

WASHINGTON TOWNSHIP SCHOOL DISTRICT

BOARD OF EDUCATION

MEETING MINUTES

Regular Meeting

October 26, 2015

7:00 P.M.

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

Washington Township Board of Education

October 26, 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

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.

Mission Statement

CALL TO ORDER

Call to Order

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 7:07 P.M.

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.

Sunshine Law

ROLL CALL

Roll Call

Present: Scott Bartling, Fatima Ford, Karen Melita, Bill Scamoffa, and Frank Capella

Not Present: Charlene Lee and Jeremy Senn

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

FLAG SALUTE

Flag Salute

PRESENTATIONS

- BACCEIC SUB FUND 2014-2015 NJSIG Safety Grant Award

COMMENTS FROM PUBLIC AND STAFF ON AGENDA ITEMS ONLY

Fatima Ford asked when the new teacher will start. Dr. Baruffi informed everyone she will start tomorrow.

Fatima Ford doesn't like AB schedule and PE only one day per week.

Public Comment

BOARD OF EDUCATION BUSINESS

Correspondence

None

Correspondence

Washington Township Board of Education

October 26, 2015 7:00 P.M.

Old Business

None

New Business

- A NJSBA goal setting workshop is scheduled from 5 PM – 6:30 PM November 16, 2015 prior to the regular board meeting.
- A shared service ad hoc committee meeting will be scheduled with the Mullica shared service committee.
- Jim Giaquinto shared the preliminary draft with Dr. Baruffi. Mr. Giaquinto will meet with BOE prior to meeting November 16th.
- Burlington County School Crisis response team. Annual dues \$560 per year based on enrollment. Dr. Baruffi explained the benefits of membership. The Board of Education opted out of membership.
Chatsworth (Woodland Township) School District has a boiler malfunction and may need 4 classrooms if the boiler cannot be repaired. The Burlington County Superintendent asked if the Green Bank Board of Education would agree to allow Chatsworth to use four classrooms if needed. Mr. Bartling asked if the district would get assistance to get the rooms ready and how lunches will be handled.

MINUTES

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

- September 28, 2015: Regular Meeting
- September 28, 2015: Executive Session - None

Minutes

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

A motion was made by Mr. Bartling and seconded by Mr. Capella to approve items 13A1 – 13B5:

Superintendent
Recommendations

A. Personnel:

1. Appoint and Hire Part-Time Spanish Teacher:

Appoint and hire-part-time Spanish Teacher, Ms. Carmen Munoz, Step 7 BA \$788.00, effective September 1, 2015.

2. Substitute Personnel:

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

Personnel

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

B. Curriculum/Student Matters

1. Approval of the Submission of QSAC Statement of Assurance, District Performance Review and Facilities Checklists for the 2015-2016 School Year:

Approve the electronic submission of the Statement of Assurance, District Performance Review and Facilities Checklists for the Quality Single Accountability Continuum (QSAC) to the New Jersey Department of Education by November 15, 2015.

Curriculum

Memorandum of
Agreement

Washington Township Board of Education

October 26, 2015 7:00 P.M.

2. Approval of the Submission of Comprehensive Equity Plan Statement of Assurance for the 2015-2016 School Year:

Approve the submission of the Comprehensive Equity Plan Statement of Assurance for 2015-2016 school year.

3. 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					

4. 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					

5. Field Trips

Date	Place	Event	Cost	Transportation
12/17/15	Broadway Theater, Pitman	PreK-4 8:45am-12:30pm	\$252.00	\$309.15

Motion carried unanimously upon roll call vote.

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 (as 09/31/2015)	
MULLICA	29	5
CEDAR CREEK	31	
BCIT	5	

2. Child Study Team Report:

Washington Township Board of Education

October 26, 2015 7:00 P.M.

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	0	**1
Homebound	0	
**Self-Contained	0	
Atlantic County S.S.		
2	1	

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 02/09/2015	=	9

3. Fire Drills:

Date	Time	Length	Type

E. FYI:

N/A

F. Facilities:

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

Facilities Report

G. Nurse's Report:

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

Nurse's Report

RECOMMENDATIONS OF THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

Recommendations of the Board Secretary

A motion was made by **Ms. Ford** and seconded by **Mr. Capella** to approve items 14A1 – 14H1:

A. Board of Education Monthly Financial Certifications: *May & June*

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 August 31, 2015 and after review of the Secretary's Budget Reports for August 31, 2015, as submitted, to the best of their knowledge:

Washington Township Board of Education

October 26, 2015 7:00 P.M.

- ✦ 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 August 2015
Board Secretary's report for August 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:

1. Recommend approval of Total Payroll Expense for:

- September 15, 2015 \$22,092.66
- September 30, 2015 \$21,456.35

Approval of
Expenditures

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

October 26, 2015 bills list in the amount of **\$111,033.66**.

Bills List

Transfers

C. Approval of Transfers: None

D. Request for Proposal: None

E. Grants: None

F. Contracts:

Contracts

1. **RESOLVED**, the Washington Township Board of Education approves to enter into contract with Burlington County Institute of Technology for both regular education students and special education students. This agreement shall be in effect for the 2015-2016 school year. The educational services shall commence on September 1, 2015 and terminate on June 30, 2016. The sending district agrees to pay the tuition charge of \$9,552.00 to the receiving district for three (3) students at a cost of \$3,184.00 for both regular education students and special education students for the 2015-2016 school year.

G. Comprehensive Maintenance Plan and M-1 Form:

1. **RESOLVED**, the Washington Township Board of Education approve the submission of the Comprehensive Maintenance Plan (CMP) and M-1 Form for the 2016-2017 school year and authorize its submission to the appropriated parties to the Burlington County, Dept. of Education offices etc.

CMP M1

Washington Township Board of Education

October 26, 2015 7:00 P.M.

H. **Debt Service Assessment**

1. **RESOLVED**, the Washington Township Board of Education approve the payment of the 2015-2016 Debt Service Assessment in the amount of \$18,840 through deductions from State Aid.

A. **Informational Items:**

- The next regular meeting of the Board of Education to be held November 16, 2015.
- Payroll verification

Motion carried unanimously upon roll call vote.

1. **COMMENTS FROM MEMBERS OF THE PUBLIC, BOARD AND STAFF ON GENERAL TOPICS:**

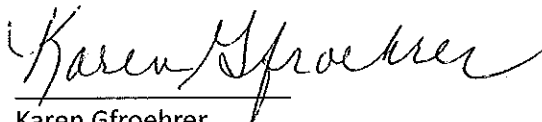
None

2. **ADJOURNMENT**

Motion by Mr. Bartling and seconded by Mr. Capella to adjourn meeting at

Time: 7:43 P.M.

Respectfully submitted,



Karen Gfroehrer
Board Secretary