

# WASHINGTON TOWNSHIP SCHOOL DISTRICT

BOARD OF EDUCATION

AGENDA

Regular Meeting

September 25, 2017

6:00 P.M.

Board of Education  
2434 Rt. 563  
Egg Harbor City, NJ 08215

# Washington Township Board of Education

September 25, 2017 6:00 P.M.

## **STATEMENT TO THE PUBLIC/CALL TO ORDER**

This meeting is called to order under the New Jersey Open Public Meetings Act. The Secretary certifies that all requirements have been met. I, Charlene Lee, Board President, call this meeting to order at \_\_\_\_\_.

## **OPEN PUBLIC MEETINGS STATEMENT/SUNSHINE LAW**

The New Jersey Open Public Meetings Law was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies as any business affecting their interests is discussed or acted upon. In accordance with the provisions of this act, the Washington Township Board of Education has caused notice of this meeting to be given by having the date, time, and place mailed to the clerk of the municipality and posted on the Administrative Office’s bulletin boards.

## **ROLL CALL**

_____ Mr. Bartling	_____ Mrs. Giercyk
_____ Mrs. Del Nero	_____
_____ Mr. Del Nero	_____
_____ Mrs. Lee	

Required Personnel: Ms. Karen Gfroehrer, Business Administrator/Board Secretary \_\_\_\_\_ and Mr. Ronald Sahli, Solicitor \_\_\_\_\_

## **FLAG SALUTE**

### **1. COMMENTS FROM PUBLIC AND STAFF ON AGENDA ITEMS ONLY**

This meeting will now be open to the public for comments only on specific agenda items. If your comments pertain to students, personnel, litigation, or negotiations, we would ask that you see the Superintendent after the meeting since the Board does not generally discuss such items in public.

- Please state your name and address.
- Comments must be limited to two minutes per person.

### **2. BOARD MEMBER INTERVIEW –**

Melissa Achey

### **3. SWEARING IN OF NEWLY-ELECTED BOARD OF EDUCATION MEMBER**

#### **A. Administration of Oaths**

At this time the Board Attorney, Ron Sahli, shall administer the Oath of Office to the newly elected members of the Washington Township Board of Education.

I Melissa Achey do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and this State, under the authority of the people. So help me God.

I Melissa Achey do solemnly swear that I possess the qualifications prescribed by law for the office of member of a board of education and that I am not disqualified as a voter pursuant to R.S. 19:4-1 nor disqualified due to conviction of a crime or offense listed in N.J.S.A. 18A:12-1,

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and that I will faithfully, impartially and justly perform all the duties of the office the office according to the best of my ability. So help me God.”

## 4. PRESENTATIONS

**NJSBA Presentation – Mary Walters**

## 5. RESOLUTION FOR EXECUTIVE SESSION (IF NEEDED)

**Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to enter executive session:**

**RESOLVED**, that Washington Township Board of Education shall meet in Executive Session for the purpose of discussing \_\_\_\_\_ matters.

**FURTHER RESOLVED**, that the discussion of such subject matters in Executive Session will be disclosed to the public when the matter has been resolved, unless such is otherwise prohibited by law.

**Vote:**     \_\_\_ ayes     \_\_\_ nays     \_\_\_ absent     \_\_\_ abstain

**Time:** \_\_\_\_\_

## 6. RESUME PUBLIC PORTION OF MEETING

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to return to public session.

Time: \_\_\_\_\_

Vote:     \_\_\_ ayes     \_\_\_ nays     \_\_\_ absent     \_\_\_ abstain

## 7. BOARD OF EDUCATION BUSINESS

- Correspondence
- Old Business
  - GovDeals Sales
- New Business
  - Remaining Asset Disposal
  - Historical Items Disposal
  - Records Retention
- Reschedule Board Reorganization Meeting
  - January 2<sup>nd</sup> (Tuesday), January 4<sup>th</sup> (Thursday), January 5<sup>th</sup> (Friday)
- Tax Levy Committee Report

## 8. ADOPTION OF OFFICIAL NEWSPAPERS

The Press of Atlantic City, primary and the Burlington County Times, secondary.

## 9. MINUTES

**Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve the minutes for the following meeting minutes, as submitted by the School Business**

**Administrator/Board Secretary:**

- July 31, 2017: Special Meeting
- July 31, 2017: Executive Session Minutes

**Vote:**     \_\_\_ ayes     \_\_\_ nays     \_\_\_ absent     \_\_\_ abstain

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## 10. RECOMMENDATIONS OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_, upon recommendation of the Business Administrator, approve items 10A through 10F:

### A. Board of Education Monthly Financial Certifications:

**RESOLVED**, pursuant to *N.J.A.C. 6A:23-11(c)4* the Board certifies that according to the Board Secretary's Certification as of August 31, 2017, after review of the Secretary's Budget Reports for June 30, 2017, July 31, 2017 and August 31, 2017, as submitted, to the best of their knowledge:

- no major account or fund has been over-expended
- no line item account has encumbrances and expenditures which in total exceed the line item appropriation in violation of *N.J.A.C. 6A:23-11(b)* and *N.J.A.C. 6A:23-2-11(c)3&4* and
- that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

**RESOLVED**, that Board members are in receipt of the following Financial Reports and hereby accept **Board Secretary's Certifications**:

Treasurer's report for June 2017  
Board Secretary's report for June 2017  
Treasurer's report for July 2017  
Board Secretary's report for July 2017  
Treasurer's report for August 2017  
Board Secretary's report for August 2017

Pursuant to Administrative Code, *N.J.A.C. 6A: 23-2.11@3* I, Karen Gfroehrer, Board Secretary, certify that as of August 31, 2017, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Washington Township Board of Education pursuant to *N.J.S.A. 18A: 22-8.1*. In accordance with *N.J.A.C. 6A:23-2.11@2*, it is certified that there are no changes in anticipated revenue amounts and sources for the month of June 2017, July 2017 and August 2017.

### B. Approval of Expenditures:

1. Recommend approval of the following bills lists as per attached:

- July 2017 bills list in the amount of \$22,250.44
- August 2017 bills list in the amount of \$29,967.97
- September 2017 bills list in the amount of \$28,893.77

### C. Approval of Transfers:

1. Recommend approval of Expense Account Adjustment #000043 for June 2017, as per attached.
2. Recommend approval of Expense Account Adjustment #000001 to #000006 for July 2017, as per attached.
3. Recommend approval of Expense Account Adjustment #000007 for August 2017, as per attached.
4. Recommend approval of transfer in excess of the 10% maximum administrative allowable transfer amount for the purpose of records retention as follows:

<u>Account Number</u>	<u>Amount</u>
11-000-230-339	\$13,517.00

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## **D. Contracts:**

- 1. RESOLVED**, the Washington Township Board of Education enter into a tuition contract agreement with the Mullica Township Board to send 14 regular education students in grades 6-8, at a per pupil cost of \$11,718; 27 regular education students in grade 1-5, at a per pupil cost of \$11,119 and 6 regular education students in Preschool and Kindergarten at a per pupil cost of \$14,906 for a total revenue to the District of \$553,701 for the 2016-2017 school year. A prior year credit in the amount of (\$51,823) will be applied. The total adjusted tuition to be paid for the 2017-2018 school year is \$553,701.
- 2. RESOLVED**, the Washington Township Board of Education enter into a tuition contract agreement with the Mullica Township Board of Education for 1 special education student at a cost per pupil of \$35,148.00, for the 2017-2018 school year. A 2015-2016 prior year adjustment in the amount of \$17,356 will be applied. The total adjusted tuition to be received for the 2017-2018 school year is \$52,494.00.
- 3. RESOLVED**, the Washington Township Board of Education enter into a tuition contract agreement with the Mullica Township Board of Education for one-on-one aide services for one student at a total cost to the District of \$14,969.00, for the 2017-2018 school year.
- 4. RESOLVED**, the Washington Township Board of Education enter into a tuition contract agreement with the Atlantic County Special Services School District (ACSSSD) for Extended School Year for one students at a cost to the district of \$2,200.
- 5. RESOLVED**, the Washington Township Board of Education enter into a tuition contract agreement with the Atlantic County Special Services School District (ACSSSD) for the 2017-2018 school year for one student at a cost to the district of \$40,140.00. Payment will be deducted from State Aid.
- 6. RESOLVED**, the Washington Township Board of Education approve a Parental Contract for Student Transportation, for the 2017/2018 School Year, with Carla & Paul DiUlio, to transport their child to DCIT at a cost to the District of \$19,000.00.
- 7. RESOLVED**, the Washington Township Board of Education enter into a tuition contract agreement with the Atlantic County Special Services School District (ACSSSD) for Extended School Year Personal Aide Services for one student at a cost to the district of \$2,300.
- 8. RESOLVED**, the Washington Township Board of Education approve NJ Department of Human Services Commission for the Blind and Visually Impaired to provide services for one student for the 2017-2018 school year at a cost to the district of \$1,900.00. Payment will be deducted from State Aid.
- 9. RESOLVED**, the Washington Township Board of Education enter into a tuition contract with Greater Egg Harbor Regional High School District for the 2017/2018 School Year for a cost to the district of \$403,000.00 for 26 students at \$15,500 each.
- 10. RESOLVED**, the Washington Township Board of Education enter into a tuition contract with Atlantic County Special Services School District (ACSSSD) for one (1) personal aide for the 2017/2018 School Year at a cost to the district of \$41,490.00.

## **E. Disposal of Property:**

- 1.** Recommend approval of the following items:  
Classroom phones

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**F. Donation of Property to Mullica Township School District:**

Recommend approval to donate the following items to the Mullica Township School District:

1. Garland Master 2000 Oven (asset #12)
2. Garland Griddle/Oven
3. 2 tables (teacher's room)
4. Lathem Time Clock
5. Main office counter and 1 filing cabinet

**11. INFORMATIONAL ITEMS:**

The next regular meeting of the Board of Education to be held November 27, 2017.

**12. COMMENTS FROM MEMBERS OF THE PUBLIC, BOARD AND STAFF ON GENERAL TOPICS:**

This meeting will now be open to the public on any topic. If your comments pertain to students, personnel, litigation, or negotiations, we would ask that you see the Superintendent after the meeting since the Board does not generally discuss such items in public.

- \* Please state your name and address.
- \* Comments must be limited to two minutes per person.

**13. RESOLUTION FOR EXECUTIVE SESSION (if needed):**

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Board of Education shall meet in Executive Session for the purpose of discussing \_\_\_\_\_ matters.

**FURTHER RESOLVED**, that the discussion of such subject matters in Executive Session will be disclosed to the public when the matter has been resolved, unless such is otherwise prohibited by law.

Time: \_\_\_\_\_

Vote: \_\_\_\_\_ ayes \_\_\_\_\_ nays \_\_\_\_\_ absent \_\_\_\_\_ abstain

**14. RESUME PUBLIC PORTION OF MEETING**

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to return to public session.

Time: \_\_\_\_\_

Vote: \_\_\_\_\_ ayes \_\_\_\_\_ nays \_\_\_\_\_ absent \_\_\_\_\_ abstain

**15. ADJOURNMENT**

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ to adjourn meeting.

Vote: \_\_\_\_\_ ayes \_\_\_\_\_ nays \_\_\_\_\_ absent \_\_\_\_\_ abstain

Time: \_\_\_\_\_