

WASHINGTON TOWNSHIP SCHOOL DISTRICT

BOARD OF EDUCATION

AGENDA

Regular Meeting

September 22, 2014

7:00 P.M.

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

Washington Township Board of Education

September 22, 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. 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.

Washington Township Board of Education

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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:

- August 18, 2014: Regular Meeting
- August 18, 2014: Executive Session

Vote: _____ ayes _____ nays _____ absent _____ abstain

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

A. Personnel:

1. Retirement of Custodian

Accept retirement notification, with regret and appreciation for 3 years, 5 months of service, from Anthony Fierro, Custodian, effective December 1, 2014.

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

B. Curriculum/Student Matters

1. Affirm Harassment, Intimidation, & Bullying Incidents:

Washington Township Board of Education

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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					

2. 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							

3. Field Trips

Date	Time	Place	Class	Cost
N/A				

4. Memorandum of Agreement with NJ State Police Law Enforcement & Washington Township Board of Education:

Approve the Memorandum of Agreement between the State Police and Washington Township Board of Education for the 2014-2015 school year.

5. Approval of Submission of the 2014-2015 School Safety & Security Plan:

Approve submission of the 2014-2015 School Safety & Security Plan to Burlington County Superintendent's Office for approval. (See Attachment 13B-5)

6. Approve HIB Self-Assessment Survey Results:

Approval of HIB Self-Assessment Survey results to NJDOE. (See Attachment 13B-6)

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

C. Board/Policy

1. Approve following policies for Second Reading:

a. Adoption of Policy # 6511 Direct Deposit:

Adoption of Policy # 6511 Direct Deposit upon Second reading.
(See Attachment 13C1-a)

Washington Township Board of Education

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

1. School District Enrollment:

Grade	Enrollment	School Choice (included)
Pre-K	7	
K	5	1
1	8	
2	7	
3	4	
4	7	
Total	39 (as 9/22/14)	
MULLICA	30	5
CEDAR CREEK	32	
BCIT	6	

2. Child Study Team Report:

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

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 9/22/14	=	7

3. Fire Drills:

Date	Time	Length	Type
N/A			

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4. FYI:

N/A

5. Facilities:

- a. August (See Attachment 13E-1)

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 July 31, 2014, after review of the Secretary's Budget Reports for July 31, 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 July 2014
Board Secretary's report for July 2014

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

1. Recommend approval of Total Payroll Expense for:

- August 15, 2014 \$1,789.71
- August 29, 2014 \$2,576.63

tion by: _____	
ond by: _____	
artling	Melita
apella	camoffa
ord	enn
Maatje-Lee	

Washington Township Board of Education

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

- September 2014 bills list in the amount of \$82,878.66

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 #000001 to #000025 for July 2014, as per attached.

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:

1. **RESOLVED**, the Washington Township Board of Education submits and accepts the Amendment to the Individuals with Disabilities Act (IDEA) Basic grant for an additional \$2,527.00, for a total of \$34,198.00 for school year 2013-2014.

F. Contracts:

1. **RESOLVED**, the Washington Township Board of Education approves to enter into contract with Mullica Township School District for the 2014-2015 school year.

WHEREAS, the Mullica Township Board of Education shall prepare and provide food for the number of lunches and breakfasts as required each day by the Washington Township Board of Education per contract terms.

2. **RESOLVED**, the Washington Township Board of Education approves to enter into contract with Mullica Township School District for the 2014-2015 school year for the below listed shared services for a total of \$164,773.00.

<u>Shared Services Agreement:</u>	
SSA Business Services:	\$50,232
SSA Administration Services:	\$75,250
SSA Instruction:	\$23,100
SSA CST:	\$5,000
SSA Café:	\$3,191
SSA Speech:	\$8,000
<i>Subtotal</i>	<u>\$164,773</u>

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3. **RESOLVED**, the Washington Township Board of Education enters into a tuition agreement contract with the Mullica Township School District for two special education, self-contained students in 5th grade at a cost for each pupil of \$25,000 for a total district cost of \$50,000 per contract terms for the 2014-2015 school year.
4. **RESOLVED**, the Washington Township Board of Education enters into a tuition agreement contract with the Mullica Township School District (24) students in Grades 6-8, at a cost of \$12,511.00 per student, and (5) students in Grade 5, at a cost of \$10,466.00 per student, for a grand total of \$352,594.00 for the 2014-2015 school year.
5. **RESOLVED**, the Washington Township Board of Education approves purchase of (32) mathematics books (MyMath Series) through Mullica Township Board of Education at \$18.72 each for a total of \$599.04.
 - a. Kindergarten: six books
 - b. Grade One: seven books
 - c. Grade Two: eight books
 - d. Grade Three: four books
 - e. Grade Four: seven books
6. **RESOLVED**, the Washington Township Board of Education approves the services contract with the State of New Jersey, Department of Human Services, Commission for the Blind and Visually Impaired for one student for school year 2014-2015 for \$1,800.00, which will be deducted from state aid.
7. **RESOLVED**, the Washington Township Board of Education approves the tuition agreement contract with Greater Egg Harbor Regional High School District for 31 students for school year 2014-2015 at \$14,824.00 per student, plus a tuition adjustment for school year 2012-2013 in the amount of \$35,844.86, for a total amount of \$495,388.86.
8. **RESOLVED**, the Washington Township Board of Education approves the tuition agreement contract with Atlantic County Special Services School District for one student for school year 2014-2015 for \$38,880.00, plus an out of district fee for \$5,000.00. In addition, there is a tuition adjustment from SY 2013/14 for \$10,623.00, for a total amount of \$54,503.00.
9. **RESOLVED**, the Washington Township Board of Education approves the shared service with Mullica Township School District for Art, Technology, and Gym/Physical Education classes for the 2014-2015 school year at an annual cost of \$3,850.00 per class.

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

10. **RESOLVED**, the Washington Township Board of Education approves Approve Language Arts Literacy Consultant, Debbie Adams for the 2014-2015 school year not to exceed \$2,463.00 from the Title II funds.

Washington Township Board of Education

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G. 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.

<i>Name</i>	<i>Location</i>	<i>Date</i>	<i>Cost</i>	<i>Travel</i>	<i>Meals</i>	<i>Lodging</i>	<i>Notes</i>
Scott Bartling	Atlantic City	10/28/14-10/30/14	Included in Group Rate	TBD	\$0	\$0	NJSBA Annual Convention
Frank Capella	Atlantic City	10/28/14-10/30/14	Included in Group Rate	TBD	\$0	\$0	NJSBA Annual Convention
Fatima Ford	Atlantic City	10/28/14-10/30/14	Included in Group Rate	TBD	\$0	\$0	NJSBA Annual Convention
Charlene Maatje-Lee	Atlantic City	10/28/14-10/30/14	Included in Group Rate	TBD	\$0	\$0	NJSBA Annual Convention
Karen Melita	Atlantic City	10/28/14-10/30/14	Included in Group Rate	TBD	\$0	\$0	NJSBA Annual Convention
Bill Scamoffa	Atlantic City	10/28/14-10/30/14	Included in Group Rate	TBD	\$0	\$0	NJSBA Annual Convention
Jeremy Senn	Atlantic City	10/28/14-10/30/14	Included in Group Rate	TBD	\$0	\$0	NJSBA Annual Convention

(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	

H. Local Tax Schedule

RESOLVED, the Washington Township Board of Education has requested the Washington Township Tax Schedule for School Year 2014-15 for a total of \$1,226,145.00 (\$1,107,245.00 for local tax levy and \$118,900.00 for township donation)

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2014 - 2015 School Year Local Tax Levy	
Date	Amount
7/1/2014	\$ 102,178.75
8/1/2014	\$ 102,178.75
9/1/2014	\$ 102,178.75
10/1/2014	\$ 102,178.75
11/1/2014	\$ 102,178.75
12/1/2014	\$ 102,178.75
1/1/2015	\$ 102,178.75
2/1/2015	\$ 102,178.75
3/1/2015	\$ 102,178.75
4/1/2015	\$ 102,178.75
5/1/2015	\$ 102,178.75
6/1/2015	\$ 102,178.75
Total	\$ 1,226,145.00

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

I. Informational Items:

- The next regular meeting of the board of education to be held October 27, 2014.

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:

Washington Township Board of Education

September 22, 2014 7:00 P.M.

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: _____