

**WHITE TOWNSHIP BOARD OF EDUCATION**

**REGULAR SESSION MEETING**

**MINUTES**

**MONDAY**

**AUGUST 22, 2022**

**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. The meeting was a hybrid meeting which allowed members of the public to participate in person or virtually. The following members of the Board were in attendance at roll call: Mr. Havlusch, Mr. Murray, Ms. Nusser-Meany (virtually), Mr. Panetta, Mrs. Gardella and Mrs. Vesper. Mr. Thompson, CSA and Mrs. Huff, Business Administrator were also in attendance as well as one member of the public. Mrs. Pinkerton, Mrs. Sroka and Mrs. Lensi were unable to attend.

Mr. Panetta opened the meeting at 6:30 p.m. and stated that in accordance with the State's Sunshine Law, adequate notice of this meeting was provided and that copies of this notice, along with a meeting agenda, have been placed in the Board Office, posted on the District website, and sent to the Township Clerk, in accordance with the Open Public Meetings Act.

**CSA REPORT**

Mr. Thompson noted his excitement and optimism for the upcoming school year. Mr. Thompson discussed building upgrades, and the safety and security and academic achievement initiatives for the 2022-2023 school year. Mr. Thompson reviewed upcoming dates including K, PK and new staff orientations as well as Back to School Nights.

**OPEN PUBLIC COMMENT**

None

**APPROVE MEETING MINUTES**

A motion was made by Mr. Havlusch and seconded by Mr. Murray to approve the minutes as submitted from the July 25, 2022 Regular Session Meeting. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

**CORRESPONDENCE & ANNOUNCEMENTS**

None

**COMMITTEE REPORTS**

**PERSONNEL**

**Block Motion – Personnel**

A motion was made by Mr. Havlusch and seconded by Mr. Murray to approve the following agenda items #1 through #15. Motion carried as follows: Mr. Havlusch – yes, Mr. Murray – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper – yes.

**1. Approve the Basic Skills Coordinator Stipend**

To accept the recommendation of the CSA to pay a stipend of \$8,000\* to Deirdre Mulligan as the Basic Skills Coordinator for the 2022-2023 school year.

**\* Stipend remains at the 2021-2022 rate until settlement of the WTEA contract agreement.**

# WHITE TOWNSHIP BOARD OF EDUCATION

## Regular Session Minutes

August 22, 2022

Page 2

### Block Motion – Personnel - continued

#### 2. Approve the Basic Skills Coordinator-State Testing & LinkIt Responsibilities Stipend

To accept the recommendation of the CSA to pay a stipend of \$1,697\* to Dawn Werkheiser as the Basic Skills Coordinator-State Testing & LinkIt Responsibilities for the 2022-2023 school year.

\* Stipend remains at the 2021-2022 rate until settlement of the WTEA contract agreement.

#### 3. Approve Paraprofessionals and Cafeteria Aides for the 2022-2023 school year

To accept the recommendation of the CSA to approve the following Paraprofessionals and Cafeteria Aides for the 2022-2023 school year, as recommended by the CSA:

|                  |                  |            |                             |          |
|------------------|------------------|------------|-----------------------------|----------|
| Bunn, Robert     | Paraprofessional | Step 2D*   | not to exceed 6.5 hours/day | \$15.37* |
| Cooke, Christine | Paraprofessional | Step 7ND   | not to exceed 5.5 hours/day | \$15.11  |
| Herb, Debra      | Cafeteria Aide   | Step 20ND* | not to exceed 2.5 hours/day | \$17.86* |
| Heroux, Maryann  | Paraprofessional | Step 12D*  | not to exceed 5.5 hours/day | \$19.64* |
| McDonald, Lea    | Paraprofessional | Step 7ND   | not to exceed 5.5 hours/day | \$15.11  |
| Morabito, Keri   | Paraprofessional | Step 1D*   | not to exceed 5.5 hours/day | \$15.10* |
| Yuhas, Dana      | Paraprofessional | Step 7ND   | not to exceed 5.5 hours/day | \$15.11  |
| Williams, Joan   | Paraprofessional | Step 16D*  | not to exceed 5.5 hours/day | \$20.00* |
| Wohlander, Jen   | Paraprofessional | Step 10ND* | not to exceed 5.5 hours/day | \$16.03* |

\* Salary and Step remains at the 2021-2022 rate until settlement of the WTEA contract agreement.

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

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

|                    |                                   |           |          |
|--------------------|-----------------------------------|-----------|----------|
| Nancy Wheatley     | Jump Start (Head)                 | Year 10+* | \$3,051* |
| Deirdre Mulligan   | G&T Afterschool Activities (Head) | Year 10+* | \$3,051* |
| Margaret Sheneman  | Bell Choir/Chorus Advisor (Head)  | Year 10+* | \$3,051* |
| Amy Stumpe         | Drama Club (Asst)                 | Year 4 *  | \$2,415* |
| Katherine Williams | Drama Club (Asst)                 | Year 4 *  | \$2,415* |
| Kenna Pearson      | Art Show (Head)                   | Year 10+* | \$3,051* |
| Stewart Quinn      | Archery (Head)                    | Year 5 *  | \$2,626* |

\* Year and Stipend remains at the 2021-2022 rate until settlement of the WTEA contract agreement.

#### 5. Approve a Teacher in Charge

To approve Gary Hutchison as Teacher in Charge at the stipend amount of \$6,000 for the 2022-2023 school year.

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

To approve the White Township Substitute List for the 2022-2023 school year.

#### 7. Approve a Substitute Principal

To approve Ryanne Bigelli as a Substitute Principal.

#### 8. 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 2022-2023 school year.

#### 9. Approve Staff for the Kindergarten Orientation Program

To accept the recommendation of the CSA to approve staff for the Kindergarten Orientation program, August 29-30, 2022, as follows:

|                      |  |
|----------------------|--|
| Cathleen Gerkhardt   | \$50.82*/hour - not to exceed 11 hours |
| Krista Schaarschmidt | \$50.82*/hour - not to exceed 11 hours |

## WHITE TOWNSHIP BOARD OF EDUCATION

### Regular Session Minutes

August 22, 2022

Page 3

#### **Block Motion – Personnel - continued**

Justine Mahon \$47.26\*/hour - not to exceed 11 hours

\* Salary remains at the 2021-2022 rate until settlement of the WTEA contract agreement.

#### 10. Approve Staff for the Preschool Orientation Program

To accept the recommendation of the CSA to approve staff for the Preschool Orientation program, August 30, 2022, as follows:

Kimberly Rosano \$41.18\*/hour – not to exceed 3 hours

\* Salary remains at the 2021-2022 rate until settlement of the WTEA contract agreement.

#### 11. Approve Staff for IMSE Training

To accept the recommendation of the CSA to approve Bernadette Sissick, Michele Laubach, Krista Schaarschmidt, and Cathleen Gerhardt for IMSE training over the summer at a stipend rate of \$500.

#### 12. Approve the School Safety Specialist

To approve Gary Hutchison as the School Safety Specialist for the 2022-2023 school year.

#### 13. Approve the School Physician

To approve Dr. Jeffrey Merkle as the School Physician at the rate of \$2,750 for the 2022-2023 school year.

#### 14. Approve a Psychological Evaluation Provider

To approve Dr. Lee Monday to provide individual structured psychological interviews and assessments at a cost of \$250 per assessment for the 2022-2023 school year.

#### 15. Approve Revised Job Descriptions

To approve the following revised job descriptions:

- Special Education Paraprofessional
- Special Education Paraprofessional 1:1
- Preschool Paraprofessional

### **CURRICULUM**

Mr. Thompson discussed the implementation of the “Genius House” concept, for middle school students, as an alternate way of addressing enrichment for the upcoming school year.

### **OPERATIONS**

Mr. Havlusch noted the group continued discussions on the Media Center renovation, the upcoming roof replacement project, the Feasibility Study, and completion of the District Audit for the 2021-2022 school year.

#### **Block Motion – Operations**

A motion was made by Mr. Havlusch and seconded by Mr. Murray to approve the following agenda items #1 through #14. Motion carried as follows: Mr. Havlusch – yes, abstain #7, Mr. Murray – yes, Ms. Nusser-Meany – yes, abstain #7, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper – yes.

# WHITE TOWNSHIP BOARD OF EDUCATION

## Regular Session Minutes

August 22, 2022

Page 4

### **Block Motion – Operations - continued**

1. Approve June 2022 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 2022 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 2022, 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 June 30, 2022.

2. Approve July 2022 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 2022 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 2022, 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, 2022.

3. Approve August 2022 Bill List

To approve the payment of the August 2022 bills in the total amount of \$241,583.53 for all funds.

4. Approve Budget Transfers

To approve budget transfers for July 2022 in the amount of \$7,750.

5. Approve a Contract for Physical Therapy Services

To approve a contract with Oxford Consulting Services, Inc. to provide home-based physical therapy at the rate of \$100/hour.

6. Approve a Contract for Itinerant Services for Students with Hearing Loss

To approve a contract with Mountain Lakes Board of Education for itinerant services for one student for \$6,460 for the 2022-2023 school year.

7. Approve Board Member/Staff Travel

To approve the following Board Member/Staff travel:

- Michelle Nusser-Meany to attend the NJSBA 2022 Workshop Conference October 24-26, 2022 in Atlantic City, NJ. The cost of the workshop registration is \$550.
- Justine Mahon to attend the Annual School Health Conference October 19, 2022 in Somerset, NJ. The cost of the conference is \$99 and mileage reimbursement not to exceed \$45.

8. Approve a Tuition Contract with Mount Olive Board of Education

To approve a tuition contract for one student SID#4552810184 to attend Mt. Olive Middle School for the 2022-2023 school year, at a tuition rate of \$25,929.

**WHITE TOWNSHIP BOARD OF EDUCATION**  
**Regular Session Minutes**  
**August 22, 2022**  
**Page 5**

**Block Motion – Operations**

9. Approve the Disposal/Recycle of Inoperative Computers

To approve the disposal/recycle of 25 inoperative computers.

10. Approve the Indoor Air Quality Plan

To approve the Indoor Air Quality Plan for the 2022-2023 school year with no changes.

11. Approve the Integrated Pest Management Plan

To approve the Integrated Pest Management Plan for the 2022-2023 school year with no changes.

12. Approve a Contract with Warren County Technical School for Instructional and Vocational Programs

To approve a contract with Warren County Technical School for Instructional and Vocational Programs for 18 students at a tuition rate of \$3,000 per student and a transportation rate of \$1,827 per student for a total cost of \$86,886 for the 2022-2023 school year.

13. Approve a Use of Facility Request

To approve a request from White Township Youth Athletic Association for use of the gymnasium October 15, 2022 – March 31, 2023 for basketball practice and games.

14. Approve a Use of Facility Request

To approve a request from the White Township PTO for use of the media center or a classroom for their monthly meetings, September 12, October 10, November 14 and December 12, 2022, and January 9, February 13, March 13, April 17, May 8 and June 12, 2023.

**GOVERNANCE**

Mr. Murray noted the Committee is discussing the logistics of background checks for volunteers coming in the school, and new policy for staff members interested in having their children attend White Township School tuition free.

**Block Motion – Governance**

A motion was made by Mr. Havlusch and seconded by Mr. Panetta to approve the following agenda items #1 through #31. Motion carried as follows: Ayes – 6, Nays – 0, and Abstentions – 0.

1. Approve a Second Reading of Policy #1648.15 – Recordkeeping for Healthcare Settings in School Buildings – COVID-19

To approve a second reading of policy #1648.15 – Recordkeeping for Healthcare Settings in School Buildings – COVID-19

2. Approve a Second Reading of Policy #2415.04 – Title I – District–Wide Parent and Family Engagement

To approve a second reading of policy #2415.04 – Title 1 – District–Wide Parent and Family Engagement

3. Approve a Second Reading of Policy #2415.50 – Title I – School Parent and Family Engagement

To approve a second reading of policy #2415.50 – Title I – School Parent and Family Engagement

4. Approve a Second Reading of Policy #2416.01 – Postnatal Accommodations for Students

To approve a second reading of policy #2416.01 – Postnatal Accommodations for Students

# WHITE TOWNSHIP BOARD OF EDUCATION

## Regular Session Minutes

August 22, 2022

Page 6

### Block Motion – Governance - continued

5. Approve a Second Reading of Policy #2417 – Student Intervention and Referral Services

To approve a second reading of policy #2417 – Student Intervention and Referral Services

6. Approve a Second Reading of Policy #3161 – Examination for Cause

To approve a second reading of policy #3161 – Examination for Cause

7. Approve a Second Reading of Policy #4161 – Examination for Cause

To approve a second reading of policy #4161 – Examination for Cause

8. Approve a Second Reading of Policy #5512 – Harassment, Intimidation, and Bullying

To approve a second reading of policy #5512 – Harassment, Intimidation, and Bullying

9. Approve a Second Reading of Policy and Regulation #7410 – Maintenance and Repair

To approve a second reading of policy and regulation #7410 – Maintenance and Repair

10. Approve a Second Reading of Policy #8420 – Emergency and Crisis Situations

To approve a second reading of policy #8420 – Emergency and Crisis Situations

11. Approve a Second Reading of Policy and Regulation #9320 – Cooperation with Law Enforcement Agencies

To approve a Second reading of policy and regulation #9320 – Cooperation with Law Enforcement Agencies

12. Approve a Second Reading of Policy #2461 – Special Education/Receiving Schools

To approve a second reading of policy #2461 – Special Education/Receiving Schools

13. Approve a Second Reading of Regulation #2461.06 – Special Education/Receiving Schools – Appropriately Certified and Licensed Staff

To approve a second reading of regulation #2461.06 – Special Education/Receiving Schools – Appropriately Certified and Licensed Staff

14. Approve a Second Reading of Regulation #2461.09 – Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs

To approve a second reading of regulation #2461.09 – Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs

15. Approve a Second Reading of Regulation #2461.10 – Special Education/Receiving Schools – Full Educational Opportunity

To approve a second reading of regulation #2461.10 – Special Education/Receiving Schools – Full Educational Opportunity

16. Approve a Second Reading of Regulation #2461.12 – Special Education/Receiving Schools - Length of School Day and Academic Year

To approve a second reading of regulation #2461.12 – Special Education/Receiving Schools – Length of School Day and Academic Year

17. Approve a Second Reading of Regulation #2461.14 – Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities

To approve a second reading of regulation #2461.14 – Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities

**WHITE TOWNSHIP BOARD OF EDUCATION**

**Regular Session Minutes**

**August 22, 2022**

**Page 7**

**Block Motion – Governance - continued**

18. Approve a Second Reading of Regulation #2461.15 – Special Education/Receiving Schools – Operation of an Extended Academic Year Program

To approve a second reading of regulation #2461.15 – Special Education/Receiving Schools – Operation of an Extended Academic Year Program

19. Approve a Second Reading of Regulation #2461.19 – Special Education/Receiving Schools – Behavior Modification Program

To approve a second reading of regulation #2461.19 – Special Education/Receiving Schools – Behavior Modification Program

20. Approve a Second Reading of Policy #0163 – Quorum

To approve a second reading of policy #0163 – Quorum

21. Approve a Second Reading of Policy #1511 – Board of Education Website Accessibility

To approve a second reading of policy #1511 – Board of Education Website Accessibility

22. Approve a Second Reading of Policy #2415 – Every Student Succeeds Act

To approve a second reading of policy #2415 – Every Student Succeeds Act

23. Approve a Second Reading of Policy #3216 – Dress and Grooming

To approve a second reading of policy #3216 – Dress and Grooming

24. Approve a Second Reading of Policy #3270 – Professional Responsibilities

To approve a second reading of policy #3270 – Professional Responsibilities

25. Approve a Second Reading of Regulation #3270 – Lesson Plans and Plan Books

To approve a second reading of regulation #3270 – Lesson Plans and Plan Books

26. Approve a Second Reading of Policy #4216 – Dress and Grooming

To approve a second reading of policy #4216 – Dress and Grooming

27. Approve a Second Reading of Policy & Regulation #5513 – Care of School Property

To approve a second reading of policy & regulation #5513 – Care of School Property

28. Approve a Second Reading of Policy #5517 – School District Issued Student Identification Cards

To approve a second reading of policy #5517 – School District Issued Student Identification Cards

29. Approve a Second Reading of Policy #5722 – Student Journalism

To approve a second reading of policy #5722 – Student Journalism

30. Approve a First Reading of Policy #5111 – Eligibility of Resident/Non-Resident Students

To approve a first reading of policy #5111 – Eligibility of Resident/Non-Resident Students

31. Approve a Nursing Services Plan

To approve a Nursing Services Plan for the 2022-2023 school year.

**BHS BOARD MEMBER**

None

**WHITE TOWNSHIP BOARD OF EDUCATION**  
**Regular Session Minutes**  
**August 22, 2022**  
**Page 8**

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ACKNOWLEDGE RECEIPT OF HIB INCIDENTS**

A motion was made by Mr. Murray and seconded by Mr. Havlusch to acknowledge receipt of no HIB investigations deemed HIB incidents since last meeting. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

**OPEN PUBLIC COMMENT**

None

Mr. Panetta noted the need to convene to Executive Session to update the Board on the current status of Negotiations.

**EXECUTIVE SESSION**

A motion was made by Mr. Murray and seconded by Mrs. Gardella to convene to Executive Session at 6:55 p.m. to discuss Negotiations. Motion carried as follows: Ayes – 6, 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 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. Murray and seconded by Mrs. Vesper to adjourn the Executive Session at 7:07 p.m. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

**ADJOURNMENT**

A motion was made by Mr. Murray and seconded by Mr. Panetta to adjourn the meeting at 7:08 p.m. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

Respectfully Submitted,



Dawn Huff  
Business Administrator  
Board Secretary