

WASHINGTON TOWNSHIP BOARD OF EDUCATION
Long Valley, NJ 07853

January 4, 2022
Board of Education Meeting Agenda
Long Valley Middle School Learning Community Center
7:30 p.m. – public portion of the meeting to begin

CALL TO ORDER

STATEMENT OF MEETING NOTICE

Adequate notice of this meeting was given to the public 48 hours in advance of the date setting forth the date, time, location and type of meeting. Notice was sent to the *Daily Record*, the *Observer Tribune*, and the Washington Township, clerk and was posted on the district website at www.wtschools.org. All please stand for the Pledge of Allegiance.

REORGANIZATION MEETING AGENDA

1. REPORT ON THE ANNUAL SCHOOL ELECTION AND OATHS OF OFFICE

Election results reported as per the Statement of Determination received from Morris County Clerk.

| |
|-------------------------------|
| <u>Three Year Term</u> |
| Carmine Capogrosso |
| Cindy Ruggiero |
| Rob Waskis |

2. ELECTION OF OFFICERS

a. Motion to nominate the Board President

Motion(s) to accept nominations for the office of President:

Motion by: _____
Nominee

Motion by: _____
Nominee

Motion to close nominations:

Motion by: _____ Seconded by: _____ Voice vote

Roll call vote for President:

RESOLVED, that in accordance with N.J.S.A. 18A:15-1 the Washington Township Board of Education, in the County of Morris, New Jersey, elects _____ as President of the Board of Education effective January 4, 2022 for a term prescribed by law.

Board President will preside over balance of the meeting.

b. Motion to nominate the Board Vice President

Motion(s) to accept nomination(s) for the office of Vice President:

Motion by: _____

Nominee

Motion by: _____

Nominee

Motion to close nominations:

Motion by: _____ Seconded by: _____ Voice vote

Roll call vote for Vice President:

RESOLVED, that in accordance with N.J.S.A. 18A:15-1 the Washington Township Board of Education, in the County of Morris, New Jersey, elects _____ as Vice President of the Board of Education effective January 4, 2022 for a term prescribed by law.

3. ANNUAL APPOINTMENTS

a. Appoint a Delegate/Alternate to New Jersey School Boards Association

WHEREAS, the Washington Township Board of Education, in the County of Morris, New Jersey, desires to send a delegate and alternate to the New Jersey School Boards Association;

RESOLVED, that the Washington Township Board of Education recognizes the appointment of Kelly DeMayo as a delegate and Jessica DeCicco as an alternate to the New Jersey School Boards Association, (N.J.S.A. 18A:6-46), effective January 4, 2022 to reorganization meeting of 2023.

b. Appoint a Delegate to Morris County School Boards Association

WHEREAS, the Washington Township Board of Education, in the County of Morris, New Jersey, desires to send a delegate to the Morris County School Boards Association;

RESOLVED, that the Washington Township Board of Education recognizes the appointment of Kiera Mitchell as delegate to the Morris County School Boards Association, (N.J.S.A. 18A:6-46), effective January 4, 2022 to reorganization meeting of 2023.

c. Appoint a Representative and Continue Membership in Educational Services Commission of Morris County

WHEREAS, the Washington Township Board of Education, in the County of Morris, New Jersey, desires to send a delegate to the Educational Services Commission of Morris County, and

RESOLVED, that the Washington Township Board of Education recognizes the appointment of Jessica DeCicco as a delegate to the Educational Services Commission of Morris County effective January 4, 2022 to reorganization meeting of 2023.

d. Appoint Board Secretary – RESOLVED, that the Washington Township Board of Education, in the County of Morris, New Jersey, appoints Liz George as Board Secretary, (N.J.S.A. 18A: 17-2, 17-5, Policy 9124), effective January 4, 2022 through the reorganization meeting of 2023.

BE IT FURTHER RESOLVED, that the Washington Township Board of Education, in the County of Morris, New Jersey, appoints Dr. Peter Turnamian as Assistant Board Secretary to function in the absence of the Board Secretary effective January 4, 2022 to reorganization meeting of 2023.

3. ANNUAL MOTIONS AND DESIGNATIONS

a. Adopt Code of Ethics - Motion to adopt Code of Ethics.

RESOLVED, that the Washington Township Board of Education, in the County of Morris, New Jersey, approves the Code of Ethics for School Board Members effective January 4, 2022 to reorganization meeting of 2023.

b. Adopt Policy Manual

RESOLVED, that the Washington Township Board of Education, in the County of Morris, New Jersey, adopts and shall be governed in all actions and business to come before this Board by the written Board Policies and Rules and Regulations, previously duly adopted and contained in the Board of Education Policy Book effective January 4, 2022 to reorganization meeting of 2023.

c. Designate Bank Depository and Authorize Signatures for Accounts - RESOLVED,

that the Washington Township Board of Education, in the County of Morris, New Jersey designates Valley National Bank as the bank depository, and
RESOLVED, that the Washington Township Board of Education, in the County of Morris, New Jersey, approves that all checks, drafts or other orders for payment or withdrawal of money from said account be signed by the person holding the appropriate title as listed below (N.J.S.A 19-1) effective January 4, 2022 to reorganization meeting of 2023:

Flexible Spending Account

Board Secretary

Chief School Administrator

General Custodian Account

Board President or Vice President (in absence of President), Board Secretary and Chief School Administrator

Payroll Account

Chief School Administrator

Principal’s Account

Superintendent or Assistant Superintendent (in absence of Superintendent) and Board Secretary

Long Valley Middle School Activity Account

Principal, Assistant Principal, Secretary, Business Administrator

Old Farmers Road School Activity Account

Principal, Secretary, Business Administrator

Flocktown-Kossmann School Activity Account

Principal, Assistant Principal, Secretary, Business Administrator

Benedict A. Cucinella School Activity Account

Principal, Assistant Principal, Secretary, Business Administrator

Cafeteria Account

Board President or Vice President (in absence of President), and Board Secretary

Agency Account

Board President or Vice President (in absence of President), Board Secretary, Chief School Administrator

SUI Account

Board President or Vice President (in absence of President), Board Secretary, and Chief School Administrator

d. Set Meeting Dates and Adopt the Sunshine Resolution

WHEREAS, the Washington Township of Education in the County of Morris, New Jersey, is directed to meet at least once every two months during the period in which the schools in the district are in session (N.J.S.A. 10:4-18, 18A:10-6), and

WHEREAS, the Open Public Meetings Act requires notice of regularly scheduled meetings within seven days following the Annual Organization Meeting of the Board;

RESOLVED, by the Washington Township Board of Education, that the following notice of regularly scheduled meetings be adopted:

The regularly scheduled public meetings of the Washington Township Board of Education will be held on the following dates at 7:00 p.m. starting with a closed Executive Session and the public portion of the meeting to begin at 7:30 p.m. in the Long Valley Middle School Performing Arts Center:

| Board Meeting Dates | Meeting Type |
|----------------------------|---|
| February 8, 2022 | Regular meeting |
| March 8, 2022 | Regular meeting |
| April 26, 2022 | Regular meeting and Public Budget Hearing |
| May 10, 2022 | Regular meeting |
| June 21, 2022 | Regular meeting |
| July 12, 2022 | Regular meeting |
| August 16, 2022 | Regular meeting |
| September 13, 2022 | Regular meeting |

| Board Meeting Dates | Meeting Type |
|----------------------------|------------------------------------|
| October 11, 2022 | Regular meeting |
| November 15, 2022 | Regular meeting |
| December 13, 2022 | Regular meeting |
| January 3, 2023 | Regular meeting and Reorganization |

This notice and any other notices pertaining to public meetings of the Board of Education will be posted on the Washington Township Schools website at www.wtschools.org and with the official board newspaper.

Notes:

- Special Public Meetings where official action is taken will be scheduled as needed with proper notice.
- Closed Executive Sessions with the public excluded for discussion of personnel and/or legal matters, will be authorized as needed by resolution during public meetings or by special notice.

Regular Meeting Agenda

PRESIDENT’S COMMENTS

SUPERINTENDENT’S COMMENTS

- Mid-Year 2021-2022 Harassment, Intimidation and Bullying Report – Dr. Peter Turnamian
 - Public Hearing on Violence and Vandalism N.J.S.A. 18A:17-46
- Mid-Year 2021-2022 School Violence and Vandalism Report – Dr. Peter Turnamian
 - Public Hearing on Violence and Vandalism N.J.S.A. 18A:17-46

PRESENTATION

- Annual District Testing Report – Deborah Russo
- 2020-2021 Audit – Mr. Brian Ko, Nisivoccia, LLP
- Annual Ethics Training – Stephen Fogarty, Fogarty & Hara

CORRESPONDENCE

Emails from:

| | | | |
|-------------|-------------|-------------|--------------|
| A. Field | A. Nesfeder | C. Ruggiero | J. Coladarci |
| J. Oldmixon | R. Waskis | W. Curioni | S. Beuzekom |

COMMITTEE REPORTS

Education Committee
 Finance & Facilities Committee
 Personnel Committee
 Communications Committee
 Shared Services/Alternative Funding Committee

PUBLIC COMMENT ON AGENDA ITEMS

Motion to open the meeting for public comment.

Welcome to this evenings meeting of the Washington Township Schools Board of Education. This portion of the meeting agenda affords community members to comment on items appearing on this evening’s agenda. If you have a question on an agenda item, school district personnel may answer at that moment or will get back to you later with the information. Please note that in order to make a comment on an

agenda item, the board president must first recognize you. During this period of comment, the board president will invite meeting attendees to form a line directly behind the microphone. Please state your name and address before making your comment. Thank you for your interest in your school district!

Note: The rules of the board of education Bylaw 0167 shall govern public participation as follows:

1. Each statement made by a participant shall be limited to three minutes' duration.
2. No participant may speak more than once on the same topic until all others who wish to speak on that topic have been heard.
3. All statements, questions, or inquiries shall be directed to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the board or by the administration;
4. The board president may interrupt, warn, and/or terminate a participant's statement, question, or inquiry when it is too lengthy or when the statement, question, or inquiry is abusive, obscene, or may be defamatory in nature.

APPROVAL OF MINUTES

- December 14, 2021 regular meeting minutes

IT IS HEREBY MOVED, UPON RECOMMENDATION OF THE SUPERINTENDENT, THAT THE BOARD OF EDUCATION APPROVE THE FOLLOWING:

Education

1. Motion to approve the following homebound instruction:
 - a. Long Valley Middle School 8th grade student #11132774, up to ten hours per week, commencing on or about December 13, 2021, with Joe Squindo and Meghan Thomson responsible for instruction.
 - b. Long Valley Middle School 8th grade student #12005550, up to ten hours per week commencing on or about December 22, 2021, with private contractor responsible for instruction.
2. Motion to approve submission to the New Jersey Department of Education the 2021-2024 ELL Three-Year Plan as presented.
3. Motion to accept Superintendent's report to the board of education relevant to the New Jersey Anti-Bullying Bill of Rights Act.
 - Details to be reported by Superintendent.
4. Motion to affirm the December 14, 2021 report to the board of education relevant to the New Jersey Anti-Bullying Bill of Rights Act.

Finance

5. Motion to accept, with gratitude, the following contribution:
 - a. \$2,586.48 from Lifetouch National School Studios to be used at the Long Valley Middle School for educational programs.
6. Motion to accept check journal as presented.
7. Motion to approve budget transfers as presented.
8. Motion to accept the REPORT OF THE SECRETARY for the month of November 2021 and acknowledge the certification made by the board secretary in accordance with N.J.A.C. 6A:23A-16.10(c)3 that, as of the date of the report no budgetary line item account has

obligations and payments which in total exceed the amount appropriated by the district board of education and further, in compliance with N.J.A.C. 6A:23-16.10(c)4, the Washington Township Board of Education certifies that, after review of the secretary's monthly financial reports (appropriation section) and upon consultation with the appropriate district officials, to the best of its knowledge, no major account or fund has been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

9. Motion to accept the 2020-2021 Audit as presented.
10. Motion to award contract to Apptegy in the amount of \$9,606.33, for provision of web hosting, mobile app implementation and web services through June 30, 2022.
11. Motion to approve district travel for the 2021-2022 school year as follows:

| Name | Event | Date | Location | Not to Exceed |
|-------------|---|-----------------|-------------------|----------------------|
| John Mazuca | NJ School Buildings & Grounds Expo Conference | Mar 21-23, 2022 | Atlantic City, NJ | \$519.00 |

The chief school administrator, in accordance with New Jersey Law A-5, the School District Accountability Act, has reviewed the above travel expenditures and found them to be educationally necessary and fiscally prudent. Travel expenditures include all costs associated with travel including registration, with the exception of mileage which is paid according to OMB Circular and defined by state statute.

Personnel

12. Motion to accept, with regret, the following resignations:
 - a. Michael Ference, Special Education Aide, Long Valley Middle School, effective January 8, 2022. Position #AIDE-PER.
 - b. Helen Garrett-Holl, Special Education Aide, Flocktown-Kossmann School, effective December 24, 2021. Position #AIDE-BD.
13. Motion to fill the following posted position (final employment status subject to receipt of requested employment information pursuant to PL 2018, c.5 for all new staff):
 - a. Meredith Abbate, Special Education Teacher, Long Valley Middle School, 1.0 FTE, BA, Step 9, \$68,810, effective February 22, 2022 or sooner if released from current contract. Position #TEACH-RR.
14. Motion to change position of Alicia Hade, Long Valley Middle School, from Nurse/RN to School Nurse effective December 17, 2021, based on receipt of certification.
15. Motion to adjust the following Special Education Aide hours. No Health Benefits.

| School | Name | From Hrs/Week | To Hrs/Week | Effective | Degree/Pay Base | Step | Annual Salary |
|---------------|-----------------|----------------------|--------------------|------------------|------------------------|-------------|----------------------|
| OFRS | Karen Mastriani | 25 | 27.5 | 1/5/2022 | 180x\$15.06x5.5 | 9 | \$14,909 |

16. Motion to fill the following posted extra-curricular position for the 2021-2022 school year:

| Location | Assignment | Name | Years Exp. |
|----------|------------------|----------------|------------|
| LVMS | Ski Club Advisor | Dawn Sansevere | 2 |

17. Motion to read for the second time and approve the following job descriptions:

- a. District Crisis Prevention Restraint Trainer (stipendiary position)
- b. Stage Crew Coordinator (stipendiary position)

18. Motion to adjust the following leave:

- a. Sue Elbaum, Special Education Aide, Cucinella School, adjust return from leave of absence to on or about January 18, 2022.

19. Motion to approve substitutes for the 2021-2022 school year, final employment status subject to receipt of requested employment information pursuant to PL 2018, c.5 for all new staff, as follows:

| Teacher | Driver |
|----------------|-----------------|
| Saiba Abdullah | Justin Fogarty* |

**approved pending completion of training and CDL license*

UNFINISHED BUSINESS

NEW BUSINESS

PUBLIC COMMENT

Motion to open the meeting for public comment.

The board has designated this portion of the meeting for members of the community to comment on any matter/subject relative to school operations. The board determines the length of this meeting segment to be the best to enable the board to complete its business for the evening. If your comment is in the form of a question, school district personnel may answer at that moment or will get back to you later with the information. Please note that in order to make a comment the board president must recognize you. During this period of comment, the board president will invite meeting attendees to form a line directly behind the microphone. Please state your name and address before making your comment. Thank you again for your interest in your school district!

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DISTRICT DISTINCTIONS

ADJOURNMENT