

WASHINGTON TOWNSHIP SCHOOL DISTRICT

BOARD OF EDUCATION

MEETING MINUTES

Regular Meeting

February 9, 2015

7:00 P.M.

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

2014/15-000615

Washington Township Board of Education

February 9, 2015 7:00 P.M.

VISION STATEMENT

BOE Vision

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

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.

CALL TO ORDER

Call to Order

Mr. Jeremy Senn, Board President, called the regular meeting of the Washington Township Board of Education to order at 7:03 P.M.

OPEN PUBLIC MEETINGS STATEMENT/SUNSHINE LAW

Sunshine Law

Mr. Senn read the announcement regarding the Open Public Meetings Act stating that in accordance with the law, this meeting has been advertised as required.

ROLL CALL

Roll Call

Present: Scott Bartling, Frank Capella, Fatima Ford, Charlene Lee, Karen Melita, and Jeremy Senn

Not Present: Bill Scamoffa

Required Personnel: Interim Superintendent, Dr. Thomas Baruffi, Business Administrator/ Board Secretary, Karen Gfroehrer, and Board Attorney, Mr. Ronald Sahli

Flag Salute

FLAG SALUTE

Mr. Senn asked all present to stand for the Flag Salute.

PRESENTATION

Presentation

- i. NJASK/Progress Targets Action Plan presented by Mrs. Donna Leshner

EXECUTIVE SESSION

Executive Session

A motion was made by **Ms. Ford** and seconded by **Mr. Bartling** that the Board of Education shall meet in Executive Session on February 9, 2015, for the purpose of discussing legal matters. Action may be taken.

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

February 9, 2015 7:00 P.M.

Time: 7:30 P.M.

RESUME PUBLIC PORTION OF MEETING

A motion was made by Ms. Ford and seconded by Ms. Lee to return to public session.

Time: 7:40 P.M.

Motion carried unanimously.

COMMENTS FROM PUBLIC AND STAFF ON AGENDA ITEMS ONLY

None

Comments from public and staff on agenda items only

BOARD OF EDUCATION BUSINESS

Correspondence

None

Board of Education Business

Correspondence

Old Business

• **NJSBA Board Certification**

The Board of Education has obtained the required board credits to be a certified board. The board is also required to submit the district policies to NJSBA for review, send the latest QSAC notice to NJSBA and perform a board self-evaluation.

Old Business

APPOINTMENTS OF DELEGATES/REPRESENTATIVES

A motion was made by Ms. Ford and seconded by Ms. Lee to approve delegates for BCSBA and NJSBA.

Appointment of Delegates

RESOLVED that the Washington Township Board of Education designate the following delegates/representatives from the membership of the Washington Township Board of Education:

BCSBA Delegate:	Mr. Jeremy Senn
Alternate:	Mr. Scott Bartling
NJSBA Delegate :	Mr. Jeremy Senn
Alternate:	Mr. Scott Bartling

Motion carried unanimously.

• **APPROVE COMMITTEE APPOINTMENTS**

A motion was made by Ms. Lee and seconded by Mr. Bartling to approve the following committee appointments for the 2015 calendar year.

Committee Appointments

RESOLVED, that the Washington Township Board of Education approve the following committee appointments for the 2015 calendar year:

Education & Programs: Ms. Lee, Mr. Senn, Ms. Melita
Personnel & Negotiations: Mr. Scamoffa, Mr. Senn, Ms. Ford
Budget & Finance: Ms. Lee, Ms. Melita, Mr. Bartling
Facilities: Mr. Capella, Mr. Scamoffa, Mr. Senn
Policy: Mr. Capella, Ms. Ford

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Exploratory: Mr. Capella, Mr. Senn
Shared Services: Mr. Bartling, Mr. Scamoffa, Mr. Senn
Mullica Township BOE Representative: Alternate – Rotate alphabetically

Motion carried unanimously.

New Business

None

New Business

Committee Reports

None

Committee Report

MINUTES

Minutes

A motion was made by Ms. Ford and seconded by Ms. Lee to approve the following minutes as submitted by the School Business Administrator/Board Secretary:

- January 5, 2015: Reorganization & Regular Meeting
- January 5, 2015: Executive Session
- January 12, 2015: Work Session
- January 12, 2015: Executive Session
- January 28, 2015: Work Session – NO QUORUM

Motion carried unanimously. Ms. Melita and Mr. Bartling abstain.

Superintendent's Recommendation

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

A motion was made by Ms. Ford and seconded by Ms. Lee to approve items A1 – B5:

A. Personnel

Personnel

1. Substitute Personnel:

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

<u>Name</u>	<u>Substitute Teacher</u>	<u>Rate of Pay</u>
Myles Hudson	Custodian	\$10.00 Hourly

2. Appoint and Hire Part-Time Classroom Aide:

Appoint and hire Part-Time Classroom aide, Linda Thibaudeau, Pro-rated \$3,687.79, effective January 12, 2015.

B. Curriculum/Student Matters

Curriculum/Student Matters

1. Approve Submission of the Bi-Annual HIB Report:

Approve submission of the Bi-Annual HIB report submitted to the NJDOE by January 30, 2015 as per the presentation provided on January 7, 2015.

HIB Report

2. Affirm Harassment, Intimidation, & Bullying Incidents:

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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					

3. 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					

4. Field Trips

Date	Place	Event	Cost	Transportation
4/1/15	Camden Aquarium	All Green Bank School	\$678 – Paid by Target Grant (\$700)	\$430.07 (1 Bus)

5. Acknowledge Annual Violence & Vandalism Report (EVVRS):

Acknowledge the annual electronic submission of the Violence and Vandalism (EVVRS).

Motion carried unanimously upon roll call vote.

C. Board/Policy

N/A

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

Superintendent's
Report

1. School District Enrollment:

Grade	Enrollment	School Choice (included)
Pre-K	7	
K	7	1
1	8	
2	7	
3	4	
4	7	
Total	40 (as 02/09/2015)	
MULLICA	28	5
CEDAR CREEK	32	
BCIT	5	

2. Child Study Team Report:

Washington Township Board of Education

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

Total Special Education Students:

Special Education Students in District	=	2
Special Education Students Out of District	=	5
Tuition Students Received	=	0
Total Active Students as of 02/09/2015	=	7

3. Fire Drills:

Date	Time	Length	Type
01/15/15	1:15PM	3 Minutes	Regular
01/22/15	1:00PM	5 Minutes	Security-Tabletop

4. FYI:

N/A

5. Facilities:

- a. January Facilities Report (See Attachment 13-D-5)

14. RECOMMENDATIONS OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

Recommendations
of the Board
Secretary

A motion was made by Ms. Ford and seconded by Ms. Lee to combine and approve items 14A through 14F:

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 December 31, 2014, after review of the Secretary's Budget Reports for December 31, 2014, as submitted, to the best of their knowledge:

Financial
Certifications

Washington Township Board of Education

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- ✦ 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 2014
Board Secretary's report for December 2014

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

B. Approval of Expenditures:

1. Recommend approval of Total Payroll Expense for:

Expenditures

- December 15, 2014 \$23,010.99
- December 23, 2014 \$22,382.95
- January 15, 2015 \$22,748.97
- January 30, 2015 \$24,550.33

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

- January 2015 bills list in the amount of \$93,023.57

3. **RESOLVED**, that the Washington Township Board of Education authorize the Interim Superintendent and Business Administrator/Board Secretary to process and execute payment of bills, until the March 23, 2015 Board of Education meeting with understanding that the bills list will be provided.

C. Approval of Transfers:

Transfers

- a. Recommend approval of Expense Account Adjustment #000036 to #000042 for December 2014, as per attached.
- b. Recommend approval of Revenue Account Adjustment #000010 to #000011 for December 2014, as per attached.

RFP

D. Request for Proposal:

None

E. Grants:

Grants

None

F. Contracts:

Contracts

RESOLVED, that the Washington Township Board of Education withdraw from New Jersey Schools Insurance Group terminating on June 30, 2015 in order to consider other quotes and/or options.

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Motion carried unanimously upon roll call vote.

G. Informational Items:

- The next regular meeting of the Board of Education to be held March 16, 2015.
- Budget Timeline (Attachment)

Informational
Items

COMMENTS FROM MEMBERS OF THE PUBLIC, BOARD AND STAFF ON GENERAL TOPICS

- Mayor Dudley Lewis requested the status of the transfer of title from the Board of Education to the Township for the old Green Bank School.
- Mr. Capella asked why the Township wants to purchase the property now while a 99 year lease is in effect.
- Mayor Lewis explained the Township's plans.
- Mr. Bartling explained that the transfer of title could not be signed until the Township and the Board of Education were in agreement about the children having access to the playground and field.
- Mayor Lewis explained that it was never the Township's intention to deny access to the students.
- Mr. Sahli will contact the Township solicitor to modify the language in the title to reflect this.

Comments
from the
public –
General Topics

RESOLUTION FOR EXECUTIVE SESSION

A motion was made by Ms. Ford and seconded by Ms. Melita that the Board of Education shall meet in Executive Session on February 9, 2015, for the purpose of discussing negotiations and legal matters. Action may be taken.

Executive
Session

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. Action may be taken.

Time: 8:05 P.M.

Motion carried unanimously.

RESUME PUBLIC PORTION OF MEETING

A motion was made by Ms. Melita and seconded by Ms. Ford to return to public session.

Time: 9:03 P.M.

Motion carried unanimously.

Resume Public
Meeting

ADJOURNMENT

A motion was made by Ms. Ford and seconded by Mrs. Melita to adjourn the meeting at 9:10 P.M.

Adjournment

Motion carried unanimously.

Respectfully submitted,



Karen Gfroehrer
Board Secretary