the St. Luke’s Physician Group to provide school physician services for a term beginning July 1, 2024 through June 30, 2025 at a cost of \$2,256.*

2.5 To approve the tentative 2024-2025 school district budget as follows:  
 BE IT RESOLVED that the tentative budget be approved for the 2024-2025 School Year using the 2024-2025 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	\$11,813,966	\$5,258,426
Special Revenue Fund	2,137,279	
Debt Service Fund	<u>175,000</u>	<u>162,739</u>
Total Base Budget	\$14,126,245	\$5,421,165

BE IT FURTHER RESOLVED, that a public hearing be held on May 6, 2024 at the Memorial School for the purpose of conducting a public hearing on the budget for the 2024-2025 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

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

**WASHINGTON BOROUGH BOARD OF EDUCATION**  
**REGULAR MEETING MINUTES – March 11, 2024**  
**Approved April 15, 2024**

expenditure of \$25,000 for all staff and board members.

- 2.6 To retroactively approve contract with Garden State AAC Specialists, LLC for the provision of Augmentative and Alternative Communication Evaluation & Therapeutic Services in the amount of \$1,300 and \$35 per 15 minute of parent/teacher consultation as needed, not to exceed a total of \$2000, beginning February 21, 2024 to the end of the 2023-2024 school year.

Joseph Kresefsky had questions about the contract in motion 2.6.

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

Motion made by Angela Bridygham, seconded by Joseph Kresefsky, to approve the following personnel affairs agenda item **3.1** through **3.6**.

Motion carried by unanimous 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, 2024.
- 3.2 To approve a maternity leave of absence request for Ms. Keelin McDonald from on or about May 17, 2024 through June 19, 2024 utilizing available sick days.
- 3.3 To approve a FMLA/NJFLA family leave of absence request for Mr. Brian McLaughlin, for 12 weeks beginning on or about May 20, 2024 to approximately October 21, 2024.
- 3.4 To approve Ms. Kaitlyn Zack as a part-time paraprofessional for the 2023-24 school year at a rate of \$22.87 (Step 2A) per hour not to exceed 29 hours per week beginning March 12, 2024 pending receipt of credentials.
- 3.5 To approve Ms. Victoria Pagonis as classroom leave replacement from May 6, 2024 to on or about June 12, 2024 at a prorated salary of \$78,675 (Step 11 MA+45) on the 2021-2024 W.E.A. salary guide with single benefits.
- 3.6 To approve Mr. Jordon Savacool as a substitute teacher for the 2023-2024 school year pending receipt of credentials.

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

Motion made by Angela Bridygham, seconded by Holly Masenior, to approve the following school affairs agenda items **4.1** through **4.5**.

Motion carried by unanimous roll call vote.

- 4.1 To approve the School Nurse’s Report for January and February, 2024.
- 4.2 To approve travel for Mr. Colby Deemer to attend the NJSBGA 26<sup>th</sup> Annual Conference/Expo in Atlantic City, NJ on March 18 – 20, 2024.

# WASHINGTON BOROUGH BOARD OF EDUCATION

## REGULAR MEETING MINUTES – March 11, 2024

Approved April 15, 2024

- 4.3 To affirm the administrative decision regarding the following HIB case: System assigned incident #7.
- 4.4 To approve the following Summer School 2024 Extended School Year Program, tentatively scheduled June 19 through July 23, Monday through Thursday from 8:30 a.m. – 11:30 a.m., student time: 9:00 a.m. – 11:30 a.m. (District closed: July 4)
- 4.5 To approve the following Student Enrichment field trip, Gr. 6, on May 28, 2024 to WCCSE Convocation STEM Day, Warren County Technical School, Washington, NJ.

Board Attorney Joanne Butler reviewed the process for interviewing for and filling the vacant Board of Education seat and the timeframe associated with doing so.

### VII. ADJOURNMENT

Motion made by Angela Bridygham, seconded by Joseph Kresefsky, to adjourn at 8:00 p.m.

Motion carried by unanimous voice vote.

Respectively submitted,

Tim Mantz  
Board Secretary