

WASHINGTON TOWNSHIP SCHOOL DISTRICT

BOARD OF EDUCATION

AGENDA

Regular Meeting

September 28, 2015

7:00 P.M.

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

Washington Township Board of Education

September 28, 2015 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. 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

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- Board goal setting workshop

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:

- April 21, 2015: Regular Meeting
- April 21, 2015: Executive Session
- June 22, 2015: Regular Meeting
- June 22, 2015: Executive Session – None
- August 31, 2015: Regular Meeting
- August 31, 2015: Executive Session - None

Vote: ___ **ayes** ___ **nays** ___ **absent** ___ **abstain**

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

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 | | | |

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

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B. Curriculum/Student Matters:

1. 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 2015-2016 school year.

2. Approval of Part-Time Basic Skills/In-Class Support Position for the 2015-2016 School Year:

Approve part-time basic skills/in-class support position for the 2015-2016 school year.

3. Appoint and Hire Part-Time Teacher:

Appoint and hire part-time Teacher, Ms. Deepa Mirpuri McCabe, Step 2 BA Prorated \$19,789.00 effective TBD. Pending completion of criminal history requirements. To be paid With NCLB Title IA and REAP funds.

4. Approval of the HIB Self-Assessment Score:

Approve the HIB Self-Assessment score of 52 for the Washington Township School District. All of the components were identified as meeting or exceeding requirements.

4. Approval of Submission of the 2015-2016 School Safety & Security Plan:

Approve submission of the 2015-2016 School Safety & Security Plan to Burlington County Superintendent's Office for approval.

5. School Nurse's Service Plan for 2015-2016:

Approve School Nurse's Service Plan for the 2015-2016 school year.
(See Attachment 13-B-5)

6. 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 | | | | | |

7. 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 | | | | | |

8. Field Trips

| Date | Place | Event | Cost | Transportation |
|----------|----------------------------|--------------------------|----------|----------------|
| 10/16/15 | Silverton Farm, Toms River | PreK-4 9:00am-1:00pm | \$180.00 | \$309.15 |
| 12/7/15 | Broadway Theater, | PreK-4 8:45am-12:30pm | \$252.00 | \$309.15 |

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| | | | |
|--|--------|--|--|
| | Pitman | | |
|--|--------|--|--|

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

C. Board/Policy:

N/A

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 | |
| Total | 36 | |
| | <i>(as 09/28/15)</i> | |
| MULLICA | 29 | 5 |
| CEDAR CREEK | 31 | |
| BCIT | 5 | |

2. Child Study Team Report:

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

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Total Special Education Students:

| | | |
|---|----------|----------|
| Special Education Students in District | = | 5 |
| Special Education Students Out of District | = | 4 |
| Tuition Students Received | = | 0 |
| Total Active Students as of 09/28/15 | = | 9 |

3. Fire Drills: N/A

| Date | Time | Length | Type |
|------|------|--------|------|
| | | | |
| | | | |

E. FYI:

N/A

F. Facilities:

- August Facilities Report (See Attachment 13-F-1)

G. Nurse's Report:

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

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

B. Approval of Expenditures:

- Recommend approval of Total Payroll Expense for:

- August 14, 2015 \$1,823.67
- August 28, 2015 \$1,823.67

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

- September 28, 2015 bills list in the amount of \$77,396.78

C. Approval of Transfers:

- Recommend approval of Expense Account Adjustment #000001 to #000011 for August 2015, as per attached.

D. Request for Proposal:

None

E. Grants:

- None

F. Contracts:

1. **RESOLVED**, the Washington Township Board of Education approve Ron Sahli as Board Solicitor for 2015-2016 School Year.

2. **RESOLVED**, the Washington Township Board of Education approves to enter into contract with Mullica Township School District for the 2015-2016 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.

3. **RESOLVED**, the Washington Township Board of Education approve the 2015-2016 tuition contract with the Greater Egg Harbor Regional High School District for 34 students grades 9-12 at a cost of \$15,100.00 per pupil for a total cost of \$541,527.08.

4. **RESOLVED**, the Washington Township Board of Education approve the 2015-2016 transportation contract with the Greater Egg Harbor Regional High School District for the following routes:

| | |
|----------------------------|--------------------|
| CM14D | \$27,361.80 |
| CM13C | \$23,927.40 |
| CM13Q | \$18,361.80 |
| Administration Fee @ 4.25% | <u>\$ 2,960.20</u> |
| Total: | \$72,611.20 |

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

G. Informational Items:

- The next regular meeting of the Board of Education to be held October 26, 2015.
- Payroll verification

15. 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.

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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: _____