

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



**REGULAR MEETING MINUTES
March 11, 2024**

For the Regular Meeting of the White Township Board of Education
Monday, March 11, 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 6:34 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>Present</i>	Mrs. Catherine Lensi	<i>Present</i>	Mr. Frank Panetta	<i>Present</i>
Mr. Tim Havlusch	<i>Present</i>	Mr. Kevin Murray	<i>Absent</i>	Mrs. Natalie Pinkerton	<i>Absent</i>
Mr. George Jonkoski	<i>Present</i>	Ms. Michelle Nusser-Meany	<i>Present</i>	Mrs. Elizabeth Vesper	<i>Absent</i>

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

V. CSA REPORT

Mr. Thompson:

- Discussed the budget, no cuts and a tax levy increase of 3.2%
- Reported on the Feasibility Study
- Reported on Strategic Planning

VI. PUBLIC COMMENTS - Privilege of the Floor

President Panetta opened the public hearing for public comment.
Ms. Fiorentino discussed her son's transportation.

VII. MINUTES

MOTION by Mrs. Lensi, seconded by Ms. Nusser-Meany to approve the February 26, 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.

[February 26, 2024 - Regular Meeting](#)

On a voice vote, all present were in favor.

VIII. ADOPTION OF THE 2024-2025 PROPOSED TENTATIVE BUDGET

MOTION by Mr. Havlusch, seconded by Mr. Panetta to approve the Proposed Tentative Budget for the 2024-2025 school year.

BE IT RESOLVED that the White Township Board of Education hereby adopts the following proposed budget for the 2024-2025 school year and approves it for submission to the Warren County Department of Education Executive County Superintendent for required review and approval. The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is compliant with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. The District has proposed programs and services in addition to the New Jersey Student Learning Standards adopted by the State Board of Education.

REVENUE

Fund 10: Operating Budget

Local Tax Levy	\$ 8,275,877
W/D Capital Reserve	400,000
W/D Tuition Reserve	202,000
State Aid	574,022
Fund Balance	405,516
Tuition and Miscellaneous	56,100

Fund 20: Special Funds

Grant Entitlements (Est)	\$ 120,000
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TOTAL REVENUE: \$10,033,515

APPROPRIATIONS

Fund 10: Operation Budget

Current Expense	\$ 9,508,410
Capital Outlay*	405,105

Fund 20: Special Funds

ESEA/IDEA Grants	\$ 120,000
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TOTAL APPROPRIATIONS: \$10,033,515

(*Capital Outlay includes the State Assessment for Debt Service on SDA Grant Funding and Lease Purchase Loan Principal)

And, to advertise said tentative budget in the NJ Herald in accordance with the form suggested by the New Jersey Department of Education and according to law;

A public hearing on the budget for the 2024-2025 school year will be held at the White Township Consolidated School Media Center, 565 County Road 519, Belvidere, New Jersey, on Monday, April 29, 2024, at 6:30 p.m.

Approval Maximum Travel

WHEREAS, the State of New Jersey has enacted P.L. 2007, An Act Concerning School District Accountability (A-5) requiring boards of education to annually approve the total amount of funds budgeted for travel and conferences for all faculty, staff, administration and board members, and

WHEREAS, A-5 became effective on March 15, 2007 and requires prior approval of all travel and conference costs with registration costs in excess of \$200.00 before they are incurred, and

WHEREAS, such travel expenditures shall include, but not limited to, all costs for transportation, meals lodging and registration and conference fees to and for the travel event, and

WHEREAS, the Board of Education must establish an annual maximum per employee for regular business travel and that annual maximum, and

WHEREAS, the Board of Education elects to exclude travel expenditures by federal funds from the maximum travel expenditure amount and acknowledges the following travel costs for federal programs for the 2024-2025 at a Maximum Travel Budget of \$50,000.00

NOW THEREFORE BE IT RESOLVED, that the following budget and expended amounts are acknowledged and costs of travel and conferences through the use of local and state funds are approved for the 2024-2025 school year at \$8,000.00. The School Business Administrator shall track and record these costs ensuring the maximum amount is not exceeded.

Approval of Use of Bank Cap

WHEREAS, the White Township Board of Education qualified for health benefit adjustments, enrollment adjustments, or utilized less than 2% of allowable tax levy in prior budget cycles; and

WHEREAS, the White Township Board of Education currently has an accumulated balance of \$257,612.00 in banked cap from the 2023-2024 school year; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Education includes in the tentative budget the adjustment for banked cap in the amount of \$96,320.00, and in accordance with N.J.A.C. 6A:23A-10.3(b), the district has fully exhausted all eligible statutory spending authority. The adjustment will be used in the 2024-2025 school year for safety and security reasons among other eligible state-allowable purposes. The Board of Education will complete this by June 30, 2025 and acknowledges that it cannot be deferred or incrementally completed over a longer period of time.

Approval of Capital Reserve Withdrawal

WHEREAS, the White Township Board of Education (the "Board") has established a capital reserve account pursuant to N.J.S.A. 18A:21-2 and N.J.S.A.18A:7G-31 in accordance with Generally Accepted Accounting Principles, which is subject to an annual audit; and

WHEREAS, the Board may use the capital reserve account to implement a capital project in the White Township School District's ("District") Long Range Facility Plan ("LRFP") as required pursuant to N.J.S.A. 18A:7G-4(a) and N.J.A.C. 6A:26-2; and

WHEREAS, pursuant to N.J.A.C. 6A:23A-14.1, the Board may, by resolution, transfer funds from the capital reserve account to the line items in the capital outlay major account/fund to fund the total costs, less any excess costs, of a school facilities project; and

WHEREAS, the Rooftop Unit Project is planned for in the 2024-2025 budget; and

WHEREAS, the Board directs the Business Administrator and architect of record to submit all projects listed above to the State of New Jersey for amendment and inclusion in the District's LRFP; and

WHEREAS, the Board intends to transfer \$400,000.00 from its capital reserve account to its capital outlay/major account to fund the total cost of the Project;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the use of capital reserve to fund this Project.
2. The Board hereby approves the total transfer of \$400,000.00 from the capital reserve account to the capital outlay/major account/fund to fund the total costs, less any excess costs, of the Project.

Approval of Tuition Reserve Withdrawal

WHEREAS, the White Township Board of Education (the "Board") has established a tuition reserve account pursuant to N.J.A.C. 6A:23A-14.4

WHEREAS, pursuant to N.J.A.C. 6A:23A-14.4(a)3, the Board may, by resolution, transfer funds from the tuition reserve account to the general fund on annual basis; and

WHEREAS, the Board intends to transfer \$202,000.00 from its tuition reserve account to offset tuition costs;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the use of tuition reserve.
2. The Board hereby approves the total transfer of \$202,000.00 from the tuition reserve account to fund tuition costs.

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

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

No Committee meeting this month.

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

No Committee meeting this month.

MOTION by Mrs. Lensi, seconded by Ms. Nusser-Meany to approve Curriculum item 1.

1. Approve Fundraiser

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a Student, Faculty, and Coach Basketball Game Fundraiser for the 8th Grade Class.

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

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

Mr. Panetta gave a committee update.

MOTION by Mr. Havlusch, seconded by Mrs. Lensi to approve Operations items 1 through 7.

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 February 1, 2024 through February 29, 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 March 1, 2024 through March 11, 2024 in the amount of \$439,111.41.

3. Approve the Use of Facilities

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the use of the cafeteria, gymnasium and playing facilities to the PTO for “Bagels with Bunny” on March 23, 2024.

4. Approve Transportation

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve transportation for SID# 9408523192 to Phillipsburg High School from January 6, 2024 through June 30, 2024 at a rate of \$104.50 per day and administration fee to Somerset County Educational Services Commission.

5. Authorize Grant Agreement G5-6788 for the Roof Project

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, authorizes the District to submit documentation which will enable the New Jersey School Development Authority (“NJSDA”) to verify that all necessary approvals required for the Grant have been received. Authorizing execution and delivery of the Grant Agreement. To facilitate the submission of the documents in Section 15 Grant Agreement Submission Checklist. This is for the Roof Project, DOE Project # 5780-050-23-R501, SDA Project # 5780-050-23-G5OU, Grant # G5-6788 with a total project cost of \$1,050,457 and a Grant amount of \$420,182.80. Upon verification of necessary approvals and required documentation, the District shall enter into a contract which shall set forth the terms and conditions of the Agreement, including the terms of the disbursement of the State Share.

6. Approve Delegation of Authority of Supervision

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, authorize delegation of authority for supervision for the Roof Project, DOE Project # 5780-050-23-R501, SDA Project # 5780-050-23-G5OU, Grant # G5-6788 with a total project cost of \$1,050,457 and a Grant amount of \$420,182.80. It shall be the Delegation of Authority to School Business Administrator for supervision of the School Facilities Project.

7. Approve the Use of Facilities

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the use of the gymnasium facility to the White Township Softball Team for practice in March and April.

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

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

Ms. Nusser-Meany gave a committee update.

MOTION by Mrs. Lensi, seconded by Mr. Havlusch to approve Governance items 1 through 19.

1. Adopt P 1140 Educational Equity Policies/Affirmative Action (M) (Revised) - First Reading
2. Adopt P 1523 Comprehensive Equity Plan (M) (Revised) - First Reading
3. Adopt P 1530 Equal Employment Opportunities (M) (Revised) - First Reading
4. Adopt R 1530 Equal Employment Opportunity Complaint Procedure (M) (Revised) - First Reading
5. Adopt P 1550 Equal Employment/Anti-Discrimination Practices (M) (Revised) - First Reading
6. Adopt R 2200 Curriculum Content (M) (Revised) - First Reading
7. Adopt P 2260 Equity in School and Classroom Practices (M) (Revised) - First Reading
8. Adopt R 2260 Equity in School and Classroom Practices Complaint Procedure (M) (Revised) - First Reading
9. Adopt P 2411 Guidance Counseling (M) (Revised) - First Reading
10. Adopt P 3211 Code of Ethics (Revised) - First Reading
11. Adopt P 5570 Sportsmanship (Revised) - First Reading
12. Adopt P 5750 Equitable Educational Opportunity (M) (Revised) - First Reading
13. Adopt P 5755 Equity in Educational Programs and Services (M) (Abolished) - First Reading
14. Adopt P 5841 Secret Societies (Revised) - First Reading
15. Adopt P 5842 Equal Access of Student Organizations (Revised) - First Reading
16. Adopt P & R 7610 Vandalism (Revised) - First Reading
17. Adopt P 9323 Notification of Juvenile Offender Case Disposition (Revised) - First Reading
18. Adopt P & R 2423 Bilingual Education (M) (Revised) - First Reading
19. Adopt P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised) - First Reading

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

XIII. BHS BOARD MEMBER UPDATE - Mrs. Gardella
Mrs. Gardella gave an update on the High School.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

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

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 Mrs. Lensi, seconded by Ms. Nusser-Meany.

On a voice vote, all present were in favor. The meeting adjourned at 7:09 p.m.

Respectfully Submitted,

Lori A. Tirone
Board Secretary