

# WASHINGTON TOWNSHIP SCHOOL DISTRICT

BOARD OF EDUCATION

AGENDA

Regular Meeting

February 29, 2016

7:00 P.M.

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

# Washington Township Board of Education

February 29, 2016 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
_____ Mrs. Del Nero	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Lee	

Required Personnel: Dr. Thomas Baruffi \_\_\_\_\_ 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.

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

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## 9. PRESENTATIONS-N/A

## 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
  - Mullica Township BOE request to the Board President to participate in the superintendent search
  - Mr. Todd Flora, Executive County Superintendent of Schools, letter to David Hespe, Commissioner, NJ Department of Education
- Old Business
- New Business
- Committees

**Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_** to approve Jeremy Senn, Board President, to act as the Board's representative to participate in the superintendent search as requested by the Mullica Township Board of Education.

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

## 12. MINUTES

**Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_** to approve the minutes for the following meetings as submitted by the School Business Administrator/Board Secretary:

- January 4, 2016: Special Meeting

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

## 13. RECOMMENDATIONS OF THE SUPERINTENDENT (Dr. Thomas Baruffi, Interim Superintendent)

**Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_** by Superintendent recommendation to approve items 13A2 – 13C2j:

### A. Personnel:

#### 1. Substitute Personnel:

Approve the following personnel pending receipt of appropriate documentation for 2015-2016 school year:

Name	Type of Substitute Category	Rate of Pay	Location
N/A			

#### 2. Green Bank Education Association 2015-2016 Negotiated Agreement:

**RESOLVED**, to approve the 2015-2016 negotiated agreement between the Washington Township Board of Education and the Green Bank Education Association.

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## B. Curriculum/Student Matters

**1. Approval of Revised 2015-2016 School Calendar:**

Approve revised 2015-2016 school calendar. (See attached 13-B-1)

**2. Approval of 2016-2017 School Calendar:**

Approve 2016-2017 school calendar. (See Attached 13-B-2)

**3. Approve Submission of the Bi-Annual HIB Report and EVVRS Report:**

Approve submission of the Bi-Annual HIB report submitted to the NJDOE by January 30, 2016 as per the presentation provided on January 7, 2016.

**4. 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					

**5. Participation of Professional Meetings, Workshops, etc.:**

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

Name	Date	Time	Place	Class	Cost
N/A					

**6. Field Trips**

Date	Place	Time	Cost	Transportation
4/8/16	Tuckerton Seaport Tuckerton, NJ	9:00am-3:00pm	\$432.00 Target Grant is paying for this trip and transportation	\$409.15

## C. Board/Policy:

**Policy Committee Report**

**1. Approve following policies for first reading**

- a. Policy # 0152 - Board Officers
- b. Policy # 3322 - Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
- c. Policy # 4322 - Staff Member's Use of Personal Cellular Telephones/Other Communication Devices
- d. Policy # 5330 - Administration of Medication
- e. Regulation # 5330 - Administration of Medication

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- f. Policy # 5339 - Screening for Dyslexia
- g. Policy # 5615 - Suspected Gang Activity
- h. Policy # 5756 - Transgender Students
- i. Policy # 8540 - School Nutrition Programs
- j. Abolish Regulation # 8540 - Free and Reduced Rate Meals
- k. Policy # 8550 - Outstanding Food Service Charges
- l. Policy #8630 - Bus Driver/Bus Aide Responsibility
- m. Regulation #8630 - Emergency School Bus Procedures
- n. Policy # 8820 - Opening Exercises

**2. Approve following policies for second reading:**

- a. Policy #0134 - Board Self Evaluation
- b. Policy #2622 - Student Assessment
- c. Policy #3212 - Attendance
- d. Policy #3218 - Substance Abuse
- e. Regulation #3218 - Substance Abuse
- f. Policy #4212 - Attendance
- g. Policy #4218 - Substance Abuse
- h. Regulation #4218 - Substance Abuse
- i. Policy #5200 - Attendance
- j. Regulation #5200 - Attendance

_____ Mr. Bartling	_____ Mrs. Melita
_____ Mrs. Del Nero	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Lee	

**D. Superintendent's Report: (Dr. Thomas Baruffi, Interim Superintendent)**

**1. School District Enrollment:**

Grade	Enrollment	School Choice (included)
Pre-K	7	
K	5	
1	7	1
2	8	
3	5	
4	4	
<b>Total</b>	<b>36</b>	
	<b>(as 02/29/16)</b>	
<b>MULLICA</b>	<b>28</b>	5

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<b>CEDAR CREEK</b>	<b>32</b>	
<b>BCIT</b>	<b>4</b>	

**2. Child Study Team Report:**

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

**Total Special Education Students:**

Special Education Students in District	=	5
Special Education Students Out of District	=	6
Tuition Students Received	=	0
<b>Total Active Students as of 02/29/16</b>	<b>=</b>	<b>11</b>

**3. Fire Drills:**

Date	Time	Length	Type
12/9/15	10:43 AM	4 Minutes	Regular
12/11/15	12:40 PM	4 Minutes	Security-Bomb
1/8/16	1:41 PM	3 Minutes	Regular
1/27/16	1:23 PM	15 Minutes	Security-Tabletop

**E. FYI:**

N/A

**F. Facilities:**

1. December Facilities Report (See Attachment 13-F-1)
2. January Facilities Report (See Attachment 13-F-2)

**G. Nurse's Report:**

1. December Nurse's Report (See Attachment 13-G-1)

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2. January Nurse's Report (See Attachment 13-G-2)

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

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ by Business Administrator/Board Secretary recommendation to approve items H – H-F1:

**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 December 31, 2015, after review of the Secretary's Budget Reports for December 31, 2015, 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 December 2015  
Board Secretary's report for December 2015

Pursuant to Administrative Code, *N.J.A.C. 6A: 23-2.11@ (3) I*, Karen Gfroehrer, Board Secretary, certify that as of December 31, 2015, 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 December 2015.

### A. Approval of Expenditures:

1. Recommend approval of Total Payroll Expense for:

- December 15, 2015       \$24,207
- December 23, 2015       \$22,919
- January 15, 2015         \$22,563
- January 30, 2015         \$23,073

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

- January 2016 bills list in the amount of \$239,473.52
- February 2016 bills list in the amount \$141,299.37

### B. Approval of Transfers:

1. Recommend approval of Expense Account Adjustment #000017 for December 2015, as per attached.

### C. Request for Proposal:

None

### D. Grants:

1. Recommend the submission of the 2015-2016 IDEA grant amendment to incorporate carryover funds from the 2014-2015 grant:

Basic:       \$26,820  
Preschool: \$ 1,817

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Total: \$28,637

2. Recommend the submission of the 2015-2016 NCLB grant amendment to incorporate carryover funds from the 2014-2015 grant:

Title IA: \$14,000

Title IIA: \$ 4,616

Total: \$28,637

**E. Contracts:**

1. Recommend to amend HFA, Holman/Frenia Allison PC Contract to include an additional \$1,000.00 due to GASB 68.
2. Recommend the Education Consortium (ECTS) Authorized Representatives to manage E-Rate.

**F. Dual Use Classroom Application:**

1. Recommend the application to the Burlington County Department of Education for the dual use of the Preschool/Kindergarten classroom (Room 106) for the 2015-2016 school year.

_____ Mr. Bartling	_____ Mrs. Melita
_____ Mrs. Del Nero	_____ Mr. Scamoffa
_____ Mrs. Ford	_____ Mr. Senn
_____ Mrs. Lee	

**G. Informational Items:**

The next regular meeting of the Board of Education to be held March 21, 2016.

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

Motion by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the Board of Education shall meet 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

**I. RESUME PUBLIC PORTION OF MEETING**

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

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

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

**J. 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.



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## **K. ADJOURNMENT**

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

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

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