

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MONDAY

APRIL 30, 2018

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. Boehm, Mr. Rader, Mr. Panetta, Mrs. Nikolopoulos, Mrs. Williams, Mrs. Lensi, Mrs. Sroka, Ms. Howell and Ms. Lee. Michael Slattery, Superintendent and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 17 members of the public.

Mr. Boehm opened the meeting at 6:35 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.

EDUCATORS OF THE YEAR PRESENTATION

Mrs. Werkheiser introduced and congratulated Gary Hutchison, Teacher of the Year, and Joan Williams, Educator Services Professional, for the 2017-2018 year. Mrs. Werkheiser applauded both for the care and dedication they display with their students.

PUBLIC BUDGET HEARING

Mrs. Huff reviewed the 2018-2019 school budget and detailed expenditures and sources of revenue for this budget. Mrs. Huff reported that the application of fund balance and monies from the tuition and maintenance reserve funds allowed the Board to present a budget with no increase to the local tax levy for the 2018-2019 school year. Mr. Boehm thanked Mrs. Huff on behalf of the Board for her work in preparing and presenting the budget.

APPROVE THE 2018-2019 SCHOOL YEAR BUDGET

A motion was made by Mrs. Lensi and seconded by Mr. Rader to approve the 2018-2019 school year budget. This budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

Expenditures

General Current Expense	\$ 9,216,557
Capital Outlay	\$ 7,105
Charter School	\$ 136,089
Special Revenue Fund	\$ 100,000

TOTAL EXPENDITURES \$ 9,459,751

Revenue

General Fund	
Budgeted Fund Balance	\$ 291,735
Withdrawal from Tuition Res	\$ 200,000
Withdrawal from Maint Res	\$ 75,000
Local Tax Levy	\$ 7,013,654
Misc. Revenue	\$ 23,200
State Aid	\$ 1,756,162
Special Revenue Fund	
Federal Aid	\$ 100,000

TOTAL REVENUE \$ 9,459,751

As per N.J.A.C. 6A:23 A-7.3(a), the budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2018-2019 budget includes a maximum travel appropriation of \$13,000.

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Approval of the 2018-2019 school year budget - continued

The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded. The budget also includes an adjustment for increase in health care costs of \$126,722 and, added to banked cap, this budget generates \$407,269 in cap banking eligibility for the district. Motion carried as follows: Ms. Lee – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes and Mr. Boehm – yes.

SPECIAL EDUCATION PRESENTATION

Mrs. Saraiva, Supervisor of Special Services, provided an overview of programs provided to our current special education population.

APPROVE MEETING MINUTES

A motion was made by Mr. Panetta and seconded by Ms. Lee to approve the minutes as submitted from the March 19, 2018 Regular Session Meeting and the March 28, 2018 Special Session Meeting.

OPEN PUBLIC COMMENT

Mrs. Gonda noted that she has heard many complaints from teachers indicating that they can't get help for the special education students in their classes. Mrs. Gonda further noted she believes that teachers should get more of a voice in decisions that are made.

Mr. Fiorentino asked the Board if they are aware of what has been happening with his grandson in school.

Mrs. Smith expressed concern that White Township teachers haven't had a presentation on Autism in years and doesn't think it's fair to parents in the district that all the Board is concerned with is bringing students with special needs back to the district. Mrs. Smith further noted that she feels the district may not be prepared to bring all students back at this time.

CORRESPONDENCE & ANNOUNCEMENTS

Mr. Boehm noted a thank you Mr. Slattery sent to the Washington Barracks of the State Police for their consistent presence at, and support of, the school.

EXECUTIVE SESSION

A motion was made by Mr. Panetta and seconded by Mrs. Nikolopoulos to convene to Executive Session at 7:09 p.m. to discuss personnel and residency issues. Motion carried as follows: Ayes – 9, 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 personnel and residency issues.

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 Mrs. Nikolopoulos and seconded by Mr. Panetta to adjourn the Executive Session at 7:59 p.m. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

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COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

A motion was made by Mrs. Nikolopoulos and seconded by Mr. Rader to approve the following agenda items #1 through #8. Motion carried as follows: Ms. Lee – yes (motions #1 - 4 and #6 – 8), abstain #5, Ms. Howell – yes, Mrs. Sroka - yes (motions #1 - 4 and #6 – 8), abstain #5, Mrs. Lensi - yes (motions #1 - 4 and #6 – 8), no #5, Mrs. Williams - yes (motions #1 - 4 and #6 – 8), abstain #5, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes.

1. Renewal of Tenured Staff

To approve letters of intent to hire the following Instructional Tenured Staff Members for the 2018-2019 School Year as recommended by the Superintendent:

Staff Member	Degree	Step **	FTE	Salary **
Baker, Cassandra	BA+15	5	1.00	\$53,890
Barofski, Melissa	MA	31	1.00	\$85,400
Bellfy, Sherry	BA+15	20	1.00	\$69,425
Biggs, Debbie	MA+30	24	1.00	\$82,720
Bolen, Stephanie	MA	9	1.00	\$63,000
Buel, Dorothy	MA	25	1.00	\$80,495
DeCesare, Anthony	BA+15	17	1.00	\$65,920
Dionne, Rebecca	MA	5	1.00	\$57,890
Evans, Allyson	MA	13	1.00	\$66,440
Fischl, Richard	MA+30	21	1.00	\$77,425
Fraunfelter, Eric	MA+30	23	1.00	\$80,950
Garvey, Crystal	MA	14	1.00	\$66,440
Gerkhardt, Cathleen	BA	9	1.00	\$57,000
Grater, Kelly	MA+30	28	1.00	\$86,275
Hawk, Erik	MA+30	17	1.00	\$73,920
Hutchison, Gary	MA+30	22	1.00	\$79,185
LaBar, Tadgh	MA+15	16	1.00	\$70,175
Laubach, Michele	BA	16	1.00	\$62,175
Marsh, Susan	MA+30	35	1.00	\$89,400
Mulligan, Deirdre	MA+15	16	1.00	\$70,175
Pearson, Kenna	BA	13	1.00	\$60,440
Puskas, Erika	MA+15	8	1.00	\$63,290
Quinn, Stephanie	MA+30	24	1.00	\$82,720
Rivera, Michelle	MA+30	18	1.00	\$75,670
Rosano, Lisa	MA	12	1.00	\$64,715
Schaarschmidt, Krista	BA	9	1.00	\$57,000
Sheneman, Margaret	BA+30	10	1.00	\$61,000
Sissick, Bernadette	BA+15	6	1.00	\$55,585
Skirbst, Henry	MA+15	24	1.00	\$80,720
Stumpe, Amy	MA+15	10	1.00	\$65,000
Walsh, Alison	MA	31	1.00	\$85,400
Werkheiser, Dawn	MA+30	23	1.00	\$80,950
Wheatley, Nancy	MA+30	13	1.00	\$70,440
Williams, Katherine	BA	9	1.00	\$57,000

** Step and Salary remain at the 2017-2018 rate until settlement of the WTEA contract agreement.

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Block Motion – Personnel - continued

2. Renewal of Newly Tenured Staff

To renew the following newly tenured teachers and offer them contracts for the 2018-2019 school year.

Staff Member	Degree	Step **	FTE	Salary **
Kline, Melinda	MA	4	.40	\$23,156

**** Step and Salary remain at the 2017-2018 rate until settlement of the WTEA contract agreement.**

3. Renewal of Non-Tenured Teaching Staff for the 2018-2019 school year

To renew the following non-tenured teaching staff for the 2017-2018 school year, as recommended by the Superintendent:

Staff Member	Degree	Step **	FTE	Salary **
Mahon, Justine	BA+30	1	1.00	\$54,890
Marinelli, Anthony	BA	4	1.00	\$51,890
Pignataro, Courtney	MA	3	1.00	\$57,390
Quinn, Stewart	BA	1	1.00	\$50,890

**** Step and Salary remain at the 2017-2018 rate until settlement of the WTEA contract agreement.**

4. Approve a Reduction in Force

WHEREAS, N.J.S.A. 18A:28-9 provides that a board of education may “reduce the number of teaching staff members employed in the district whenever, in the judgment of the board, it is advisable to abolish any such positions for reasons of economy or because of reduction in the number of pupils or of change in the administrative or supervisory organization of the district or for other good cause;”

WHEREAS, for reasons of economy and as a result of District restructuring, the Board finds it advisable to eliminate a teaching position for the 2018-2019 school year through a reduction in force;

IT IS HEREBY RESOLVED by the White Township Board of Education as follows:

1. The following positions will be eliminated effective July 1, 2018 as a result of a reduction in force: 1 Teacher
2. That the affected employee will promptly receive appropriate notification of their employment status; and
3. That the Superintendent is authorized to provide the necessary notification to the affected employees.

5. Approve the Employment Contract for the Supervisor of Special Services

To approve Marlene Saraiva as the Supervisor of Special Services for the 2018-2019 school year at a salary rate of \$78,236.

6. Renewal of Paraprofessionals for the 2018-2019 school year

To renew the following Aides for the 2018-2019 school year, as recommended by the Superintendent:

		Step **		Salary**
Dorward, Julia	Paraprofessional	Step 1D	not to exceed 4 hrs/day	\$13.81
Herb, Debra	Cafeteria Aide	Step 12ND	not to exceed 2.5 hrs/day	\$14.32
Maertens, Pamela	Cafeteria Aide	off guide	not to exceed 2.5 hrs/day	\$19.43

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Block Motion – Personnel - continued

Williams, Joan Paraprofessional Step 12D not to exceed 4 hrs/day \$16.74

**** Step and Salary remain at the 2017-2018 rate until settlement of the WTEA contract agreement.**

7. Accept a Retirement

To accept the retirement of Paul Good, effective June 30, 2018.

8. Approve Additional Substitutes

To approve William Eppell and Donna Taylor as additional substitutes for the remainder of the 2017-2018 school year.

TRANSPORTATION

No report.

POLICY

No report.

FINANCE

Block Motion – Finance

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to approve the following agenda items #1 through #9. Motion carried as follows: Ms. Lee – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes.

1. Approve March 2018 Board Secretary’s Report and Treasurer’s Report

To approve the March 2018 Board Secretary’s Report and Treasurer’s Report in agreement. After review of the School Business Administrator’s monthly financial reports and upon consultation with the Business Administrator and Superintendent, this Board of Education does hereby certify that as of March 31, 2018, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a), and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

2. Approve April 2018 Bills List

To approve the payment of the April 2018 bills in the total amount of \$1,053,282.93 for all funds.

3. Approve March 2018 Cafeteria Bills

To approve the payment of the March 2018 cafeteria bills in the amount of \$4,116.07.

4. Approve Budget Transfers

To approve budget transfers for March 2018 in the amount of \$42,510.

5. Approve Staff Travel

To approve the following staff travel:

- Dorothy Buel to attend training, “Managing Traumatic Events in Schools and Youth Serving Organizations” in Hackettstown, NJ on May 21-22, 2018. There is no cost for this travel.

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Block Motion – Finance - continued

6. Approve a Contractual Agreement for Occupational Therapy Services

To approve a contract with Kathleen DiFebo, OTR/L for the provision of Occupational Therapy Services at the rate of \$78/hr. for the 2018-2019 school year and ESY 2018.

7. Approve a Resolution to Terminate Participation Under the State Health Benefits Program and School Employees Health Benefits Program

BE IT RESOLVED:

1. The White Township Board of Education – Warren County hereby resolves to terminate its participation in the program (Medical Plan, Prescription Drug Plan, and/or Dental Plan coverage) thereby canceling coverage provided by the State Health Benefits Program and/or School Employees' Health Benefits Program (N.J.A.S. 52:14-17.25 et seq.) for all of its active and retired employees.
2. We shall notify all active employees of the date of their termination of coverage under the program.
3. We understand that the Division of Pensions and Benefits will notify retired employees of the cancellation of their coverage.
4. We understand that all COBRA participants will be notified by the Division of Pensions and Benefits and advised to contact our office concerning a possible alternative health, prescription drug, and dental insurance plan.
5. We understand that this resolution shall take effect the first of the month following a 60 day period beginning with the receipt of the resolution by the State Health Benefits Commission or School Employees' Health Benefits Commission.

8. Approve a Resolution Appointing a Fund Commissioner to the School Health Insurance Fund

BE IT RESOLVED by the White Township Board of Education that Dawn Huff is hereby appointed as Fund Commissioner to the School Health Insurance Fund, effective July 1, 2018, to represent the White Township Board of Education.

9. Approve a Tuition Contract with Limitless

To approve a tuition contract with Limitless for one student (ID#9132106692) for ESY 2018 program, for a tuition cost of \$5,535 and the cost of the personal aide \$2,295, for a total program cost of \$7,830.

CURRICULUM

Block Motion – Curriculum

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to approve the following agenda items #1 through #4. Motion carried as follows: Motion carried as follows: Ayes – 9, Nays – 0 and Abstentions – 0.

1. Approve Summer ESY Program

To approve the following ESY programs:

PSD	July 23 – August 16, 2018 (Monday – Thursday)	8:30 – 11:30 a.m.
MD	July 23 – August 16, 2018 (Monday – Thursday)	8:30 – 11:30 a.m.

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Block Motion – Curriculum - continued

2. Approve a Grade 3 Field Trip

To approve a field trip for approximately 21 grade 3 students to the White Township Municipal Building on May 11, 2018.

3. Approve a Grade 7 Field Trip

To approve a field trip for approximately 39 grade 7 students to Pax Amicus Castle Theatre, Budd Lake, NJ on May 22, 2018. The cost per student is \$19.

4. Approve a Grade 6-7 GEM Field Trip

To approve a field trip for approximately 5 grade 6-7 GEM students to a WCCSE program, Blairstown, NJ on May 18, 2018. There is no cost per student for this trip.

BUILDINGS & GROUNDS

Mrs. Nikolopoulos noted the Committee met and discussed continuation of the Farmer's Market this summer, additional security around the gas pipes, the CLAP program, and multiple water leaks in the boiler pipe system.

Block Motion – Buildings & Grounds

A motion was made by Mrs. Lensi and seconded by Ms. Lee to approve the following agenda items #1 through #7. Motion carried as follows: Ayes – 9, Nays – 0 and Abstentions – 0.

1. Approve a Use of Facility

To approve a request from the White Township PTO for use of the cafeteria for Bingo Night on May 18, 2018.

2. Approve a Use of Facility

To approve a request from the 8th grade class for use of the parking lot for a car wash on May 5, 2018.

3. Approve a Use of Facility

To approve a request from White Township PTO for use of the parking lot on Sundays, June 3 – September 30, 2018 for a farmer's market.

4. Approve a Use of Facility

To approve a request from White Township Youth Athletic Association for use of the playing fields May 1 – June 30, 2018.

5. Approve a Use of Facility

To approve a request from Belvidere High School Wrestling Team for use of the parking lot for a car wash on June 24 and July 8, 2018.

6. Approve a Use of Facility

To approve a request from 8th grade class for use of the Main Office hallway for a bake/flower sale May 23, 2018.

7. Approve a Use of Facility

To approve a request from 8th grade class for use of the cafeteria for a dance for grades 3-6 on May 11 or May 18, 2018.

PUBLIC RELATIONS

Ms. Lee announced that Rich Fischl will be featured in the White Spotlight for May.

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BHS BOARD MEMBER

Mr. Rader noted that Belvidere's Superintendent and Business Administrator did a wonderful job with their budget presentation highlighting district accomplishments. Mr. Rader further noted that the loss of revenue from continued decreasing enrollments coming from the sending districts is presenting a real challenge for Belvidere.

SHARED SERVICES LIAISON COMMITTEE

No update.

OLD BUSINESS

None

NEW BUSINESS

Mr. Slattery noted he anticipates getting some good information on HIB and QSAC to bring back from his upcoming convention.

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mr. Rader and seconded by Mrs. Nikolopoulos to approve the Superintendent's Report for the period March 19 – April 27, 2018. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to acknowledge receipt of one HIB investigation deemed a HIB incident (#1) for the period March 19 – April 27, 2018.

OPEN PUBLIC COMMENT

Mrs. Wheatley noted she is a proud parent and advocate of both Belvidere School District and White Township School District. Mrs. Wheatley asked about the Ridge and Valley Charter School and wondered why people sent their kids there.

Mrs. Gardella feels there is a breakdown in communication in the district and noted it is hard when a substitute teacher comes in and needs to respond to differing needs for every child. Mrs. Gardella feels there is a lack of proper training to appropriately address the needs of students and wondered if there could be a quick reference sheet for a substitute teacher to reference when they come into a classroom.

ADJOURNMENT

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to adjourn the meeting at 8:46 p.m. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary