

WASHINGTON TOWNSHIP SCHOOL DISTRICT

BOARD OF EDUCATION

AGENDA

Regular Meeting

August 18, 2014

7:00 P.M.

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

Washington Township Board of Education

August 18, 2014 7:00 P.M.

1. VISION STATEMENT:

Washington Township Schools aim to:

- Create an inviting learning environment that blends an assortment of instructional techniques while accepting all learning styles and abilities.
- Inspire our students to become global competitors who make responsible choices while building a strong sense of community.
- Cultivate life-long learners that embrace the value of education.

2. MISSION STATEMENT:

Based on the belief that Green Bank School maintains a positive and safe learning environment, our mission at Green Bank School is to promote physical, social, and emotional well-being. This is accomplished within a student-centered environment that differentiates instruction while adhering to the state and national standards with highly qualified teachers.

3. CALL TO ORDER

4. STATEMENT TO THE PUBLIC

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

5. 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.

6. ROLL CALL

_____ Mr. Bartling	_____ Mrs. Melita
_____ Mr. Capella	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Maatje-Lee	

Required Personnel: Dr. Brenda Harring-Marro _____ Ms. Karen Gfroehrer _____ Mr. Ronald Sahli _____

7. FLAG SALUTE

8. 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 personnel, legal and student 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.

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Vote: _____ ayes _____ nays _____ absent _____ abstain

Time: _____

Motion by _____ and seconded by _____ to resume public session.

Vote: _____ ayes _____ nays _____ absent _____ abstain

Time: _____

9. PRESENTATIONS

10. 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.

11. BOARD OF EDUCATION BUSINESS

- * Correspondence
- * Old Business
- * New Business
- * Committee Reports

12. MINUTES

Motion by _____ and seconded by _____ to approve the minutes for the following meetings as submitted by the School Business Administrator/Board Secretary to be accepted:

- June 23, 2014: Regular Meeting
- June 23, 2014: Executive Session
- July 31, 2014: Special Meeting

Vote: _____ ayes _____ nays _____ absent _____ abstain

13. RECOMMENDATIONS OF THE SUPERINTENDENT (Brenda Haring-Marro)

A. Vision/ Mission Statement:

Approve Washington Township School District Vision and Mission Statements for the 2014-2015 school year.

Vision Statement:

Washington Township Schools aim to:

- Create an inviting learning environment that blends an assortment of instructional techniques while accepting all learning styles and abilities.
- Inspire our students to become global competitors who make responsible choices while building a strong sense of community.
- Cultivate life-long learners that embrace the value of education.

Mission Statement:

Based on the belief that Green Bank School maintains a positive and safe learning environment, our mission at Green Bank School is to promote physical, social, and emotional

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well-being. This is accomplished within a student-centered environment that differentiates instruction while adhering to the state and national standards with highly qualified teachers.

B. Approve District and Board Goals for the 2014-2015 School Year:

District Goals

Goal B1: *Continue to explore and expand shared services or other areas of revenue to reduce costs and increase resources.*

Goal B2: *Continue to provide the best educational program for our students with the resources available.*

Goal B3: *Foster open communication and open-mindedness with the board/administrative team and with all district and community stakeholders.*

Goal B4: *Facilitate board recertification to facilitate board effectiveness.*

Goal B5: *Participate in the search process and provide input toward the appointment of the new superintendent with Mullica Township.*

Board Goals

Goal D1: *The superintendent, in cooperation with the administrative team and teaching staff, will assist students in meeting the demands of the Common Core State Standards (CCSS) for English Language Literacy and Mathematics providing articulation opportunities to infuse PARCC readiness lessons.*

Goal D2: *The superintendent, in cooperation with the administrative team and teaching staff, will use available technologies to continue to explore learning activities in Mathematics and Science to set the foundation for future STEM initiatives while attaining a deeper understanding of the CCSS for Mathematics and the NJ Core Curriculum Content Standards for Science and Technology.*

Goal D3: *The superintendent, in cooperation with the administrative teams and teaching staff, will examine and refine early childhood (PK/K) instructional practices to ensure foundational skills are implemented and aligned with the Common Core.*

Goal D4: *The superintendent, in cooperation with the administrative team and teaching staff, will communicate the importance of attending school to both students and parents through the implementation of policy as well as incentives to prevent students from becoming chronically absent.*

Goal D5: *The superintendent, in cooperation with the administrative team and teaching staff, will enhance communication between home and school regarding curriculum initiatives so parents/guardians are well informed of expectations to support his/her child(s) educational development.*

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C. Personnel:

C1. Substitute Rates for the 2014-2015 School Year:

Approve substitute rates for the 2014-2015 school year:

Category	Rate of Pay (Daily)
60 Credits	\$ 70.00
BA/BS Degree	\$ 75.00
Certified Teacher	\$ 80.00
School Nurse	\$ 95.00
Substitute Teacher Aide	\$ 10.00 (per hr.)
Custodial Staff	\$ 10.00 (per hr.)
Secretarial Substitute	\$ 10.00 (per hr.)

C2. Appoint and Hire Part-Time Music Teacher:

Appoint and hire part-time Music Teacher, Mr. Patrick J. Connelly, Step 1 BA \$2,831.00, effective September 1, 2014.

C3. Substitute Caller:

RESOLVED, the Washington Township Board of Education approve Joan Longfield as substitute caller for the 2014-2015 school year with an annual stipend of \$500.00 to be paid in two increments, December and June.

C4. Substitute Personnel:

Approve the following personnel pending receipt of appropriate documentation for 2014 – 2015.

Name	Substitute Category	Rate of Pay
Faith Buchanan	Certified Teacher	\$ 80.00 (Daily)
Jeanette DePiero	Certified Teacher	\$ 80.00 (Daily)
Lisa Downs	Certified Teacher	\$ 80.00 (Daily)
Danielle Eaton	Certified Teacher	\$ 80.00 (Daily)
Deneen St.Amour	Substitute Teacher	\$ 70.00 (Daily)
Karen O'Neill	Substitute Teacher Aide	\$ 10.00 (Hourly)
Angie Ruberton	Substitute Teacher Aide	\$ 10.00 (Hourly)
Barbara Carr	Substitute Teacher Aide	\$ 10.00 (Hourly)
Barbara Carr	Substitute School Secretary	\$ 10.00 (Hourly)
Deneen St.Amour	Substitute School Secretary	\$ 10.00 (Hourly)
Karen O'Neill	Substitute School Secretary	\$ 10.00 (Hourly)
Maryann Wyld	Substitute School Secretary	\$ 10.00 (Hourly)
Donna Yarem	Substitute School Nurse	\$ 95.00 (Daily)
Rhonda Goodrich	Substitute School Nurse	\$ 95.00 (Daily)

D. Curriculum/Student Matters

D1. School Nurse Standing Orders for 2014-2015:

Approve the 2014-2015 School Nurse's Standing Orders as reviewed and approved by the School Nurse, Charlotte Zacker, MSN, and School Physician, Stephen Nurkiewicz, MD.

(See Attachment D-1).

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D2. School Nurse’s Service Plan for 2014-2015:

Approve School Nurse’s Service Plan for the 2014-2015 school year. (See Attachment D-2).

D3. District Mentoring Plan Statement of Assurance:

Approve submission of District Mentoring Plan Statement of Assurance to the Burlington County Superintendent’s office. (See Attachment D-3)

D4. PK-8 Curriculum Revisions:

Revised Core Curriculum Content Standards	Implementation of Revised Curriculum
English/Language Arts & Literacy	September 2014
Mathematics (Grades 3-5)	September 2014
Visual & Performing Arts	September 2014
Comprehensive Health and Physical Education	September 2014
Technology	September 2014
21 st Century Life and Careers	September 2014
World Languages	September 2014
Social Studies	September 2014

D5. Affirm Harassment, Intimidation, & Bullying Incidents:

Affirm the Harassment Intimidation, and Bullying incidents described in the Superintendent’s Report as resolved by the building principal or designee i.e. Bullying Specialist, Bullying Coordinator.

Consequence Key

SD – School Detention	C – Counseling	CR – Conflict Resolution
PM – Peer Mediation	COM – Signed Complaint	PN – Police Notification
ISS – In-School Suspension	OSS – Out of School Suspension	PC – Parent Contact

Date	Victim’s Id	Grade	Offender’s Id	Grade	Consequence
N/A					

D6. Participation of Professional Meetings, Workshops, etc.:

Approve the expenses related to meetings/professional activities as listed below.

Name	Location	Date	Cost	Travel	Meals	Lodging	Notes
N/A							

D7. Field Trips

Date	Time	Place	Class	Cost

Action: Motion by: _____	
Second by: _____	
_____ Mr. Bartling	_____ Mrs. Melita
_____ Mr. Capella	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Maatje-Lee	

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E. Board/Policy

E1. Approve following policies for First Reading:

1. Adoption of Policy # 6511 Direct Deposit:

Adoption of Policy # 6511 Direct Deposit upon first reading.
(See Attachment E-1-1)

F. Superintendent's Report: (Brenda Harring-Marro)

Upon recommendation of Superintendent:

A. School District Enrollment:

Grade	Enrollment	School Choice (included)
Pre-K	5	
K	4	1
1	8	
2	8	
3	4	
4	6	
Total	35 <i>(as 8/18/14)</i>	
MULLICA	30	
CEDAR CREEK	32	
BCIT	5	

B. Child Study Team Report:

Grade	Enrollment	School Choice (included)
GREEN BANK		
Preschool	0	
K	0	
1	0	
2	0	
3	1	
4	0	
MULLICA		
5	1	1
6	1	1
7	1	3
8	1	
Homebound	0	
Self-Contained	2	
Atlantic County S.S.		
1	1	

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Total Special Education Students:

Special Education Students in District	=	1
Special Education Students Out of District	=	6
Tuition Students Received	=	0
Total Active Students as of 08/18/14	=	7

C. Fire Drills:

Date	Time	Length	Type
N/A			

G. FYI:

N/A

H. Facilities:

N/A

14. RECOMMENDATIONS OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

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 June 30, 2014, after review of the Secretary's Budget Reports for June 30, 2014, 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 2014
Board Secretary's report for June 2014

Pursuant to Administrative Code, *N.J.A.C. 6A: 23-2.11@3* I, Karen Gfroehrer, Board Secretary, certify that as of June 30, 2014, 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 2014.

Action: Motion by: _____	
Second by: _____	
_____ Mr. Bartling	_____ Mrs. Melita
_____ Mr. Capella	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Maatje-Lee	

B. Approval of Expenditures:

B1. Recommend approval of Total Payroll Expense for:

- June 13, 2014 \$23,757.09

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- June 25, 2014 \$23,552.22
- July 15, 2014 \$1,789.71
- July 30, 2014 \$4,618.76

Action: Motion by: _____	
Second by: _____	
_____ Mr. Bartling	_____ Mrs. Melita
_____ Mr. Capella	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Maatje-Lee	

B2. Recommend approval of the following bills lists as per attached:

- June 30, 2014 bills list in the amount of \$255,264.51
- July 2014 bills list in the amount of \$21,326.17
- August 2014 bills list in the amount of \$13,215.48

Action: Motion by: _____	
Second by: _____	
_____ Mr. Bartling	_____ Mrs. Melita
_____ Mr. Capella	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Maatje-Lee	

C. Approval of Transfers:

- Recommend approval of appropriation adjustment #000067 to #000085 for June 2014, as per attached.
- Recommend approval of year-to-date disbursement adjustment #000007 to #000010 for June 2014, as per attached.
- Recommend approval of appropriate adjustment #000067 of \$3,250.00 from Fund 11 to Fund 12 (Acct#12-000-300-730) to purchase non-instructional equipment, a networked server.
- Recommend approval to transfer \$23,000 from Maintenance Reserves to General Fund in the 2014-2015 School Year due to a reduction of State Aid, Revised FY 14-15 Choice Aid.

Action: Motion by: _____	
Second by: _____	
_____ Mr. Bartling	_____ Mrs. Melita
_____ Mr. Capella	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Maatje-Lee	

D. Request for Proposal

N/A

E. Grants:

N/A

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F. Contracts:

- F1. RESOLVED**, the Washington Township Board of Education approves to enter into contract with Mullica Township School District for shared services for the literacy consultant, Deborah Adams, not to exceed \$2,463.00 in Title II funds, for the 2014-2015 school year.
- F2. RESOLVED**, the Washington Township Board of Education approves to enter into contract with Burlington County Institute of Technology for five (5) students, at a cost of \$3,121.00 per student for a total amount of \$15,605.00, for the 2014-2015 school year.
- F3. RESOLVED**, the Washington Township Board of Education approves to enter into the Cooperative Pricing Resolution of Burlington County Cooperative (#4 BUCCP) effective January 1, 2015 to December 31, 2020.
- F4. RESOLVED**, the Washington Township Board of Education approves the renewal of Tyco SimplexGrinnel for monitoring (\$564.71) and testing and inspecting (\$1,861.54) of the fire alarm system for the 2014-2015 school year for an annual cost of \$2,426.25.
- F5. RESOLVED**, the Washington Township Board of Education approves the contract with Greater Egg Harbor Regional School District for transportation through First Student, Inc for transportation to Burlington County Institute of Technology (BCIT) for the 2014-2015 school year for a cost of \$37,706.40 plus an administrative fee of 3.62%, for a total compensation of \$39,071.38.
- F6. RESOLVED**, the Washington Township Board of Education approves the renewal with D.A.D. Inc for a Water Management Program for the 2014-2015 school year at an annual cost of \$1,680.
- F7. RESOLVED**, the Washington Township Board of Education approves to enter into the Burlington County Inclusion Project (BCIP) for the 2014-2015 School Year for a cost of \$121.25.

Action: Motion by: _____	
Second by: _____	
_____ Mr. Bartling	_____ Mrs. Melita
_____ Mr. Capella	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Maatje-Lee	

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G. Cancel Checks:

RESOLVED, the Washington Township Board of Education approves to cancel the following checks from the 2012-2013 school year.

Account	Check #	Amount
General	6748	\$49.15
General	6879	\$159.39
General	6302013	\$137.76
Payroll	5010	\$43.71
Payroll	5661	\$2,076.01
Total		\$2,466.02

Action: Motion by: _____	
Second by: _____	
____ Mr. Bartling	____ Mrs. Melita
____ Mr. Capella	____ Mr. Scamoffa
____ Mrs. Ford	____ Mr. Senn
____ Mrs. Maatje-Lee	

H. NJ School Boards Workshop

RESOLVED, the Washington Township Board of Education approves the attendance of its board members and administrators for professional development workshops & exhibitions at the Atlantic City Convention Center, Atlantic City from October 28-30, 2014. Total cost to the district is \$1,200.00.

(Option for individual registration for \$200.00)

Action: Motion by: _____	
Second by: _____	
____ Mr. Bartling	____ Mrs. Melita
____ Mr. Capella	____ Mr. Scamoffa
____ Mrs. Ford	____ Mr. Senn
____ Mrs. Maatje-Lee	

I. Disposal of Assets

RESOLVED, the Washington Township Board of Education approves the disposal of assets listed below, to be properly discarded by Techrecyclers Inc.

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Serial Number of CPUs (total 23)	Monitors (total 22)	TVS (total 3)
919F851	MY-0X3782-47603-45H-B0YZ	V13411286
709F851	MY-0X3782-47603-45I-B18N	922-32270548
819F851	MY-0X3782-47603-45H-B12T	822-33420068
G19F851	MY-0X3782-47603-45I-B18M	
909F851	AI059935	
319F851	MX-06C046-47801-12R-H12X	
719F851	MY-0X3782-47603-45H-B12N	
609F851	MY-0X3782-47603-45H-B1TX	
D19F851	TH01913709	
FWQDG01	MY-0X3782-47603-45H-B16X	
9XQDG01	MY-0X3782-47603-45H-B16W	
2XQDG01	MY-0X3782-47603-45H-B117	
6SVNM01	MY-0X3782-47603-45H-B17P	
F19F851	MY-0X3782-47603-45H-B12P	
119F851	MY-0X3782-47603-45H-B0ZF	
J09F851	MX-07C054-47801-150-B03S	
D09F851	MX-06C046-47801-12R-H12T	
4XQDG01	MY-0X3782-47603-45H-B15Y	
1020712	MY-0X3782-47603-45H-B0ZW	
6XQDG01	MY-0X3782-47603-45H-B11S	
US03756863	MX-06C046-47801-12R-H12S	
59YL0C1	MX-06C046-47801-12R-H12N	
316		

Other Equipment		
Old printers	7	No serial number
MAC computers (EMAC)	4	26
		31
		35
		38
Server	1	19
Overhead projector	1	2091785
Scanner	1	No serial number

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Action: Motion by: _____	
Second by: _____	
_____ Mr. Bartling	_____ Mrs. Melita
_____ Mr. Capella	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Maatje-Lee	

J. Informational Items:

- The next regular meeting of the board of education to be held September 22, 2014.
- The State of New Jersey revised their FY 2014-2015 Choice Aid. There is a reduction of \$23,956.

15. RESOLUTION FOR EXECUTIVE SESSION (if needed):

Motion by _____ and seconded by _____ that the Board of Education shall meet in Executive Session on September 22, 2014, for the purpose of discussing personnel, legal, and student 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

16. RESUME PUBLIC PORTION OF MEETING

Motion by _____ and seconded by _____ to return to public session. Time: _____

Vote: _____ ayes _____ nays _____ absent _____ abstain

17. 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.

18. ADJOURNMENT

Motion by _____ and seconded by _____ to adjourn meeting.

Vote: _____ ayes _____ nays _____ absent _____ abstain

Time: _____