

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

JULY 25, 2011

7:30 PM

The Regular Meeting of the White Township Board of Education was held on the above date in the White Township Municipal Building, Belvidere, NJ with the following members in attendance at roll call: Mr. Meddaugh, Mrs. Collom, Mr. Rader, Mr. Panetta, Dr. Kosten, Mr. Muscat and Mrs. Rowe. Mr. Al Annunziata, Superintendent, Mrs. Dawn Huff, Business Administrator/Board Secretary, Mrs. Dawn Werkheiser, Principal, and Mrs. Patricia Meyers were also present, as well as seven members of the public. Mrs. Skoog and Mr. Abrams were unable to attend.

Mr. Meddaugh opened the meeting at 7:37 p.m. and stated that the meeting had been duly advertised and the public properly notified through notification to The Star Gazette, The Express-Times and the White Township Municipal Clerk in accordance with the Open Public Meetings Act.

Approval of Minutes

A motion was made by Mrs. Rowe and seconded by Mrs. Collom to approve the minutes as submitted from the June 27, 2011 Regular Session Meeting and Executive Sessions #1 and #2. Motion carried as follows: Ayes – 5, Nays – 0, Abstentions – 2 (Mrs. Collom and Mr. Rader).

Correspondence & Announcements

Mrs. Huff distributed instructions for Board members to initiate their criminal history record check. Mrs. Huff noted that the instructions are self-explanatory but if anyone should need assistance feel free to contact Mrs. Meyers in the Main Office or herself. Mr. Meddaugh asked Mrs. Huff to put a resolution on the next agenda for the Board to consider reimbursing members for the cost of the criminal history record check.

Open Public Comment

None

Presentation

Patrick Seiwel, with DRG Architects attended the meeting to provide an overview and identify the most eminent building upgrade needs. The Board asked Mr. Seiwel to investigate window replacements in the 1967 and 1973 wings and roof replacements in the 1967, 1973 and 1998 wings in conjunction with solar upgrades. Mr. Seiwel recommended that the Board engage Thermogroup to conduct a roof analysis using thermal imaging for entrapped moisture and core sampling for cross section analysis of the roof sections.

A motion was made by Mr. Muscat and seconded by Mrs. Rowe to authorize Mr. Seiwel, with DRG Architects, to obtain a proposal from Thermogroup and proceed with thermal imaging and core sampling of the roofs if the cost does not exceed \$3000. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

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EXECUTIVE SESSION

A motion was made by Dr. Kosten and seconded by Mrs. Collom to convene to Executive Session at 8:10 p.m. to discuss a Student Residency Issue and Personnel. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Be it resolved by the White Township Board of Education that it shall meet in closed session this evening to discuss a Student Residency Issue and Personnel. The board will publicly disclose information pertaining to the topics discussed as soon thereafter and once the reasons for non-disclosure no longer exist.

The topics to be discussed are within the exemptions that are permitted to be discussed in private session pursuant to P.L. 1975c chapter 321.

A motion was made by Mr. Rader and seconded by Mr. Panetta to adjourn the Executive Session at 8:40 p.m. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

COMMITTEE REPORTS

PERSONNEL

Mrs. Huff noted one update to motion #4.

Block Motion – Personnel

A motion was made by Mrs. Rowe and seconded by Mrs. Collom to approve the following agenda items #1 through #7. Motion carried as follows: Mrs. Rowe – yes, Mr. Muscat – yes, Dr. Kosten – yes, Mr. Panetta – yes, Mr. Rader – yes, Mrs. Collom – yes and Mr. Meddaugh – yes.

1. Approve Requests for Transfer on Salary Guide

To approve the following request for transfer on the Salary Guide effective retroactive to 9/1/10: (these changes will reflect the ratified 2010-2011 salary guides)

- Eugenia Berkowitz from BA to BA+15
- Eric Hawk from MA+15 to MA+30

2. Approve a Grade 5/6 Language Arts Teacher for the 2011-2012 School Year

To approve Geraldine Gotham as the Grade 5/6 Language Arts Teacher for the 2011-2012 school year at Step 15, BA, at a salary rate of \$56,382.00*.

3. Approve a Grade 3 Teacher for the 2011-2012 School Year

To approve Katherine Fattoross as the Grade 3 Teacher for the 2011-2012 school year at Step 2, BA, at a salary rate of \$46,432.00*.

4. Approve a Part-time Special Education Teacher for the 2011-2012 School Year

To approve Heather Meyer as the Part-time Special Education Teacher (.56 time) for the 2011-2012 school year at Step 4, MA, at a salary rate of \$29,640.00*.

5. Approve an LDTC for the 2011-2012 School Year

To approve Theresa Lopatosky as the LDTC for the 2011-2012 School Year at Step 2, MA, at a salary rate of \$52,432*.

*Salary rate to remain at the 2010-2011 rate until ratification of the WTEA agreement for 2011-2012.

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Block Motion – Personnel

6. Approve the Anti-Bullying Coordinator

To approve Dawn Werkheiser as the Anti-Bullying Coordinator for the White Township Consolidated School for the 2011-2012 school year.

7. Approve the Anti-Bullying Specialist

To approve Dorothy Buel as the Anti-Bullying Specialist for the White Township Consolidated School for the 2011-2012 school year.

Presentation

Mr. Peter Redden, with Demand Response Partners (DRP), along with Mr. Bill Gold, Board Attorney, attended the meeting to provide an overview of a solar program DRP is promoting and could implement through a PPA agreement, funded by Solar Liberty. The Board reinforced their desire to investigate and implement a solar system on the school property. Mr. Annunziata questioned whether this project would have to be bid and asked Mr. Gold to provide further clarification. Mr. Redden noted that the next step would be for DRP to more extensively study the condition of the roof sections at the school.

A motion was made by Mr. Panetta and seconded by Mrs. Rowe to authorize DRP to have their engineers conduct an evaluation of the roof sections at the school. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

TRANSPORTATION

Mrs. Collom reported that the Committee is investigating a request from a parent for a bus stop change.

POLICY

Block Motion - Policy

A motion was made by Mr. Panetta and seconded by Mrs. Rowe to approve the following agenda items #1 through #7. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve the Second Reading of Bylaw #0144 – Board Member Orientation and Training

To approve the Second Reading of Bylaw #0144 – Board Member Orientation and Training

2. Approve the Second Reading of Policy and Regulation #2440 – Summer School

To approve the Second Reading of Policy and Regulation #2440 – Summer School

3. Approve the Second Reading of Policy #3125.2 – Employment of Substitute Teachers

To approve the Second Reading of Policy #3125.2 – Employment of Substitute Teachers

4. Approve the Second Reading of Policy #5350 – Pupil Suicide Prevention

To approve the Second Reading of Policy #5350 – Pupil Suicide Prevention

5. Approve the Second Reading of Policy & Regulation #5512 – Harassment, Intimidation and Bullying

To approve the Second Reading of Policy & Regulation #5512 – Harassment, Intimidation and Bullying

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Block Motion – Policy - continued

6. Approve the Second Reading of Policy and Regulation 5600 – Pupil Discipline/Code of Conduct

To approve the Second Reading of Policy and Regulation 5600 – Pupil Discipline/Code of Conduct

7. Approve the Second Reading of Policy and Regulation #8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse

To approve the Second Reading of Policy and Regulation #8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse

FINANCE

Mrs. Huff noted an update to the approval of the transportation contracts.

Block Motion - Finance

A motion was made by Mr. Panetta and seconded by Mrs. Collom to approve the following agenda items #1 through #12. Motion carried as follows: Mrs. Rowe – abstain, Mr. Muscat – yes, Dr. Kosten – yes, Mr. Panetta – yes, Mr. Rader – yes, Mrs. Collom – yes and Mr. Meddaugh – yes.

1. Approve Final June 2011 Bills List

To approve the Final June 2011 Bills List in the total amount of \$232,994.42 for expenditures from June 28 through June 30, 2011 for all funds.

2. Approve July 2011 Bills

To approve the payment of the July 2011 Bills List in the amount of \$197,692.53 for all funds.

3. Approve Budget Transfers for June 2011

To approve budget transfers for June 2011 for in the amount of \$119,629.40.

4. Approve June 2011 Cafeteria Bills

To approve the payment of the June 2011 Cafeteria bills in the amount of \$7,910.43.

5. Approve a Tuition Contract with Belvidere School District

To approve a tuition contract with Belvidere School District for one student to attend for the 2011 ESY, MD Program, July 18 2011 – August 12, 2011, for a total tuition cost of \$1,400.00.

6. Approve a Tuition Contract with Celebrate the Children

To approve a tuition contract with Celebrate the Children for one student to attend for the 2011-2012 school year, for a total tuition cost of \$59,175.00.

7. Approve a Tuition Contract with P.G. Chambers

To approve a tuition contract with P.G. Chambers for one student to attend for the 2011 ESY and the 2011-2012 school year for a total tuition cost of \$64,713.60.

8. Approve a Parental Transportation Contract for ESY 2011

To approve a Parental Transportation contract with Shawn Wilson to transport her son to PG Chambers for the ESY 2011 program for a total contract of \$1,254.00.

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Block Motion – Finance - continued

9. Approve a Parental Transportation Contract for the 2011-2012 School Year

To approve a Parental Transportation contract with Shawn Wilson to transport her son to PG Chambers for the 2011-2012 school year for a total contract of \$7,524.00.

10. Approve Staff Travel:

- Dawn Werkheiser to attend Legal One Advanced: Supervision and Evaluation, July 27, 2011, from 12:30 – 3:30 p.m., at the JP Case Middle School, Flemington, NJ. The cost for the workshop is \$55.00 and mileage reimbursement not to exceed \$25.00.
- Gerry Gotham and Heather Meyer to attend Balancing the ELA Block in Middle School, Monday, August 22, 2011, from 8:30 – 11:30 a.m., at the Greenwich Township School, Stewartsville, NJ. The cost for the workshop is \$50 each participant and mileage reimbursement not to exceed \$20.00.

11. Approve the 2011-2012 Student Transportation Contract Renewal with Garden State Transport

To approve the 2011-2012 Student Transportation Contract Renewal with Garden State Transport for the 2011-2012 school year for the following routes:

Elementary:	1E	\$21,298.18	
	2E	\$21,298.18	
	3E	\$21,298.18	
	4E	\$21,298.18	
	6E	\$24,705.87	
	7E	\$24,705.87	
	9E	\$21,298.18	
	10E	\$23,002.03	
	12K	\$16,186.61	
	13K	\$16,186.61	
High School	HS1	\$19,594.33	
	HS3	\$30,686.09	
	HS7	\$26,269.24	
	HS9	\$19,594.32	
Total cost for all routes:		\$ 307,421.87	(1.23% renewal rate increase over 2011-12)

12. Approve the 2011-2012 Student Transportation Contract Renewal with Garden State Transport

To approve the 2011-2012 Student Transportation Contract Renewal with Garden State Transport for the 2011-2012 school year for the following route:

Preschool Disabled: PSD-1 \$20,013.00 (\$95.30 per diem) (1.23% renewal rate increase)

CURRICULUM

Mrs. Werkheiser discussed the curriculum development work that has been completed and the process for Mr. Abrams to approve the revised Curriculum maps on the Curricuplan site. Mrs. Werkheiser noted that the curriculum maps will then be formatted into PDF files and put on the website for parents to view.

Mrs. Rowe noted errors in the Parent Handbook that will need to be corrected.

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Block Motion - Curriculum

A motion was made by Mr. Rader and seconded by Mr. Panetta to approve the following agenda items #1 through #4. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve the 2011-2012 Professional Development Plan

To approve the 2011-2012 Professional Development Plan which was approved by the Warren County Professional Development Board on June 21, 2011.

2. Approve the 2011-2012 Student Code of Conduct

To approve the Student Code of Conduct for the 2011-2012 school year.

3. Approve the 2011-2012 Parent Handbook

To approve the 2011-2012 Parent Handbook

4. Approve the Administrative Policy Handbook

To approve the 2011-2012 Administrative Policy Handbook

BUILDINGS & GROUNDS

Mr. Panetta reported updates on building issues as follows: speaker upgrades in the school will be completed this week; cafeteria floor installation is complete and looks very good; some curbing by the library is sinking and will need to be repaired.

PUBLIC RELATIONS

Mr. Muscat updated the Board on the purchase of plaques for recent retirees. Mr. Muscat noted that there have been several retirees and asked the Board to provide guidance on which retirements should be recognized with plaques. The Board agreed a plaque should be purchased for those with 20 or more years of service. Mr. Muscat noted that the plaques are about \$22.50 and there will be ten retirements to address.

SPECIAL SERVICES

No report

PLANNING / EXPANSION

No report

BHS BOARD MEMBER

Mr. Rader noted that he was unable to attend the last Belvidere Board of Education meeting, however, noted that they did approve a Shared Service Agreement to share Belvidere's Superintendent with the Harmony Township Board of Education. Mr. Rader also noted that Belvidere has decided not to implement the activity fees for this school year.

PLANNING BOARD

No report

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SHARED SERVICES LIAISON COMMITTEE

Mrs. Rowe reported that the Committee met earlier this evening and discussed the concept of sharing a Speech Therapist and a Social Worker. Mrs. Rowe noted that while there will be a cost to the district for this shared service, the Committee felt it was worth the cost to retain experienced staff members who can provide much needed services to students in the district. The Speech Therapist is Hope Township's employee and the plan is to purchase this staff member from Hope for one day per week and the Social Worker is White's employee and her services will be purchased by Hope for two days per month. Mrs. Rowe noted that the cost for the Shared Service will be a more substantial cost for the Hope Township Board and, as their Board has not yet approved the agreements, she will recommend our Board approve contingent on their approval.

Block Motion – Shared Services

A motion was made by Gary Meddaugh and seconded by Steve Muscat to approve the following agenda items #1 through #2. Motion carried as follows: Mrs. Rowe – yes, Mr. Muscat – yes, Dr. Kosten – yes, Mr. Panetta – yes, Mr. Rader – yes, Mrs. Collom – yes and Mr. Meddaugh – yes.

1. Approve a Shared Service Agreement for Speech Therapist

To approve a Shared Service Agreement with Hope Township Board of Education to receive Speech Therapy at White Township 1 day per week for the 2011-2012 school year for a cost of \$18,885.00, contingent on approval by the Hope Township Board of Education.

2. Approve a Shared Service Agreement for Social Worker

To approve a Shared Service Agreement with Hope Township Board of Education to provide a Social Worker to their district 2 days per month. The cost to Hope Township for the services is \$9,550, contingent on approval by the Hope Township Board of Education.

GOALS & OBJECTIVES

Mr. Annunziata noted that we are waiting for the NJASK test scores from the State.

OLD BUSINESS

Mr. Meddaugh asked Mrs. Huff to put a resolution on the August agenda to consider reimbursement to Board members for the cost of the criminal history background investigations that are now required of Board members by the State.

NEW BUSINESS

Mr. Meddaugh noted that we received notification from the State that we will be receiving an additional \$86,269. in State aid for the 2011-2012 school year. Mrs. Huff discussed the guidelines for use of the additional monies. The Board agreed to hold on any new allocations at this time.

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mrs. Collom and seconded by Mrs. Rowe to approve the Superintendent's Report for June 2011. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

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OPEN PUBLIC COMMENT

None

EXECUTIVE SESSION

A motion was made by Mrs. Rowe and seconded by Mrs. Collom to convene to Executive Session at 10:10 p.m. to discuss Negotiations, the CSA Evaluation and a Personnel Issue. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Be it resolved by the White Township Board of Education that it shall meet in closed session this evening to discuss Negotiations, the CSA Evaluation and a Personnel Issue. The board will publicly disclose information pertaining to the topics discussed as soon thereafter and once the reasons for non-disclosure no longer exist.

The topics to be discussed are within the exemptions that are permitted to be discussed in private session pursuant to P.L. 1975c chapter 321.

A motion was made by Mrs. Collom and seconded by Dr. Kosten to adjourn the Executive Session at 10:37 p.m. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Mr. Meddaugh noted that the Board, in Executive Session, was provided an update on Negotiations with the WTEA by the Committee, discussed a cover letter that was developed to complete the CSA Evaluation and discussed a personnel issue. Mr. Meddaugh further noted that there will be no additional comment or action on any of the issues.

ADJOURNMENT

A motion was made by Mrs. Collom and seconded by Mrs. Rowe to adjourn the meeting at 10:38 P.M. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator/Board Secretary