

# WHITE TOWNSHIP BOARD OF EDUCATION

## REGULAR SESSION MEETING

### MINUTES

**MONDAY**

**AUGUST 19, 2019**

**6:30 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. Panetta, Ms. Nusser-Meany, Ms. Howell, Mrs. Lensi, Mr. Havlusch, Mrs. Smith and Mrs. Nikolopoulos. William Thompson, CSA and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 5 members of the public. Mrs. Williams and Mrs. Sroka were unable to attend.

Mr. Panetta opened the meeting at 6:32 p.m. and stated that the meeting had been duly advertised and the public properly notified through notification to The Express-Times, Star Ledger and the White Township Municipal Clerk in accordance with the Open Public Meetings Act.

#### **SWEARING IN OF NEWLY APPOINTED MEMBER**

Mrs. Huff swore in newly appointed member, Timothy Havlusch.

#### **CSA REPORT**

Mr. Thompson provided an update on the capital projects that were completed this summer. Mr. Thompson further reported on the summer mailing to students, the strategic planning process, initiatives for the 2019-2020 school year, welcomed new hires and Mr. Havlusch, noted that our September White Spotlight will be Mrs. Cavitch, and reviewed upcoming dates including K and PK orientation and Back to School nights.

#### **OPEN PUBLIC COMMENT**

Mrs. Schneiber noted that she was attending the meeting as a representative of the Citizens for Sustainable Development, a group concerned with the amount of traffic and air quality for our citizens given the proposed warehouse development in the Township. Mrs. Schneiber asked if the Board would write a letter to the Township taking a position against the proposed warehouse location which could affect student air quality and safety to and from school, as the group feels that the infrastructure of the Community cannot support this proposed development.

Mr. Herb thanked the Board and Administration for hosting recent Township meetings due to large crowds of citizens attending their meetings. Mr. Herb noted that, since he expects the crowds to continue, he has scheduled the meetings at the school for the next few months but will work with school administration so no student programming is impacted.

#### **APPROVE MEETING MINUTES**

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the minutes as submitted from the July 22, 2019 Regular Session Meeting. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

#### **CORRESPONDENCE & ANNOUNCEMENTS**

None

#### **COMMITTEE REPORTS**

#### **PERSONNEL**

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### Block Motion – Personnel

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #12. Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell – yes, Mrs. Lensi – yes, Mr. Havlusch – yes, Mrs. Smith – yes, Mrs. Nikolopoulos – yes, and Mr. Panetta – yes.

#### 1. Approve the School Safety Specialist

To approve Gary Hutchison as the School Safety Specialist for the 2019-2020 school year.

#### 2. Approve the School Physician

To approve Dr. John Fritz as the School Physician for the 2019-2020 school year.

#### 3. Approve the Basic Skills Coordinator Stipend

To accept the recommendation of the CSA to pay a stipend of \$8,900\* to Alison Walsh as the Basic Skills Coordinator for the 2019-2020 school year.

**\*Salary remains at the 2018-2019 rate until settlement of the WTEA contract agreement.**

#### 4. Approve Paraprofessionals and Cafeteria Aides for the 2019-2020 school year

To accept the recommendation of the CSA to approve the following Paraprofessionals and Cafeteria Aides for the 2019-2020 school year, as recommended by the Superintendent:

		Step**		Salary**
Herb, Debra	Cafeteria Aide	Step 13ND	not to exceed 2.5 hours/day	\$14.99
Heroux, Maryann	Paraprofessional	Step 10D	not to exceed 4 hours/day	\$16.76
Maertens, Pamela	Cafeteria Aide	off guide	not to exceed 2.5 hours/day	\$19.71
O'Brien, Colleen	Paraprofessional	Step 1D	not to exceed 4 hours/day	\$13.86
Williams, Joan	Paraprofessional	Step 13D	not to exceed 4 hours/day	\$17.37
Wohlander, Jen	Paraprofessional	Step 1ND	not to exceed 4 hours/day	\$12.19

\*\*Step and Salary to remain at the 2018-2019 rate until settlement of the WTEA contract agreement.

#### 5. Approve Extra-Curricular Activity Positions

To accept the recommendation of the CSA and approve staff for the following Extra-Curricular Activity Positions:

Margaret Sheneman	Bell Choir/Chorus Advisor (Head)	Year 9	\$2,606*
Deirdre Mulligan	G&T Afterschool Activities (Head)	Year 9	\$2,606*
Alison Walsh	Jump Start (Head)	Year 10+	\$2,800*
Nancy Wheatley	Jump Start (Asst)	Year 10+	\$2,606*
Joan Williams	Jump Start (Asst)	Year 10+	\$2,606*
Allyson Evans	Jump Start (Asst)	Year 3	\$2,023*
Kenna Pearson	Art Show (Head)	Year 10+	\$2,800*
<del>Amy Stumpe</del>	<del>Drama Club (Head shared)</del>	<del>Year 2</del>	<del>\$1,108*</del>
<del>Katie Williams</del>	<del>Drama Club (Head shared)</del>	<del>Year 2</del>	<del>\$1,108*</del>
Stewart Quinn	Archery (Head)	Year 3	\$2,216*
Amy Stumpe	Drama Club (Asst)	Year 2	\$2,023*
Katie Williams	Drama Club (Asst)	Year 2	\$2,023*

\*Salary remains at the 2018-2019 rate until settlement of the WTEA contract agreement.

#### 6. Approve Personnel for Home Instruction

To approve current certified staff to provide home instruction as needed at the direction of the CSA, at the rate of \$35/hour, for the 2019-2020 school year.

#### 7. Approve the White Township Substitute List

To approve the White Township Substitute List for the 2019-2020 school year.

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#### 8. Approve an Elementary Teacher

To accept the recommendation of the CSA to approve Alexis Smith as an Elementary Teacher, BA, Step 1 at the salary rate of \$51,290\* for the 2019-2020 school year.

\*Salary remains at the 2018-2019 rate until settlement of the WTEA contract agreement.

#### 9. Approve a Leave Replacement

To accept the recommendation of the CSA to approve Kelsey Barofski as an Elementary Teacher Leave Replacement, BA, Step 2 at the salary rate of \$51,790 for the 2019-2020 school year.

\*Salary remains at the 2018-2019 rate until settlement of the WTEA contract agreement.

#### 10. Approve a Leave Replacement

To accept the recommendation of the CSA to approve Christina Richardson as an Elementary Teach Leave Replacement, at a per diem rate of \$286.45, based on MA Step 1, from approximately August 28 – November 25, 2019.

#### 11. Approve a Medical Leave

To approve a request from Richard Fischl for a medical leave of absence from August 28-December 20, 2019.

#### 12. Approve a Musical Therapist

To approve Unity Music Therapy, LLC to provide musical therapy at the rate of \$100/hour for the 2019-2020 school year.

## TRANSPORTATION

No updates.

## POLICY

### Block Motion – Policy

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #2. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

#### 1. Approve a Second Reading of Regulation #5200 - Attendance

To approve a second reading of regulation #5200 – Attendance

#### 2. Approve the Nursing Services Plan

To approve the Nursing Services Plan for the 2019-2020 school year.

## FINANCE

### Block Motion – Finance

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve the following agenda items #1 through #9. Motion carried as follows: Ms. Nusser-Meany – yes – abstain #5: bullet#1, Ms. Howell – yes, Mrs. Lensi – yes, Mr. Havlusch – yes – abstain #5, Mrs. Smith – yes – abstain #5 & #7, Mrs. Nikolopoulos – yes, and Mr. Panetta – yes. Motion #5:bullet#1 fails.

#### 1. Approve June 2019 Board Secretary's Report and Treasurer's Report

To approve, on the recommendation of the CSA, the acceptance of the monthly financial reports of the Board Secretary for the month of June 2019 and further that, in compliance with N.J.A.C. 6A:23A-16-10(c)4, the Board of Education certifies that as of June 2019, after review of the

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### Block Motion – Finance – continued

Secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16-10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. As required by N.J.A.C. 6A:23A-16-10(c) 3, I, Dawn Huff, Board Secretary, hereby certify that no line account has been over expended as of June 30, 2019.

#### 2. Approve July 2019 Board Secretary's Report and Treasurer's Report

To approve, on the recommendation of the CSA, the acceptance of the monthly financial reports of the Board Secretary for the month of July 2019 and further that, in compliance with N.J.A.C. 6A:23A-16-10(c)4, the Board of Education certifies that as of July 2019, after review of the secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16-10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. As required by N.J.A.C. 6A:23A-16-10(c) 3, I, Dawn Huff, Board Secretary, hereby certify that no line account has been over expended as of July 31, 2019.

#### 3. Approve August 2019 Bill List

To approve the payment of the August 2019 bills in the total amount of \$314,571.39 for all funds.

#### 4. Approve Budget Transfers

To approve budget transfers for July 2019 in the amount of \$10,713.38.

#### 5. Approve Board Member/Staff Travel

To approve the following Board Member/Staff Travel:

- ~~Michelle Nusser Meany to attend the New Jersey School Boards Association "Workshop 2019", October 21-24, 2019. The cost of the workshop registration is \$375 and mileage reimbursement not to exceed \$100.~~
- Renee Smith to attend the New Jersey School Boards Association "Workshop 2019", October 21-24, 2019. The cost of the workshop registration is \$375, lodging approximately \$550, and mileage reimbursement not to exceed \$100, for a total cost of approximately \$1,025.

#### 6. Accept the Grant Award for Rural Education Achievement Program (REAP) Funding

To accept the REAP grant award for the 2019-2020 school year in the amount of \$17,120 and approve use of the funds for technology.

#### 7. Approve a Tuition Contract Agreement

To approve a tuition contract with Oxford Township Board of Education for one student #5404077684 to attend the 2019 ESY program for a tuition amount of \$1,638 and \$2,438 for extraordinary services.

#### 8. Approve a Tuition Contract Agreement

To approve a tuition contract with Oxford Township Board of Education for one student #5404077684 to attend the 2019-2020 school year for tuition of \$20,723, and \$24,381 for extraordinary services.

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#### **Block Motion – Finance - continued**

##### 9. Approve a Contract with Warren County Technical School for Regular and Special Education Instructional and Vocational Programs

To approve a contract with Warren County Technical School for Regular and Special Education Instructional and Vocational Programs for 26 regular education students at \$4,100 per student and for 7 special education students at \$4,600 per student for a total tuition cost of \$138,800, and the transportation rate of \$750 per student for a total cost of \$163,550 for the 2019-2020 school year, less prior year adjustments of \$10,915.

## CURRICULUM

#### **Motion – Curriculum**

A motion was made by Mrs. Lensi and seconded by Ms. Howell to approve the following agenda item #1. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

##### 1. Adopt the present curriculum, including Scope and Sequence, and textbooks

To adopt the present curriculum, including Scope and Sequence and textbooks, as previously adopted, for the 2019-2020 school year.

## BUILDINGS & GROUNDS

Mrs. Nikolopoulos discussed the status of the capital projects done this summer including floor replacement in several classrooms and the hallway, installation of the LENS security system, and installation of new water fountains.

#### **Block Motion – Buildings & Grounds**

A motion was made by Mrs. Lensi and seconded by Ms. Howell to approve the following agenda items #1 through #5. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

##### 1. Approve a Use of Facility Request

To approve a request from the White Township PTO for use of the stage for the Book Fair September 30 – October 4, 2019.

##### 2. Approve a Use of Facility Request

To approve a request from the White Township PTO to use the library for their meetings September 9, October 14, November 11 and December 9, 2019, and January 13, February 10, March 9, April 6 and May 11, 2020.

##### 3. Approve the Indoor Air Quality Plan

To approve the Indoor Air Quality Plan for the 2019-2020 school year with no changes.

##### 4. Approve the Integrated Pest Management Plan

To approve the Integrated Pest Management Plan for the 2019-2020 school year with no changes.

##### 5. Approve a Use of Facility Request

To approve a request from The Work Family Connection for use of the cafeteria for their before and after care program for the 2019-2020 school year.

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### **PUBLIC RELATIONS**

Mrs. Lensi noted that work continues to update the website and reiterated that Mrs. Cavitch, our new general secretary in the Main Office, will be highlighted in the September White Spotlight.

### **BHS BOARD MEMBER**

No report.

### **SHARED SERVICES LIAISON COMMITTEE**

No updates.

### **OLD BUSINESS**

Action on a contract agreement with the White Township Education Association was tabled.

• ~~**APPROVE A CONTRACT AGREEMENT WITH THE WHITE TOWNSHIP EDUCATION ASSOCIATION**~~

~~A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve a contract agreement with the White Township Education Association for the period July 1, 2019 to June 30, 2022, contingent on White Township Education Association and Board Attorney review and approval.~~

Mr. Panetta noted that he is working with Bryan VandeVrede, Flowerland Growers, on a fundraising initiative to garner financial support from community businesses to support the installation of a clock and new digital sign board in the vicinity of the current school sign.

### **NEW BUSINESS**

None.

### **ACKNOWLEDGE RECEIPT OF HIB INCIDENTS**

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to acknowledge receipt of no HIB investigations deemed HIB incidents since last meeting. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

### **OPEN PUBLIC COMMENT**

None

### **ADJOURNMENT**

A motion was made by Mrs. Lensi and seconded by Nikolopoulos to adjourn the meeting at 7:15 p.m. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff  
Business Administrator  
Board Secretary