

**WHITE TOWNSHIP BOARD OF EDUCATION
565 COUNTY ROAD 519
BELVIDERE, NEW JERSEY 07823
908-475-4773**



**REGULAR MEETING MINUTES
February 26, 2024**

For the Regular Meeting of the White Township Board of Education
Monday, February 26, 2024, at 6:30 p.m. in the White Township Consolidated School Media Center.

“White Township Consolidated School is committed to inspire, engage and educate our students by providing innovative, personalized opportunities for growth and learning. With a foundation based on academic excellence and a focus on social emotional learning, our students will achieve their full potential and become productive, responsible, resilient members of the community and contributing members of society.”

I. CALL TO ORDER

President Panetta called the meeting to order at 6:30 p.m.

II. STATEMENT OF ADEQUATE NOTICE

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is either discussed or acted upon. In accordance with this provision of the act, the White Township Board of Education has sent notice of this meeting to the New Jersey Herald and the Express Times stating date, time, and place and posted the same in the White Township School and Municipal Building.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Mrs. Robyn Gardella	<i>Absent</i>	Mrs. Catherine Lensi	<i>Present</i>	Mr. Frank Panetta	<i>Present</i>
Mr. Tim Havlusch	<i>Present</i>	Mr. Kevin Murray	<i>Present</i>	Mrs. Natalie Pinkerton	<i>Absent</i>
Mr. George Jonkoski	<i>Present</i>	Ms. Michelle Nusser-Meany	<i>Present</i>	Mrs. Elizabeth Vesper	<i>Present</i>

Also present, Mr. William Thompson and Mrs. Lori Tirone.

V. CSA REPORT

Mr. Thompson:

- Presented the January Student of the Month - Emma White
- Presented the February Student of the Month - Victoria Cannone
- Discussed American Sign Language

VI. PUBLIC COMMENTS

President Panetta opened the public hearing for public comment. No one from the public made any comments.

VII. MINUTES

MOTION by Mrs. Lensi, seconded by Mrs. Vesper to approve the January 22, 2024 meeting minutes.

BE IT RESOLVED that the minutes of the Board of Education meeting, held on the dates indicated as transcribed, be approved and filed.

[January 22, 2024 - Regular Meeting](#)

On a voice vote, all present were in favor.

VIII. CORRESPONDENCE AND ANNOUNCEMENTS

Mrs. Tirone reported:

- Capital Reserve

IX. PERSONNEL - Mr. Panetta, Mr. Havlusch, Mr. Murray, Mrs. Vesper

Mr. Panetta gave a committee update.

MOTION by Mr. Havlusch, seconded by Mr. Murray to approve Personnel item 1 through 3.

1. Approve Substitutes

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the following groups of substitutes:

Teachers:

Bunn, Robert	Madonia, Heather	Smith, Abigail L.
Call, Terry	Meade, Deborah	Taylor, Donna
Cavitch, Kathryn	Menegus, Christine	Thomas, Elizabeth
Clark Elizabeth	Menegus, Lawrence	Thompson, Emilia
Formichelli, Cosmo	Orchard, Mary Lynn	Van Horn, Jessica
Graham, Bonnie	Porter, Kimberly	Wohlander, Jennifer
Mahon, Aylia*		

Nurses:

Conklin, Cindy	Hingos, Jane	Titus, Pat
Leatherman, Lauren	Wheatley, Brianne	

Custodians:

Fielding, Richard	Hamblin, Loren	Quigley, Duane
-------------------	----------------	----------------

* Pending Background Check.

2. Approve Professional Development

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve Erika Puskas to attend the Question Formulation Technique March 6, 2024. The registration cost is \$245.00. It is an online course and will not require mileage.

3. Acceptance of Resignation

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, accept with regret, the resignation of Robert Bunn, Paraprofessional, effective February 16, 2024.

On a roll call vote, all present were in favor.

X. CURRICULUM - Ms. Nusser-Meany, Mrs. Gardella, Mr. Jonkoski, Mrs. Pinkerton

Ms. Nusser-Meany gave a committee update.

MOTION by Mr. Murray, seconded by Mrs. Lensi to approve Curriculum items 1 through 6.

1. Approve Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a field trip for the GEM 6th-8th grades to participate in the Chess Tournament at Belvidere High School on March 13, 2024. Cost of transportation is \$300.00.

2. Approve Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a field trip for the 2nd grade to visit the Pequest Trout Hatchery and NREC on April 3, 2024. Cost per pupil is \$5.00 and \$300.00 for transportation.

3. Approve Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a field trip for the 4th grade to visit the Lakota Wolf Preserve on April 25, 2024. Cost per pupil is \$10.00 and \$300.00 for transportation.

4. Approve Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a field trip for the GEM 7th and 8th grades to participate in the Battle of the Books at North Warren Regional on May 9, 2024. It is held after school.

5. Approve Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a field trip for the 1st grade to visit the Crayola Factory on May 24, 2024. Cost per pupil is \$14.00 and \$400.00 for transportation.

6. Approve Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a field trip for preschool to visit Klein's Dairy Farm on May 29, 2024. Cost per pupil is \$10.00 and \$210.00 for transportation.

On a roll call vote, all present were in favor.

XI. OPERATIONS - Mrs. Vesper, Mr. Havlusch, Mr. Murray, Mr. Panetta

Mrs. Vesper gave a committee update.

MOTION by Mr. Havlusch, seconded by Mr. Murray to approve Operations items 1 through 10.

1. Approval of Transfers

BE IT RESOLVED that the Board approve the attached list of budget transfers as presented by the School Business Administrator for the period of January 1, 2024 through January 31, 2024.

2. Approval of Bills

BE IT RESOLVED that the Board approve the attached list of district bills for payment as presented by the School Business Administrator for the period of February 1, 2024 through February 29, 2024 in the amount of \$589,966.76.

3. Waiver of Requirements for Special Education Medicaid Initiative (SEMI)

BE IT RESOLVED that the Board, upon the recommendation of the Chief School Administrator, approve in accordance with N.J.A.C. 6A:23A-5.3(b), the White Township Board of Education approves the filing of a waiver of participation in the Special Education Medicaid Initiative (SEMI) for the 2024-2025 school year, due to the district projecting an enrollment of 8 Medicaid eligible students per the October 15, 2023 ASSA report.

4. Approve the Use of Facilities

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the use of the cafeteria facilities to the PTO Dance "O so lucky to know you" on March 5, 2024.

5. Approve the Submission of MOA

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the submission of the Memorandum of Agreement to Warren County.

6. Acceptance of the 2023 Audit, Approval of the 2023 Fiscal Year End Corrective Action Plan

WHEREAS, the White Township Board of Education (the Board) caused an annual audit of the district's accounts and financial transactions to be conducted by a public school accountant for the 2022-2023 fiscal year pursuant to NJSA 18A:23; and

WHEREAS, said "Annual Comprehensive Financial Report" (ACFR) and "Auditor's Management Report" (AMR) for the fiscal year ended June 30, 2023, are required to be filed with the Office of the Commissioner, pursuant to NJSA 18A:23-3; and

WHEREAS, a presentation of the audit with discussion of the district's fiscal status, any audit findings and recommendations was made to the Board and public by Anthony Ardito of Ardito and Company LLC audit firm at the board meeting of December, 18, 2023; and

WHEREAS, the presentation allowed for a public discussion of the audit results including the district's overall financial position, reserved, unreserved and excess surplus fund balances, funding of worker's compensation and compensated absences, and food services' operations; and

WHEREAS, the presentation further allowed for a public discussion of the audit results including any audit findings and recommendations, repeat recommendation, significant deficiency, material deficiency, and Corrective Action Plan needed; and

WHEREAS, the synopsis of the ACFR was available to the public at the December 18, 2023 board meeting with copies of the synopsis available at the offices of the School Business Administrator upon request; and

WHEREAS, a Corrective Action Plan has been drafted and disseminated to the board and appropriate parties by the School Business Administrator/Board Secretary addressing each of the three (3) audit recommendations presented in the AMR in response to their recommendations; and

WHEREAS, the Corrective Actions Plan were provided prior to the board meeting to the Finance Committee for their review, comments and support and providing such support on the action within the Corrective Action Plan;

NOW THEREFORE BE IT RESOLVED, that the White Township Board of Education accepts the June 30, 2023 audit and approves the Corrective Action Plan for the fiscal year ended June 30, 2023; and

BE IT FURTHER RESOLVED, that the Board hereby incorporates the Synopsis of the Audit with each specific audit recommendation and the resulting Corrective Action Plan as part of the minutes of this meeting of February 26, 2024, and noting any public discussion of same for the minutes; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary be directed to forward to the Executive County Superintendent the minutes together with necessary copies of the ACFR, Synopsis, Corrective Action Plan, and certified board minutes adopting the above items or as stated in the Department of Education's requirements; and

BE IT FURTHER RESOLVED, in accordance with the directive from the Department of Education, listed below are the specific board action and the disposition of each audit recommendation:

Recommendation 2023-001

The district should document and implement internal controls to monitor the preparation of asset and liability reconciliations to ensure accounts are reconciled to the underlying account detail on a monthly basis.

Disposition

The School Business Administrator will document and implement internal controls sufficient to monitor the preparation of general ledger reconciliations, ensuring accounts are properly reconciled to the underlying account detail.

Recommendation 2023-002

Executive County Superintendent approval should be requested for any transfer to an advertised administrative account [general administration (230), school administration (240), central services (251), or administrative information technology(252)] that is cumulatively more than 10 percent of that amount. The district should maintain documentation that substantiates the request was received by the Executive County Superintendent when written approval is not received.

Disposition

The district understands the administrative expenditure statutory limitations and will comply with those limitations on an ongoing basis.

Recommendation 2023-003

We recommend the district maintain adequate surety bond insurance on the school treasurer as required by N.J.S.A. 18A:17-32.

Disposition

The district understands the statutory insurance requirements and will comply on an ongoing basis.

7. A Resolution to Purchase Natural Gas Services through the Alliance For Competitive Energy Services (“ACES”) Bid Cooperative Pricing System ID#E8801-ACESCPS

WHEREAS, the Alliance For Competitive Energy Services (hereinafter referred to as “ACES”), an alliance composed of the New Jersey School Boards Association (hereinafter referred to as “NJSBA”), the New Jersey Association of School Administrators, and the New Jersey Association of School Business Officials, will from time to time during the Effective Period as defined below solicit bids from natural gas suppliers for retail natural gas supply services including interstate transportation to the local natural gas distribution utility company (Natural Gas Supply Services) through an energy aggregation program in which NJSBA will act as Lead Agency of the ACES Cooperative Pricing System #E8801-ACESCPS in accordance with the “Public School Contracts Law”, N.J.S.A. 18A:18A-1 *et seq.*, and the Electric Discount and Energy Competition Act, N.J.S.A. 48:3-49 *et seq.* (“EDECA”) and the regulations promulgated thereunder; and

WHEREAS, the White Township Consolidated School is a Participating member of the ACES Cooperative Pricing System and is eligible thereby to obtain natural gas services for its own use through one or more contracts to be awarded to natural gas suppliers following said bids for natural gas services pursuant to the aggregation program; and

WHEREAS, the Lead Agency will from time to time during the Effective Period (from date of adoption through May, 2028, hereinafter referred to as “Effective Period”) issue one or more Requests for Bids for natural gas services on behalf of the ACES Cooperative Pricing System pursuant to the Public School Contracts Law and EDECA; and

WHEREAS, due to significant volatility and the potential for price increases in the wholesale natural gas market, Participating Members will preauthorize the Lead Agency to award contracts for Natural Gas Supply Service in each service territory to one or more natural gas suppliers that submits bids which are reasonably forecasted to provide estimated savings to the Participating Member based upon its previous natural gas usage and utility provided Basic Gas Supply Service rates; and

WHEREAS, the Lead Agency will only award contracts for said Natural Gas Supply Services to natural gas suppliers that submit bids with pricing reasonably estimated to be lower than the utility-provided basic gas supply service; and

WHEREAS, the District agrees to purchase all Natural Gas Supply Services for its own use during the Effective Period through any natural gas supplier(s) awarded a contract, it being understood that the term of any one contract shall be subject to the provisions of Public School Contracts Law; and

WHEREAS, the Lead Agency will notify the Department of Community Affairs' Division of Local Government Services by mail prior to the issuance of a Request for Bids for natural gas supply services, with the understanding that if the Division of Local Government Services does not respond within 10 business days, it will be deemed to have approved the issuance of the Request for Bids or the Request for Rebids.

NOW, therefore, be it

RESOLVED that the District binds itself to the ACES Cooperative Pricing System ##E8801-ACESCPS to purchase all natural gas supply services needed for its own use during the Effective Period from the natural gas supplier or suppliers awarded a contract for natural gas supply services by the Lead Agency; and, be it

FURTHER RESOLVED that the Lead Agency of the ACES Cooperative Pricing System is hereby authorized to execute a master performance agreement that obligates the district to purchase natural gas at the terms and conditions stated therein with a third-party supplier or suppliers who have been awarded the contract or contracts by the Lead Agency on behalf of the participating members of the ACES Cooperative Pricing System #E8801-ACESCPS (or any CPS number to be assigned in the future), and provided further that all such contracts shall be at prices reasonably forecast and estimated by the Lead Agency to provide savings to the districts relative to the price charged for basic gas supply service by the natural gas public utility that would otherwise provide such service; and, be it

FURTHER RESOLVED that ACES is authorized to continue to bid to obtain natural gas services at any time during the Effective Period on behalf of the ACES Cooperative Pricing System including, for example, a rebid if energy market conditions do not initially lead to a successful bid, on additional dates to be determined by the Lead Agency; and

FURTHER RESOLVED that this Resolution shall take effect immediately upon passage. The authorization provided to the NJSBA pursuant to the Local Public Contracts Laws (N.J.S.A.

40A:11-11(5)), and the Local Public and Public School Contracts Laws Administrative Code (N.J.A.C. 5:34-7.1 et seq.) shall be valid until May, 2028 (the Effective Period) at which time the Cooperative Pricing System will be subject to renewal. Any rescission of this resolution shall not affect any Agreements entered into prior to such rescission or expiration.

8. Approve the withdrawal of Capital Reserve

BE IT RESOLVED that the White Township Board of Education approves a withdrawal from the Capital Reserve in the amount of \$259,000.00 for the Partial Gym Roof Project including architect and engineering fees. If all funds are not used by the end of the 2023-24 budget year, they must be returned to the Capital Reserve Fund by June 30, 2024. (This was budgeted in the 22/23 school year but was not

spent.)

9. Approve Transportation

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve transportation for SID# 4501220283 to DCF Warren Regional School from October 2023 through December 2023 in the amount of \$3,900.00.

10. Approve Itinerant Services for Students with Hearing Loss

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve an agreement with the Mountain Lakes Board of Education for SID# 5821730854 to receive a weekly 50 minute Itinerant Service Session at a cost of \$6,840.00 for the 2023-2024 school year.

On a roll call vote, all present were in favor.

XII. GOVERNANCE - Mrs. Pinkerton, Mrs. Gardella, Mr. Jonkoski, Ms. Nusser-Meany

Ms. Nusser-Meany gave a committee update.

XIII. BHS BOARD MEMBER UPDATE - Mrs. Gardella

Mrs. Gardella was not present to provide a Belvidere High School update.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

MOTION by Mrs. Lensi, seconded by Ms. Nusser-Meany to acknowledge receipt of founded HIB case # 7.

On a voice vote, all present were in favor.

MOTION by Mrs. Lensi, seconded by Mrs. Vesper to acknowledge receipt of founded HIB case # 8.

On a voice vote, all present were in favor.

XIV. OLD BUSINESS - None

XV. NEW BUSINESS - None

XVI. OTHER BUSINESS - None

XVII. PUBLIC COMMENTS - Privilege of the Floor

President Panetta opened the public hearing for public comment. No one from the public made any comments.

XVIII. ADJOURNMENT

MOTION TO ADJOURN by Mr. Lensi, seconded by Ms. Nusser-Meany.

On a voice vote, all present were in favor. The meeting adjourned at 6:59 p.m.

Respectfully Submitted,



Lori A. Tirone
Board Secretary