

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

OCTOBER 23, 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 (6:32 p.m.), Mr. Orchard and Ms. Lee. Michael Slattery, Superintendent and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 6 members of the public. Mrs. Sroka was unable to attend.

Mr. Boehm opened the meeting at 6:30 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 Mrs. Nikolopoulos and seconded by Mr. Rader to approve the minutes as submitted from the September 25, 2017 Regular Session Meeting. Motion carried as follows:

Ayes – 8, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

None

CORRESPONDENCE & ANNOUNCEMENTS

Mrs. Huff reported on correspondence from New Jersey Schools Insurance Group which congratulated the district on approval of a safety grant application in the amount of \$1,350. Mrs. Huff also noted that our application for restoration of lost state aid has been approved.

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

A motion was made by Mr. Rader and seconded by Mrs. Nikolopoulos to approve the following agenda item #1 and the additional motions #2 and #3. Motion carried as follows: Ms. Lee – yes, Mr. Orchard – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes and Mr. Boehm – yes.

1. Approve Home Instruction

To approve Susan Marsh to do Home Instruction for one student for approximately 5 hours/week for approximately 4 weeks at the rate of \$35/hour.

2. Approve a School Nurse

To approve Justine Mahon as a School Nurse, BA+30, Step 1 at the salary rate of \$54,890, prorated to a start date of November 14, 2017.

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Block Motion – Personnel

3. Approve Additional Substitutes

To approve Ashley Kithcart and Justine Mahon as substitute nurses for the remainder of the 2017-2018 school year.

TRANSPORTATION

No report.

POLICY

Block Motion – Policy

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve the following agenda items #1 through #9. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve a Second Reading of Policy #2700 – Services to Nonpublic School Students

To approve a second reading of policy #2700 – Services to Nonpublic School Students

2. Approve a Second Reading of Policy & Regulation #7100 – Long Range Facilities Planning

To approve a second reading of policy & regulation #7100 – Long Range Facilities Planning

3. Approve a Second Reading of Policy & Regulation #7101 – Educational Adequacy of Capital Projects

To approve a second reading of policy & regulation #7101 – Educational Adequacy of Capital Projects

4. Approve a Second Reading of Policy & Regulation #7102 – Site Selection and Acquisition

To approve a second reading of policy & regulation #7102 – Site Selection and Acquisition

5. Approve a Second Reading of Policy #7130 – School Closing

To approve a second reading of policy #7130 – School Closing

6. Approve a Second Reading of Policy & Regulation #7300 – Disposition of Property

To approve a second reading of policy & regulation #7300 – Disposition of Property

7. Approve a Second Reading of Regulation #7300.2 – Disposition of Land

To approve a second reading of regulation #7300.2 – Disposition of Land

8. Approve a Second Reading of Regulation #7300.3 – Disposition of Personal Property

To approve a second reading of regulation #7300.3 – Disposition of Personal Property

9. Approve a Second Reading of Regulation #7300.4 – Disposition of Federal Property

To approve a second reading of regulation #7300.4 – Disposition of Federal Property

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FINANCE

Block Motion – Finance

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

1. Approve September 2017 Board Secretary’s Report and Treasurer’s Report

To approve the September 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 September 30, 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 October 2017 Bills List

To approve the payment of the October 2017 bills in the total amount of \$900,508.34 for all funds.

3. Approve September 2017 Cafeteria Bills

To approve the payment of the September 2017 Cafeteria bills in the amount of \$6,578.89.

4. Approve Budget Transfers

To approve budget transfers for September 2017 in the amount of \$103.72.

5. Approve a Budget Calendar

To approve a budget timetable for the 2018-2019 school budget.

6. Approve Staff/Board Member Travel

To approve the following staff travel:

- Frank Panetta and Mark Boehm to attend a workshop “Preparing for Bargaining” in W. Trenton on November 17, 2017. The cost of the workshop is \$149 per attendee and mileage reimbursement not to exceed \$60.
- Deirdre Mulligan to attend the NJ Association of Gifted Children Annual Conference in West Windsor, NJ on March 23, 2018. The cost for the conference is \$219 and mileage reimbursement not to exceed \$20.

7. Approve Participation in the Sustainable Jersey Small Grants Program

To approve participation in the Sustainable Jersey Small Grants Program and designate Michael Slattery as the authorized representative to register the district for participation.

8. Approve a Resolution

To approve a resolution requesting the Department of Agriculture to reconsider its plan to move the basis of awarding Food Service Management contracts to a “Fixed Price” basis and allow the option of continuing to use a “Cost Reimbursement” procurement model; or in the alternative, a “Fixed Price” procurement method.

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Block Motion – Finance - continued

9. Accept the Grant Award for Rural Education Achievement Program (REAP) Funding

To accept the REAP grant award for the 2017-2018 school year in the amount of \$19,986 and approve use of the funds for technology.

CURRICULUM

Block Motion – Curriculum

A motion was made by Mrs. Lensi and seconded by Mr. Panetta to approve the following agenda items #1 through #3 and the additional motion #4. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve After-School GEM Activities

To approve the following After-School GEM Activities for the 2017-2018 school year. There is no cost per student and parents provide transportation.

Battle of the Minds Grade 5/6 Harmony Twp. School, Phillipsburg, NJ November 15, 2017

2. Approve a Field Trip

To approve a field trip for approximately 81 grade 7&8 students to Belvidere High School for their winter concert on December 15, 2017. There is no cost for this field trip.

3. Approve a Field Trip

To approve a field trip for approximately 20 grade K students to Turtle Back Zoo on May 2, 2018. The cost per student is \$11.07.

4. Approve a Field Trip

To approve a field trip request for approximately 42 grade 8 students to Belvidere High School for an orientation program on November 16, 2017. There is no cost for this trip.

BUILDINGS & GROUNDS

The Board discussed the priority of projects listed on the Long Range Facility Plan. Mrs. Huff reminded the group that the order of the projects will change as needs arise but it's important that all projects are included.

Block Motion – Buildings and Grounds

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #5. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve a Use of Facility Request

To approve a request from White Township PTO for use of the cafeteria for a holiday shop and activities on December 11, 2017.

2. Approve a Use of Facility Request

To approve a request from the 8th grade class to use the front hallway by the Main Office for a fundraiser November 6-7, 2017.

3. Approve the Comprehensive Maintenance Plan and M1 Form

To approve submission of the 2017-2018 Comprehensive Maintenance Plan and the accompanying M1 Form.

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Block Motion – Buildings and Grounds - continued

4. Approve an update to the District Five-Year Long Range Facility Plan

To approve an update to the District Five-Year LRFP (Long Range Facility Plan) to include the following 2017-2022 anticipated capital improvements/projects:

17-18 LRFP Amend	Replace Fire Alarm System	\$150,000
17-18 LRFP Amend	Repaint Roof Units	\$ 5,000
17-18 LRFP Amend	Remove Carpet in Library – Replace w/VC tile	\$ 5,000
17-18 LRFP Amend	Replace electrical panels; remove unused	\$ 5,000
17-18 LRFP Amend	Paint Supt & BA Office and Conference Room	\$ 5,000
17-18 LRFP Amend	Paint 5 classrooms	\$ 7,500
18-19 LRFP Amend	Flooring in Speech and Art - Replace w/VC tile	\$ 7,500
18-19 LRFP Amend	Refinish hallway floor & install VC tile- 1931 bldg	\$ 30,000
18-19 LRFP Amend	Replace carpet in Room 180 (Hutchison) w/ VC tile	\$ 12,000
18-19 LRFP Amend	Replace floor tile 1956, 1973, 1999 hallways	\$ 40,000
18-19 LRFP Amend	Replace carpeting in 1931 section (7 classrooms)	\$ 17,500
18-19 LRFP Amend	Resurface Parking Area on Rt 519 side	\$ 25,000
18-19 LRFP Amend	Paint 5 classrooms	\$ 5,000
18-19 LRFP Amend	Security Upgrades	\$ 20,000
19-20 LRFP Amend	Replace Heating DDC controls	\$ 20,000
19-20 LRFP Amend	Remove Asbestos tile in 4 classrooms (1973 wing)	\$ 75,000
19-20 LRFP Amend	Remodel 1956 student bathrooms	\$ 50,000
19-20 LRFP Amend	Remove Asbestos pipe covering	\$ 25,000
19-20 LRFP Amend	Drop ceiling in Cafeteria; ceiling heat & ductwork	\$ 25,000
19-20 LRFP Amend	Paint 1931 hallway & staircases	\$ 5,000
19-20 LRFP Amend	Paint 5 classrooms	\$ 7,500
19-20 LRFP Amend	Upgrade to LED lights (hallways)	\$ 10,000
19-20 LRFP Amend	Replace Tractor	\$ 25,000
19-20 LRFP Amend	Security Upgrades	\$ 20,000
19-20 LRFP Amend	Replace well pump	\$ 5,000
20-21 LRFP Amend	Paint 5 classrooms	\$ 7,500
20-21 LRFP Amend	Security Upgrades	\$ 20,000
20-21 LRFP Amend	Replace roof in 1999 addition (2/3 building)	\$750,000
21-22 LRFP Amend	Upgrade 1973 Boys' & Girls' Bathrooms	\$ 50,000
21-22 LRFP Amend	Repair, Seal and Line Parking Lots	\$ 20,000
21-22 LRFP Amend	Upgrade 1931 Boys' & Girls' Bathrooms	\$ 50,000
21-22 LRFP Amend	Paint 5 classrooms	\$ 7,500
21-22 LRFP Amend	Security Upgrades	\$ 20,000
21-22 LRFP Amend	Paint Main Offices & Nurses Suite	\$ 10,000
21-22 LRFP Amend	Add Playground Equipment	\$ 15,000
	TOTAL:	\$ 1,552,000

5. Approve the Maximum Capital Reserve Account Amount

To approve the maximum Capital Reserve amount of \$1,552,000 based on an October 23, 2017 analysis of the District Five-Year Long Range Facility Plan as amended. White Township Board of Education has identified 35 projects in the amended five-year Long Range Facility Plan

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Block Motion – Buildings and Grounds - continued

that have an estimated local cost of \$1,552,000. The maximum Capital Reserve amount of \$1,552,000 is equal to the current estimated local share of the projects. The Capital Reserve account balance is \$625,992.37 as of October 23, 2017.

PUBLIC RELATIONS

Ms. Lee noted that Facebook now has 138 followers, Mr. Slattery will provide feedback on website traffic and areas most visited, Mrs. Buel named November Spot Light and plans for the United Way to work with staff on morale and climate in the school.

BHS BOARD MEMBER

No update.

SHARED SERVICES LIAISON COMMITTEE

No update.

GOALS & OBJECTIVES

No update.

OLD BUSINESS

None.

NEW BUSINESS

Ms. Lee had questions about procedures in the Cafeteria and how those processes were communicated to parents.

Mr. Orchard noted that he and Mr. Rader attended a very informative presentation on Cyberbullying.

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mr. Panetta and seconded by Mrs. Nikolopoulos to approve the Superintendent's Report for the period September 25 – October 20, 2017. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mrs. Nikolopoulos and seconded by Mr. Panetta to acknowledge receipt of no HIB reports for the period September 25 – October 20, 2017. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

APPROVE THE NJQSAC STATEMENT OF ASSURANCES

A motion was made by Mr. Rader and seconded by Mrs. Nikolopoulos to approve the NJ Quality Single Accountability Continuum Statement of Assurance for the 2017-2018 school year. Motion carried as follows: Ayes – 8, Nays -0, Abstentions – 0.

OPEN PUBLIC COMMENT

Miss Pene asked if the Board gave any additional consideration to having a karate program during gym. Mrs. Nikolopoulos noted that the Board believes it would be a great idea, and that Mr. Slattery will work with Mr. Quinn to integrate it into the current curriculum.

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OPEN PUBLIC COMMENT - continued

Mrs. Bellfy noted that the Board should add yearly maintenance to the track and kickball field to the facility plan.

Mrs. Bellfy asked if United Way morale and climate survey data will be shared with staff.

Mrs. Bloch asked if expiration dates on food served in the cafeteria are checked and alleged that food has been served which was out of date. Mrs. Huff noted she would follow up with the Cafeteria Manager.

EXECUTIVE SESSION

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to convene to Executive Session at 7:43 p.m. to discuss the Superintendent evaluation. Motion carried as follows: Ayes – 8, 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 the Superintendent evaluation.

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. Lensi and seconded by Nikolopoulos to adjourn the Executive Session at 8:02 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

ADJOURNMENT

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to adjourn the meeting at 8:03 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary