

# WHITE TOWNSHIP BOARD OF EDUCATION

## REGULAR SESSION MEETING

### MINUTES

**MONDAY**

**NOVEMBER 27, 2017**

**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 (6:40 p.m.), Mr. Orchard and Ms. Lee (6:38 p.m.). Michael Slattery, Superintendent and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 6 members of the public.

Mr. Boehm opened the meeting at 6:31 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.

#### **AUDIT PRESENTATION**

Mr. Anthony Ardito, the Board's Auditor, presented an overview of the 2016-2017 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, Mrs. Huff had everything in good order and there are no audit recommendations.

- Accept the CAFR Report

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to accept the Comprehensive Annual Financial Report for the fiscal year that ended June 30, 2017 as prepared by Anthony Ardito, Ardito & Company, LLP with no recommendations. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

- Approve the Corrective Action Plan for the 2016-2017 Audit

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to approve the Corrective Action Plan with no recommendations. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

#### **APPROVE MEETING MINUTES**

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to approve the minutes as submitted from the October 23, 2017 Regular Session Meeting and Executive Session. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

#### **OPEN PUBLIC COMMENT**

None

#### **CORRESPONDENCE & ANNOUNCEMENTS**

Mrs. Huff announced the results of the election and noted that Mr. Panetta, Mrs. Lensi and Mrs. Williams were elected to serve three-year terms, and Mrs. Howell a one-year unexpired term. Mrs. Huff noted that members will be sworn in at the January 8, 2018 reorganization meeting which will be held in the school library.

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**COMMITTEE REPORTS**

**PERSONNEL**

**Block Motion – Personnel**

A motion was made by Mr. Rader and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #2. Motion carried as follows: Ms. Lee – yes, Mr. Orchard – 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 Class Observation

To approve Caitlyn Disney, current Warren County Community College student, to observe in a classroom for 5 hours.

2. Approve a Transfer on the Salary Guide

To approve a request from Rebecca Morrell to transfer on the salary guide from Step 6, BA+15 to Step 6, BA+30 at the new salary rate of \$57,585.

**TRANSPORTATION**

Mrs. Lensi noted that issues from last meeting have been resolved.

**Motion – Transportation**

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

1. Approve the School Bus Emergency Evacuation Drill Report

To approve the school bus emergency evacuation drill report for October 19, 2017.

**POLICY**

Mr. Slattery noted that he would like to table the motion to approve the memorandum of agreement with the State Police as he wasn't able to meet with them and review the plan prior to the meeting.

~~**Motion – Policy**~~

~~A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to approve the following agenda item #1.~~

~~1. Approve Memorandum of Agreement for 2017-2018 with the NJSP~~

~~To approve the Memorandum of Agreement for 2017-2018 school year with the New Jersey State Police.~~

**FINANCE**

**Block Motion – Finance**

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve the following agenda items #1 through #4. Motion carried as follows: Ms. Lee – yes, Mr. Orchard – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes and Mr. Boehm – yes.

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#### **Block Motion – Finance - continued**

1. Approve October 2017 Board Secretary's Report and Treasurer's Report

To approve the October 2017 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 October 31, 2017, 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 November 2017 Bills List

To approve the payment of the November 2017 bills in the total amount of \$852,093.40 for all funds.

3. Approve October 2017 Cafeteria Bills

To approve the payment of the October 2017 Cafeteria bills in the amount of \$6,236.09.

4. Approve Budget Transfers

To approve budget transfers for October 2017 in the amount of \$57,405.47.

#### **CURRICULUM**

No report.

#### **BUILDINGS & GROUNDS**

Mrs. Nikolopoulos noted that a letter was received with staff concerns which will be addressed by the Administration and custodial staff. Mrs. Nikolopoulos reminded the public of the importance of following the chain of command with any issues and concerns they may have.

#### **Block Motion – Buildings & Grounds**

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

1. Approve a Use of Facility Request

To approve a request from the White Township PTO for use of a classroom for a Yoga & Art Therapy Group with Catherine Rosa, Wednesdays, January 3 – February 21, 2018.

2. Approve a Use of Facility Request

To approve a request from the 8<sup>th</sup> grade for use of the cafeteria for an 8<sup>th</sup> grade fundraiser dance on December 15 or December 22, 2017 (depending on availability of the DJ).

#### **PUBLIC RELATIONS**

Ms. Lee noted the Committee will be meeting in December. Mr. Boehm noted that the December White Spotlight will feature Mrs. Walsh.

#### **BHS BOARD MEMBER**

Mr. Rader noted that Belvidere's Board, when considering a health insurance renewal for next year, opted to stay with the current plan in consideration of their valued staff. Mr. Rader further reported that the district purchased Chromebooks for Board members.

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### **SHARED SERVICES LIAISON COMMITTEE**

Mr. Boehm noted that the Committee has not had an opportunity to meet with the group from Hope. Mr. Boehm noted that he would like to meet with our Committee members to devise a strategy for administrative leadership for the next school year. Mr. Boehm noted that he met with Oxford's Board President to discuss their single CSA model. Mr. Boehm noted that White Township members of the Committee would meet and recommend a plan for the full Board to vote on in the upcoming months.

### **GOALS & OBJECTIVES**

Mr. Slattery noted that the United Way will present at the January board meeting.

### **OLD BUSINESS**

Mrs. Sroka commended the advisors of the Girls on the Run program and noted that it was a wonderful experience for her daughter and the other participants.

### **NEW BUSINESS**

Ms. Lee discussed recent member attendance at a Warren County School Boards Association meeting including unknowns with new government leadership and state aid allocations, Warren County Special Services School District Hills House programs, I-Steam ready programs and the availability of Board retreats.

### **APPROVE SUPERINTENDENT'S REPORT**

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Sroka to approve the Superintendent's Report for the period October 23 – November 22, 2017. 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 no HIB reports for the period October 23 – November 22, 2017. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

### **OPEN PUBLIC COMMENT**

Mrs. Bloch asked if the Board will be hiring an Attorney to do negotiations this time because it seemed to be a big expense last time. Mr. Boehm and Mr. Panetta noted that we'll use our Board Attorney as needed for the process.

### **ADJOURNMENT**

A motion was made Mrs. Nikolopoulos and seconded by Mrs. Lensi to adjourn the meeting at 7:39 p.m. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff  
Business Administrator  
Board Secretary