

WHITE TOWNSHIP BOARD OF EDUCATION

REAPPOINTMENT AND REGULAR SESSION MEETING

MINUTES

MONDAY

MAY 21, 2018

6:30 PM

The Reappointment and Regular Meeting of the White Township Board of Education was held on the above date in the White Township School Library, 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 16 members of the public.

Mr. Boehm opened the meeting at 6:37 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.

APPROVE MEETING MINUTES

A motion was made by Ms. Lee and seconded by Mrs. Lensi to approve the minutes as submitted from the April 26, 2018 Special Session Meeting and Executive Session, the April 30, 2018 Regular Session Meeting and Executive Session, and the May 8, 2018 Special Session Meeting and Executive Session. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 1 (Rader).

OPEN PUBLIC COMMENT

Mrs. Bloch noted she doesn't know how we decide on a food service company for the school but she would love to see some thought put into a better company.

Mrs. Fiorentino noted she wants to address a HIB report that she filed back in December and further noted how extremely disappointed she is with how her son's HIB investigation has been handled. Mr. Boehm noted he will look into the issue and get back to her.

Reappointment Block Motion

A motion was made by Mr. Rader and seconded by Mrs. Sroka to approve the following reappointment motions #1 through #30 for the 2018-2019 school year. 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.

1. Adopt the present curriculum, including Scope and Sequence, and textbooks

To adopt the present curriculum, including Scope and Sequence and textbooks, as previously adopted.

2. Adopt the present Board Bylaws, Policies and Regulations

To adopt the present Board Bylaws, Policies and Regulations.

3. Approve the Permitted Student Records

To approve per N.J.A.C. 6:3-6.3 the compilation of state mandated and permitted student records for the purpose of promoting the educational welfare of the student including general student information, record of attendance, description of student progress, history and status of student health, and any other records required by the State Board of Education.

4. Approve/Readopt Existing District School Office and Business Office Forms in Use

To approve/readopt all existing district school office and business office forms currently in use.

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Reappointment Block Motion - continued

5. Adopt the Code of Ethics

To adopt the code of ethics as approved by NJSBA.

6. Appoint the Business Administrator/Board Secretary

To appoint Dawn Huff as Business Administrator/Board Secretary.

7. Approve the Board Auditor

To approve Ardito & Co, LLP as the auditor.

8. Approve the Board Attorney

To approve John B. Comegno, II, Comegno Law Group as attorney.

9. Approve the Architect of Record

To approve Parette Somjen Architects as architect of record.

10. Approve the School Physician

To approve St. Luke's Warren Physician Group as the School Physician.

11. Approve the Insurance Agent of Record

To approve the professional services of Brown & Brown Insurance as the Insurance Agent of Record.

12. Approve the Payroll Service

To approve the professional services of R & L Data Center as the payroll service provider.

13. Approve the Depository of School Monies

To approve First Hope Bank as the depository for school district monies.

14. Designate the Official Newspapers

To designate The Express-Times, the NJ Herald, The Star Ledger and The Star Gazette as the official newspapers to receive notifications of meetings as required by any and all sections of the Open Public Meetings Act.

15. Appoint the Records Custodian for Public Records

To appoint Dawn Huff as the Custodian of Public Records for the district.

16. 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, Dawn Huff, and to set the bid threshold for the 2018-2019 school year at \$40,000 as allowed by law and to approve competitive quotations for amounts over \$6,000.

17. Approve the Public Agency Compliance Officer (PACO)

To approve the Business Administrator, Dawn Huff, 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 Div. of Contract Compliance and Equal Opportunity Office.

18. Approve Renewal of School Policy Alerting Service with Strauss-Esmay Associates

To approve renewal of the professional services subscription with Strauss-Esmay Associates to provide policy alert and support services.

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Reappointment Block Motion - continued

19. Appoint the Integrated Pest Management Coordinator

To appoint David Hartung as the Integrated Pest Management Coordinator.

20. Appoint the Right to Know Officer/AHERA Representative

To appoint David Hartung as the Right to Know Officer/AHERA Representative.

21. Designate Signers for the Bank Accounts

To designate the Board President, Superintendent/Principal and Business Administrator as authorized signers on the Payroll Account, General Custodial Account, Payroll Agency Account and the Cafeteria Account.

22. Authorize Line Item Transfers

To authorize the Superintendent/Principal and Business Administrator to perform necessary line item transfers between Board of Education meetings to be followed by Board approval at the next regular Board meeting.

23. Approve Substitute Rates

To approve the following substitute rates for the 2018-2019 school year:

Teacher	\$ 85 / day
Nurse	\$ 105 / day
Custodian	\$ 12 / hour
Custodian(w/black seal)	\$ 15 / hour
Teacher Aide	\$ 10 / hour
Cafeteria Aide	\$ 10 / hour

24. Set Tuition Rates for the 2018-2019 School Year

To approve the tuition rates for out-of-district students to attend White Township School as follows:

Kindergarten	\$17,000
Grades 1-5	\$22,000
Grades 6-8	\$20,000

25. Approve the Rate for Home Instruction

To approve the rate for home instruction at \$35/hour.

26. Approve Travel for the Superintendent/Principal and Business Administrator

To approve travel expenditures for the Superintendent/Principal and the Business Administrator to attend training programs, seminars, workshops and monthly Association meetings.

27. Appoint the Indoor Air Quality Officer

To appoint David Hartung as the Indoor Air Quality Officer.

28. Approve a 504 Compliance Officer

To approve Marlene Saraiva as the 504 Compliance Officer.

29. Approve the HIB Specialist

To approve Dorothy Buel as the HIB Specialist.

30. Approve the 2007 Danielson Evaluation Model

To approve the 2007 Danielson Evaluation Model

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CORRESPONDENCE & ANNOUNCEMENTS

Mrs. Huff noted that election materials are available for anyone interested in running for a seat on the Board of Education for the 2019 year. There are 3 three-year terms available for the 2019 year. Completed petitions are due to the County Clerk's Office by July 30th.

EXECUTIVE SESSION

There was no executive session held.

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Sroka to approve the following agenda items #1 through #8. 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 (#1-#7), abstain #8, and Mr. Boehm – yes.

1. Approve School Secretary

To accept the recommendation of the Superintendent to retain Ingrid Scott as the School Secretary for the 2018-2019 school year at an annual salary (12 months) of \$35,588.

2. Approve the Part-time Business Office Assistant

To accept the recommendation of the Superintendent to retain Kimberly Wagner as the part-time Business Office Assistant for the 2018-2019 school year at an annual salary (12 months) of \$15,249.

3. Approve Head Custodian

To accept the recommendation of the Superintendent to retain David Hartung as the Head Custodian for the 2018-2019 school year at an annual salary (12 months) of \$62,568*.

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

4. Approve the Custodian

To accept the recommendation of the Superintendent to retain Harry Garlick as the Custodian for the 2018-2019 school year at an annual salary (12 months) of \$41,122*.

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

5. Approve the Custodian

To accept the recommendation of the Superintendent to retain Frank Hoyt as the Custodian for the 2018-2019 school year at an annual salary (12 months) of \$46,585*.

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

6. Approve the Basic Skills Coordinator Stipend

To accept the recommendation of the Superintendent to pay a stipend of \$8,658* to Alison Walsh as the Basic Skills Coordinator for the 2018-2019 school year.

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

7. Approve ESY Staff

To approve the following staff for the ESY Program as follows:

Allyson Evans	Teacher	\$ 51.11/hour * - not to exceed 3 hours/day–2 weeks
Lisa Rosano	Teacher	\$ 49.78/hour * - not to exceed 3 hours/day–2 weeks

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Block Motion – Personnel - continued

Rebecca Dionne Teacher \$ 44.53/hour*- not to exceed 3.5 hours/day–4 weeks
Courtney Pignataro Speech \$ 44.15/hour * - per the approved ESY schedule

***Salary remains at the 2017-2018 rate until settlement of the WTEA contract agreement.**

8. Appoint a Superintendent/Principal

To appoint William Thompson as the Superintendent/Principal for the 2018-2019 school year at an annual salary of \$140,000 subject to contract approval by the Warren County Executive Superintendent.

Mrs. Sroka noted that the Superintendent search has been a long process and kudos to the Board President who did a lot of extra work. Mrs. Sroka thanked Mr. Boehm for all he's done to make the Board work cohesively. Mrs. Sroka welcomed Mr. Thompson and noted she feels we're blessed with the best professional for the role.

TRANSPORTATION

Mrs. Williams noted the Committee met and recommends moving forward with the same vendor for transportation next year. Mrs. Williams further noted the importance of having someone in place for coordination of transportation as soon as possible.

Block Motion – Transportation

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to approve the following agenda items #1 through #2. 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.

1. Approve a Parental Transportation Contract for ESY 2018

To approve a parental transportation contract (18SP1) for student #9249311861 for transportation to Spectrum 360 July 2 – August 3, 2018 for a total contract of \$ 1,246.96.

2. Approve a Parental Transportation Contract for the 2018-2019 School Year

To approve a parental transportation contract (18-19SP1) for student #9249311861 for transportation to Spectrum 360 September 1, 2018 – June 30, 2019 for a total contract of \$10,202.40.

POLICY

No updates.

FINANCE

Mr. Rader questioned motion #10 and asked if the Board is aware of why Mr. Boehm would need legal support. Mrs. Williams noted that there were ethics charges filed by one person who is not happy and that, as a whole, the Board is working hard to bring peace and work cohesively. Mrs. Lensi noted that Mr. Boehm has the right to be represented in this matter. Mrs. Williams further noted that she doesn't understand the need for this dissention.

Block Motion – Finance

A motion was made by Mrs. Williams and seconded by Mrs. Sroka to approve the following agenda items #1 through #12. Motion carried as follows: Ms. Lee – yes, Ms. Howell – yes (#1-#7 and #11-#12), abstain #10, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes (#1- #7 and #11-#12), no- #10, and Mr. Boehm – yes (#1- #7 and #11-#12), abstain #10.

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Block Motion – Finance - continued

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

To approve the April 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 April 30, 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 May 2018 Bills List

To approve the payment of the May 2018 bills in the total amount of \$813,355.19 for all funds.

3. Approve April 2018 Cafeteria Bills

To approve the payment of the April 2018 cafeteria bills in the amount of \$4,982.69.

4. Approve Budget Transfers

To approve budget transfers for April 2018 in the amount of \$24,345.65.

5. Approve an Amendment to the Agreement with Delta Dental of New Jersey

To approve an amendment to the agreement with Delta Dental of New Jersey to agree that in accordance with Article VI, Section 3, the contract is hereby amended effective July 1, 2018 to read:

Coverage – One Party Monthly Charge - \$ 47.36

Coverage – Family Monthly Charge - \$131.26

These rates shall be guaranteed from July 1, 2018 through June 30, 2019.

6. Approve the Report of Awarded Contracts

To approve the Report of Awarded Contracts

7. Approve the 2018-2019 Tuition Contract Agreement with Belvidere School District for Regular High School Services

To approve the 2018-2019 tuition contract agreement with Belvidere School District for regular high school services for 128 students at the estimated cost per pupil of \$15,400 for a total tuition charge of \$1,971,200.

8. Approve the 2018-2019 Contract Agreement with Belvidere School District for the Belvidere High School Resource Program

To approve the 2018-2019 contract agreement with Belvidere School District for the Belvidere High School Resource Program for a total charge of \$121,000.

9. Approve a Tuition Contract with Belvidere School District

To approve a tuition contract with Belvidere School District for one student (SID#7600691611) to attend their MD Program at a tuition cost of \$35,000 for the 2018-2019 school year.

10. Approve Attorney Fees for Board Member, Mark Boehm

To approve the attorney fees for Board Member, Mark Boehm, for reasonable attorney fees pursuant to N.J.S.A. 18A:12-20 in the matter of Case-Docket # C23-18.

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Block Motion – Finance - continued

11. Approve the Lunch Prices for the 2018-2019 School Year

To approve the lunch prices for the 2018-2019 school year as follows:

Student Lunch	\$2.90
Adult Lunch	\$3.75

12. Approve the Renewal of the Food Service Management Contract (FSMC) for the 2018-2019 School Year

BE IT RESOLVED THAT THE BOARD OF EDUCATION of White Township upon recommendation of the Business Administrator approves the renewal of the FSMC year contract with Maschio's Food Services, Inc. for the 2018-2019 school year:

- White Township shall pay Maschio's an annual management fee in the amount of \$7,788. The management fee shall be payable in monthly installments of \$778.80 per month commencing on September 1, 2018 and ending on June 30, 2019.
- Maschio's guarantees a return to White Township in the amount of \$3,000. In the event that the actual bottom line of the operational report (total revenue from all sources less program costs, including the management fee) is below this amount, Maschio's shall be responsible for any shortfall.

CURRICULUM

Block Motion – Curriculum

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #2. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

1. Approve a Revised 2017-2018 School Calendar

To approve revisions to the 2017-2018 school calendar as follows:

- Early dismissal for students – June 14 & 15
- Teacher In-service – June 18, 2018

2. Approve a Field Trip Request

To approve a request for approximately 43 grade 8 students to Bel-Pike Lanes, Belvidere, NJ on June 15, 2018.

BUILDINGS & GROUNDS

Mrs. Nikolopoulos noted the Committee met and discussed repairs to the sidewalk, installation of a guard around exterior gas pipes, application for a safety grant to be used for an upgrade to the security system, staff training for RTK and asbestos management, and fact finding on the feasibility of solar panels at the school.

Motion – Buildings & Grounds

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

1. Approve Submission of the 2018 Safety Grant Application

To approve the submission of the New Jersey Schools Insurance Group 2018 Safety Grant Application in the amount of \$1,800 to supplement the cost of an upgrade to the current security system.

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PUBLIC RELATIONS

Ms. Lee noted that Mrs. Scott was named White Spotlight for June.

BHS BOARD MEMBER

Mr. Rader noted that he had the privilege to attend the recent FFA banquet. Mrs. Nikolopoulos expressed concern with the increasing tuition rate at Belvidere High School and discussed the practicality of getting out of the send/receive relationship with Belvidere School District. Mrs. Huff noted that she and Mr. Slattery work with Administration at Belvidere to closely monitor tuition rates and, while no one likes an increase, it's important to be realistic about the tuition projections to avoid large reconciliation bills in later years.

SHARED SERVICES LIAISON COMMITTEE

No updates.

OLD BUSINESS

None

NEW BUSINESS

None

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mrs. Williams and seconded by Mrs. Nikolopoulos to approve the Superintendent's Report for the period April 30 – May 18, 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 Mrs. Sroka to acknowledge receipt of one HIB investigation not deemed a HIB incident for the period April 30 – May 18, 2018. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mr. Thompson thanked the Board for the warm welcome and noted he is super excited to get started. Mr. Thompson noted that he is vested in the success of this district.

Mr. Fiorentino asked the Board if they were told what happened in the HIB investigation involving his grandson that was not deemed a HIB incident. Mr. Boehm noted he will discuss the information with Administration and assured Mr. Fiorentino that there has been no cover up.

ADJOURNMENT

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Sroka to adjourn the meeting at 7:56 p.m. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary