

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

SEPTEMBER 26, 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, Mrs. Pinkerton, 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. 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.

AUDIT PRESENTATION

Anthony Ardito, the Board's Auditor, presented an overview of the 2021-2022 Comprehensive Annual Financial Report. Mr. Ardito reviewed expenditures and revenues as well as the status of the district reserve accounts and surplus. Mr. Ardito noted that the audit went very well and thanked Mrs. Huff for having everything in good order. Mr. Ardito noted there were no audit recommendations.

CSA REPORT

Mr. Thompson noted that he's very excited and optimistic about the opening of the school year with successful Back-to-School nights, growing enrollment, and the return to extra-curricular activities, the district is positioned for success. Mr. Thompson reviewed upcoming dates including the Book Fair, Start Strong Assessments, Week of Respect, and picture day. Mr. Thompson thanked Mrs. Huff for her service to the district and wished her much happiness and health in retirement.

OPEN PUBLIC COMMENT

None

APPROVE MEETING MINUTES

A motion was made by Mr. Murray and seconded by Mr. Havlusch to approve the minutes as submitted from the August 22, 2022 Regular Session Meeting and Executive Session. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

CORRESPONDENCE & ANNOUNCEMENTS

Mrs. Huff noted that the HIB investigation has concluded and that the occurrence is deemed a HIB incident, so we'll approve the motion accordingly. Mrs. Huff further noted that Curriculum motion #2 is for the 2022-2023 school year.

COMMITTEE REPORTS

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PERSONNEL

Block Motion – Personnel

A motion was made by Mr. Havlusch and seconded by Mr. Murray to approve the following agenda items #1 through #10. Motion carried as follows: Mr. Havlusch – yes, Mrs. Pinkerton – yes, Mr. Murray – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper - yes.

1. Approve a Transfer on the Salary Guide

To approve a request from Michele Laubach for a transfer on the salary guide from Step 20*, BA+15 to Step 20*, MA at the new salary rate of \$77,335.*

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

2. Appoint the Business Administrator/Board Secretary

To appoint Andrew Italiano as the Business Administrator/Board Secretary effective October 1, 2022.

3. Appoint the Records Custodian of Public Records

To appoint Andrew Italiano as the Custodian of Public Records for the district effective October 1, 2022.

4. Appoint the Qualified Purchasing Agent for the District

To assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to the Business Administrator, Andrew Italiano, effective October 1, 2022, and to set the bid threshold for the 2022-2023 school year at \$44,000, as allowed by law and to approve competitive quotations for amounts over \$6,000.

5. Appoint the Public Agency Compliance Officer (PACO)

To appoint the Business Administrator, Andrew Italiano, as the Public Agency Compliance Officer to be the liaison official and to have the authority to recommend the appropriate corrections to the district's contracting procedures as required by the NJ Division of Contract Compliance and Equal Opportunity Office effective October 1, 2022.

6. Approve After-Care Staff

To supervise Stewart Quinn, Anthony Marinelli, Shawnee Smith, Maryellen Nyce and Kathy Cavitch to supervise the after-care program at the rate of \$35/hour.

7. Approve Extra-Curricular Activity Positions

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

Allyson Evans	Jump Start (Asst)	Year 5*	\$2,415*
Michele Laubach	Jump Start (Asst)	Year 1	\$2,204*

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

8. Approve a National Junior Honor Society Advisor

To approve Allyson Evans as a National Junior Honor Society Advisor at the stipend amount of \$1,500 for the 2022-2023 school year.

9. Approve a Junior Practicum and Student Teaching

To approve Keri Morabito, current Centenary University student, for a Junior Practicum experience in the Fall semester and Student Teaching experience in the Spring semester.

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Block Motion – Personnel

10. Approve Observation Hours

To approve Natasha Kelsey, current Warren County Community College student, to observe in one of our classrooms for 20 hours.

CURRICULUM

Ms. Nusser-Meany noted the Committee discussed the NJ SLA test results, the Master schedule feedback, a joint 8th grade trip with Hope Township School, and the start of the Parent University initiative.

Block Motion – Curriculum

A motion was made by Mr. Murray and seconded by Mr. Havlusch to approve the following agenda items #1 through #8. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve a Field Trip for Grade 8

To approve a field trip for approximately 28 grade 8 students to Hershey Park & Gettysburg, PA on June 1-2, 2023. The tentative cost of the trip per student is \$350 which includes the cost of the bus transportation.

2. Approve 8th Grade Fundraisers

To approve the following 8th grade fundraisers for the 2022-2023 school year:

- Sub Sale
- Bake Sale
- Gertrude Hawk Candy Sale
- Yankee/Blue Mountain Candle Sale
- Dances
- Krispy Kreme Donut Sale
- Roadside Clean Up
- Box of Candy Sale
- Family Diner Night
- Lawn Signs
- Car Wash
- Children's Activities During Conferences
- Joe Corbi Pizza
- Boon Supply
- Easter Flowers

3. Approve a Teacher Mentor Plan

To approve the White Township Teacher Mentor Plan for the 2022-2023 school year.

4. Approve a Professional Development Plan

To approve the White Township School District Professional Development Plan for the 2022-2023 school year.

5. Approve a Field Trip for Preschool

To approve a field trip for approximately 23 Preschool students to Donaldson's Farm, Hackettstown, NJ on October 27, 2022. The cost of the trip per student is \$13 and the cost of the bus transportation is \$125.

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Block Motion – Curriculum - continued

6. Approve a Field Trip for Grade 1

To approve a field trip for approximately 32 grade 1 students to Laubach's Pumpkin Patch, Phillipsburg, NJ on September 30, 2022. There is no cost per student and the cost of the bus transportation is \$125.

7. Approve a Field Trip for Drama Club

To approve a field trip for approximately 25 Drama Club members to Broadway, New York City, NY on November 9, 2022. The cost of the trip per student is \$118 and the cost of the bus transportation is \$950.

8. Approve an Emergency Virtual or Remote Instruction Plan

To approve the White Township School District Emergency Virtual or Remote Instruction Plan for the 2022-2023 school year.

OPERATIONS

Mr. Havlusch noted the Committee discussed absorption of some unanticipated costs into the budget early in the year, the upcoming roof project, the LRF and the Feasibility Study.

Block Motion – Operations

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

1. Approve August 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 August 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 August 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 August 31, 2022.

2. Approve September 2022 Bill List

To approve the payment of the September 2022 bills in the total amount of \$808,302.14 for all funds.

3. Approve Budget Transfers

To approve budget transfers for August 2022 in the amount of \$140,707.82.

4. Approve a Use of Facility Request

To approve a request from White Township PTO for use of a classroom five afternoons October – December 2022 for the Trep\$ Club.

5. Approve a Use of Facility Request

To approve a request from White Township PTA for use of the cafeteria September 26 for the Bookfair.

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Block Motion – Operations - continued

6. Approve a Tuition Contract with East Mountain School, HMH, Carrier Clinic

To approve a tuition contract for one student SID#4490939123 to attend East Mountain School, HMH, Carrier Clinic for the 2022-2023 school year at a tuition rate of \$71,427.60.

7. Appoint Emergency Service Providers for the 2022-2023 School Year

To appoint the following emergency service providers to repair and maintain specific equipment and systems in the school building for the 2022-2023 school year:

Alarm	Integrated Systems
Phone	PlanIT Networks, Inc.
Electrical	Preferred Electrical, Kope Electric or Shade Tree Electric
Roof Repair	J. Wilson Enterprises or Barrett Roofing Inc.
HVAC	Elliot Lewis Corporation
Heating System Controls	ATC or Elliot Lewis Corporation
Plumbing	Hobbie Heat & Power, Inc., All American Plumbing, Iron Mt. Mechanical, Colaluce Well & Pump Service or J&R Drilling
Fire Alarm	Johnson Controls – Simplex
Boiler Repairs	Hobbie Heat & Power, Inc.

GOVERNANCE

Mrs. Gardella noted the Committee discussed policy 5111, the Feasibility Study, and the start of Parent University with a Kindergarten Family Night.

Motion – Governance

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

1. Approve a Second Reading of Policy #5111 – Eligibility of Resident/Non-Resident Students

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

BHS BOARD MEMBER

Mr. Murray noted Belvidere Fall sports are underway, LinkIt assessments will be administered next week, and Belvidere will go through the NJQSAC assessments this year.

OLD BUSINESS

None

NEW BUSINESS

None

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mr. Murray and seconded by Mr. Panetta to acknowledge receipt of one HIB investigation since last meeting, deemed a HIB incident. Motion carried as follows: Ayes – 7, Nays – 0, and Abstentions – 0.

OPEN PUBLIC COMMENT

None

Mr. Panetta noted the need to convene to Executive Session to update the Board on the status of Negotiations. No action will be taken following the Executive Session.

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EXECUTIVE SESSION

A motion was made by Mr. Murray and seconded by Mrs. Vesper to convene to Executive Session at 7:11 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 Mr. Panetta to adjourn the Executive Session at 7:20 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 7:21 p.m. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary