

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



**REGULAR MEETING AGENDA
MAY 19, 2025**

For the Regular Meeting of the White Township Board of Education
Monday, May 19, 2025, 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

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	_____	Mrs. Catherine Lensi	_____	Mr. Frank Panetta	_____
Mr. Tim Havlusch	_____	Mr. Kevin Murray	_____	Mrs. Natalie Pinkerton	_____
Mr. George Jonkoski	_____	Ms. Michelle Nusser-Meany	_____	Mrs. Elizabeth Vesper	_____

V. CSA REPORT

- **Presentation of Student of the Month for May and June**
- **Student Presentation**

- **Recognition**
 - **Retirement**
 - **Educators of the Year**
- **2023-2024 HIB Grade**

VI. PUBLIC COMMENTS - Privilege of the Floor

As per Board Policy 0167, public comments are welcome on educational issues. All comments should be directed to the Board President. Those wishing to share comments are asked to state their name and address before speaking. Please respect the five-minute speaking rule so that the business of the Board may proceed in a timely manner.

VII. MINUTES

MOTION by _____, seconded by _____ to approve the following 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.

April 28, 2025 - Regular Meeting Minutes
April 28, 2025 - Executive Meeting Minutes

Voice Vote:

Yes	No	Abstain	Absent
-----	----	---------	--------

VIII. ANNUAL APPROVAL OF DISTRICT/SCHOOL OPERATIONS FY26

MOTION by _____, seconded by _____ to approve the following agenda items 1 through 31 for the 2025-2026 school year.

RESOLVED, upon the recommendation of the Chief School Administrator to approve the following stated agenda items.

1. Parliamentary Procedures

BE IT RESOLVED, that the White Township Board of Education adopts Robert's Rules of Order as the official parliamentary procedure manual to be used as guidance to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians.

2. Adopt Existing Board of Education Policies

BE IT RESOLVED, that the White Township Board of Education adopts all existing written policies, by-laws, rules/regulations of the policy manual, the student handbook, manuals and standard operating procedures of the administration for the Board's operation in the operation of the school system, with any amendments made throughout the year.

3. Approve the Adoption of the Code of Ethics

WHEREAS, each member of the White Township Board of Education shall possess the qualifications required by law and shall be bound by the provisions of the School Ethics Act in accordance with N.J.S.A. 18A:12-24.1; and

WHEREAS, in accordance with Bylaw 9271, Code of Ethics, the White Township Board of Education shall read and discuss the Board member Code of Ethics annually at a regularly scheduled public meeting; and

WHEREAS, the White Township Board of Education read and discussed amongst the members of the board the code of ethics during this regularly scheduled meeting of January 6, 2025;

NOW, THEREFORE, BE IT RESOLVED, that the White Township Board of Education adopts the New Jersey School Boards Association Code of Ethics for School Board Members, 18A:12-24.1, as follows:

- a.** I will uphold and enforce all laws, rules and regulations of the State Board of Education and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b.** I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c.** I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d.** I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
- e.** I will recognize that authority rests with the board of education and will make no personal promises nor take any private action which may compromise the board.
- f.** I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
- g.** I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its schools.
- h.** I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i.** I will support and protect school personnel in proper performance of their duties.
- j.** I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of an administrative solution.

FURTHER BE IT RESOLVED, that the Board acknowledges receipt of the Code of Ethics material forwarded by the NJ School Boards Association; and

FURTHER BE IT RESOLVED, in accordance with N.J.A.C. 18A: 12-24.1, each Board Member will be asked to sign the Acknowledgement of Receipt of the Code of Ethics for School Board Members, and to forward the form to the Board Secretary.

4. Adopt existing Curricula and Textbooks

BE IT RESOLVED, in compliance with N.J.S.A. 18A:33-1, 18A:35, and N.J.A.C. 6A:8-3.1 that the White Township Board of Education confirms the adoption of the existing textbooks and curricula resources in the district's schools and that no course of study shall be altered except by the recorded roll call majority vote of the full membership of the board of education of the District.

BE IT FURTHER RESOLVED, to readopt all current Textbooks and Materials (required by N.J.S.A. 18A:58-37.4b).

5. Approve the Permitted Student Records

BE IT RESOLVED, that the White Township Board of Education, in compliance with N.J.A.C. 6A:32-7.3, acknowledges the following language on student records:

- Mandated student records are those records school districts have been directed to compile by State statute, regulations, or authorized administrative directive in accordance with N.J.A.C. 6A:32-7.3; and
- Permitted student records are those student records not mandated pursuant to N.J.A.C. 6A:32-7.3, but authorized by the Board to promote the student's educational welfare; and
- The Board shall authorize the permitted records to be collected by adopting Policy and Regulation 5125, which should list such permitted records.

6. Approval/Designation of Official Newspapers

BE IT RESOLVED, that the White Township Board of Education designates the "New Jersey Herald", "Express-Times", "Star Gazette", and the "Star Ledger", as the four newspapers to receive notification of meetings as required by the open public meeting act; and

BE IT FURTHER RESOLVED, that the "New Jersey Herald " and "Star Ledger" are hereby designated as the official newspapers of the White Township Board of Education for the publication of legal notices and advertisements.

7. Approval of Official Depositories and Signature Authority

BE IT RESOLVED, that the White Township Board of Education (Board of Education) hereby approves First Hope Bank as the designated depository for the Board of Education funds, and affirms that First Hope Bank is insured by either the SLIC or the FDIC as required by both Federal and State statutes; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes that investments can be secured in any other bank holding a current certificate of eligibility for the State of New Jersey Banking Association; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary and/or designee be authorized to wire/transfer Board of Education funds between Board of Education accounts only; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary and/or designee be authorized to enter into agreement(s) with the State of New Jersey to allow the State to initiate credit entries to Board of Education accounts in its depositories by automatic deposits when appropriate; and

BE IT FURTHER RESOLVED, that any funds on deposit in the district accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, bonds, bond coupons or other instruments or orders for the payment of money when signed, live or facsimile; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary is hereby authorized to deliver, upon demand, signatures of required authorities to the above-approved depositories; and

BE IT FURTHER RESOLVED, that the Board of Education hereby authorizes the following authorized signatures for money market, checking and savings accounts at First Hope Bank or other bank holdings (facsimile stamps can be used):

BE IT FURTHER RESOLVED that, this resolution shall take effect immediately, and the White Township Board of Education authorizes the Chief School Administrator, Board President, and School Business Administrator/Board Secretary to sign any documents on behalf of the WhiteTownship Board of Education with regard to exercising the intent of this resolution.

Account	Number of signatures	Authorized Signatures
Custodial General	3	Board President
Maintenance Reserve	3	Chief School Administrator
Emergency Reserve	3	School Business Administrator
Capital Reserve	3	
Payroll	3	
Payroll Agency	3	
Cafeteria	2	CSA & SBA
Student Activities	2	

8. Approval for Payment of Claims Using EFT Technologies (Electronic Funds Transfer)

WHEREAS, Electronic Funds Transfer and Claimant Certification, the Board of Education permits the School Business Administrator/Board Secretary to use standard electronic funds transfer (EFT) technologies for payment of claims; and

WHEREAS, the board shall provide annual authorizations on individuals processing EFT's and to which types of payments can be processed through EFT's;

NOW THEREFORE BE IT RESOLVED that the Board adopt the following required under Local Finance Notice #2018-13, distributed on 3/29/18 addressing electronic funds transfer or "EFT" and claimant certification changes and requirements:

BE IT FURTHER RESOLVED, the School Business Administrator/Board Secretary shall be the designated person responsible to initiate a claim for payment using an EFT method; and

BE IT FURTHER RESOLVED, the Chief School Administrator shall review the claim for payment initialized by the School Business Administrator/Board Secretary and authorize in writing the claim can be processed using the EFT method; and

BE IT FURTHER RESOLVED, all EFT activity reports shall be submitted and reviewed by the Treasurer of School Monies and shall perform a monthly reconciliation of the reviewed/approved weekly EFT activity reports of the EFT transactions appearing on the bank statements and in the accounting records;

BE IT FURTHER RESOLVED, the board approves that the standard EFT technologies can be used for the payment of claims for the following types of payments:

- Principal and interest payments.
- Payroll agency payments.
- Payroll payments.
- Payments to the state of New Jersey or a subdivision thereof.
- Payments to the federal government or a subdivision thereof.

9. 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.

10. Approve the Payroll Services

To approve the professional services of R & L Data Centers, Inc. as the payroll service provider.

11. Recognize the White Township Education Association as the Official Bargaining Unit

To recognize the White Township Education Association as the official bargaining unit of the faculty.

12. 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.

13. Set Tuition Rates for the 2025-2026 School Year

To approve the tuition rate for out-of-district students to attend White Township School.

Kindergarten	\$ 18,663
Grades 1-5	\$ 23,614
Grades 6-8	\$ 26,521
MD Class	\$ 31,955

14. Approve the Rate for Home Instruction

To approve the rate of \$45 per hour for home instruction in the 2025-2026 school year.

15. Approve Travel for the CSA and Business Administrator

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

16. Approve the following appointments for the 2025-2026 school year:

- Affirmative Action Officer (required by N.J.A.C. 6A:7-1.5) - CSA, William Thompson
- Asbestos Hazard Emergency Response Act (AHERA) Head Custodian, Stephen Lemoine
- Anti-Bullying Coordinator – Chief School Administrator, William Thompson
- Anti-Bullying Specialist - Guidance Counselor, Stephanie Quinn
- Attendance Officer– Chief School Administrator, William Thompson
- Board Secretary – Business Administrator, Lori Tirone
- Chemical Hygiene Officer/Bloodborne Pathology – School Nurse, Justine Mahon
- Chief Equity Officer - Chief School Administrator, William Thompson
- Custodian of Public Records (P.L.2001, Chapter 404) – Business Administrator, Lori Tirone
- 504 Compliance Officer – Chief School Administrator, William Thompson
- Free/Reduced Lunch Hearing Officer – Chief School Administrator, William Thomapson
- Homeless Liaison - Guidance Counselor, Stephanie Quinn
- Indoor Air Quality (IAQ) designee – Head Custodian, Stephen Lemoine
- Integrated Pest Management designee (IPM)- Head Custodian, Stephen Lemoine
- PEOSHA Officer - Head Custodian, Stephen Lemoine
- Public Agency Compliance Officer (N.J.A.C. 17:27-3.2) – Business Administrator, Lori Tirone
- Purchasing Agent – Business Administrator, Lori Tirone
- Right to Know/AHERA Officer – Head Custodian, Stephen Lemoine
- Recycling Coordinator - Head Custodian, Stephen Lemoine
- School Safety Specialist – Gary Hutchinson
- Substance Awareness Coordinator- Guidance Counselor, Stephanie Quinn
- Title IX Coordinator - Guidance Counselor, Stephanie Quinn
- American Disabilities Act Officer - Supervisor of Child Study
- Flexible Spending Administrator - WEX
- Health Insurance Broker - Integrity Consulting Group
- General Liabilities Insurance Broker - Brown & Brown
- ESEA/ESSA Grant Manager - Chief School Administrator, William Thompson
- IDEA Grant Manager - Supervisor of Child Study
- EFT Initiator - Business Administrator, Lori Tirone
- EFT Approver - Chief School Administrator, William Thompson
- School Health Insurance Fund Commissioner - Business Administrator, Lori Tirone

17. School Funds Investor

BE IT RESOLVED, that White Township Board of Education designates the School Business Administrator/Board Secretary as the person responsible for any and all Board of Education investments and wires; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary be authorized to make wire transfers from board accounts as necessary when required by Board action.

18. Authority for Budget Transfers, Designation of Claims Auditor, and Payment of Bills

BE IT RESOLVED, that the White Township Board of Education hereby authorizes, pursuant to N.J.S.A. 18A:22-8.1, the Chief School Administrator to approve line item transfers as necessary between board meetings and that such transfers shall be reported to the Board of Education, ratified, and duly recorded in the minutes of the next regular meeting; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary or designee, be designated as the Board of Education's Claims Auditor with authority, as provided by 18A:19-2, to direct pre-payment of claims for payroll, fixed charges and any other claim or demand which would be in the best interests of the Board to pay promptly.

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary may approve the payment of bills between board meetings pursuant to N.J.S.A. 18A:19-4.1. and that such warrants shall be presented to the board at the next Regular Business Meeting for ratification.

19. Uniform Minimum Chart of Accounts

BE IT RESOLVED, that the White Township Board of Education authorize the use and level of accounts from the Uniform Minimum Chart of Accounts for New Jersey Public Schools to be used for reporting purposes.

20. Tax Sheltered Annuity Companies

BE IT RESOLVED, that the White Township Board of Education hereby designates the following companies to provide 403 B Tax Sheltered Annuity services:

- AXA Equitable
- Invesco
- Security Benefits
- T. Rowe Price

21. Appointment of District Purchasing Agent

WHEREAS, N.J.S.A. 18A:18A-2 provides that a Board of Education shall assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter; and

WHEREAS, 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold of \$44,000 may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution; and

WHEREAS, 18A:18A-37 c. provides that all contracts that are in the aggregate less than 15% of the bid threshold of \$6,600 may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution;

NOW, THEREFORE BE IT RESOLVED, that the White Township Board of Education, pursuant to the statutes cited above hereby appoints the School Business Administrator/Board Secretary, Lori Tirone, as its duly authorized purchasing agent and is duly assigned the authority, responsibility and accountability for the purchasing activity of the White Township Board of Education; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary, Lori Tirone, is hereby authorized to award contracts on behalf of the White Township Board of Education that are in the aggregate less than 15% of the bid threshold of \$6,600 without soliciting competitive quotations; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary, Lori Tirone is hereby authorized to seek competitive quotations, when applicable and practicable, and award contracts on behalf of the White Township Board of Education when contracts in the aggregate exceed 15% of the bid threshold of \$6,600 but are less than the bid threshold of \$44,000.

22. Use of State Contracts

BE IT RESOLVED, that the White Township Board of Education hereby approves the use of State Contracts per Title 18A:18A-10 which provides that, a board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property; and

WHEREAS, the White Township School District has the need, on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS, the White Township School District desires to authorize its purchasing agent to make any and all purchases necessary to meet the needs of the school district throughout the school year;

NOW THEREFORE BE IT RESOLVED, that the White Township School District does hereby authorize the District's Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property.

23. Grant Application and Report Submission

WHEREAS, prompt submission of grant applications, as well as, various financial reports relating to the grants is often time sensitive; and

WHEREAS, the District might lose an opportunity to apply for grants or file mandated reports in between board meetings; and

WHEREAS, it is in the Districts' best interest to submit grant applications, as well as, the various financial reports to avoid losing an opportunity for receipt of the funding;

NOW, THEREFORE, BE IT RESOLVED, that the Chief School Administrator and the School Business Administrator/Board Secretary are authorized to sign grant applications, as well as, various financial reports between Board meetings; and

BE IT FURTHER RESOLVED, that all grant applications, as well as, various financial reports relating to the grants will continue to be reviewed by the grant manager or other appropriate district staff, the respective committees of the Board, if applicable, and subsequently ratified by the Board.

24. Approve and Grant Authorization to the Following Positions to Request Legal Services

BE IT RESOLVED, that the White Township Board of Education authorizes the following positions to request legal services from the district's legal counsel on matters pertaining to the White Township Board of Education:

- Board President
- Chief School Administrator
- School Business Administrator/Board Secretary

25. Approve Membership in the New Jersey School Board Association and the Warren County School Board Association

RESOLVED, that the White Township Board of Education approves membership through June 30, 2026 in the New Jersey School Boards Association and the Warren County School Boards Association.

26. Travel Limitation for Regular Business Travel

WHEREAS, P.L. 2007, Chapter 53, approved March 15, 2007, requires that school district travel expenditures include, but are not limited to, all costs for transportation, meals, lodging and registration or conference fees to and from the travel event; and

WHEREAS, P.L. 2007, Chapter 53, requires school district travel expenditures to include costs for all required training and all travel authorized in existing school district employee contracts and school board policies, including but not limited to professional development and other staff training, required training for new school board members, and attendance at specific conferences, authorized in existing employee contracts;

NOW, THEREFORE, BE IT RESOLVED, that the White Township Board of Education establishes by resolution a maximum travel expenditure amount of \$8,000 for all funds including federal funds through fiscal year ending June 30, 2026;

BE IT FURTHER RESOLVED, that pursuant to the provisions of N.J.A.C. 6A:23A-7.3(b), an annual maximum amount per employee will not exceed \$750 for regular business travel only, for which prior Board approval is not required.

27. Authorize Cooperative Purchasing Agreements with Other LEA's

WHEREAS, the White Township Board of Education authorizes administration to enter into cooperative pricing agreements with:

- Educational Services Commission of New Jersey (ESCNJ)
- Warren County Special Services School District
- Educational Services Commission of Morris County
- Hunterdon County Educational Services Commission
- Somerset County Educational Services Commission

WHEREAS, these agencies conduct a certain function relating to the purchase of work materials and supplies for their respective jurisdictions; and

WHEREAS, the White Township Board of Education encourages the use of shared services through State approved cooperative entities; encourages open public bidding for goods and services; recognizes the need for obtaining the most competitive and responsive bid for goods and/or services; and

WHEREAS, the agencies are cooperative pricing systems which allow participating governmental and municipal agencies to reduce the cost of purchased goods by leveraging their combined purchasing power at no cost; and

WHEREAS, this resolution shall be known and may be cited as the Cooperative Pricing resolution of the White Township Board of Education; and

WHEREAS, the agencies entering into contracts on behalf of the White Township Board of Education shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J. S. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey; and

WHEREAS, pursuant to the provisions of N.J.S.A.-40A:11-11(5) the White Township Board of Education is hereby authorized to enter into a Cooperative Pricing Agreement with the listed agencies for the purchase of work materials and supplies, as needed;

THEREFORE BE IT RESOLVED, that the White Township Board of Education affirms that the Purchasing Agent is hereby authorized to enter into a cooperative pricing agreement with the following agencies for the purchase of work materials, supplies and services as needed:

- Educational Services Commission of New Jersey (ESCNJ)
- Warren County Special Services School District
- Educational Services Commission of Morris County
- The Hunterdon County Educational Services Commission

- Somerset County Educational Services Commission

28. Authorization of Payroll Management

RESOLVED, that the White Township Board of Education gives authorization to the School Business Administrator/Board Secretary to transfer funds from the general bank account to the payroll bank account and payroll agency account, as needed to provide for payment of payrolls and legal obligations in connection herewith, and to disburse funds from the net payroll and agency accounts to and on behalf of employees, all in a manner consistent with law and the contractual obligations between the Board and its employees; and

BE IT FURTHER RESOLVED, that the Board President, Chief School Administrator and School Business Administrator/Board Secretary shall certify each payroll as required by law.

29. Mandatory Direct Deposit

WHEREAS, the New Jersey State Legislature has authorized P.L. 2013, Chapter 28, a bill concerning the direct deposit of net pay for school district employees in the banking institution of their choice; and

WHEREAS, in accordance with P.L. 2013, Chapter 28, if a board provides for such direct deposit, compliance by an employee shall be mandatory; and

WHEREAS, the board is authorized to grant an exemption for seasonal, temporary, etc. employees with prior approval by the Chief School Administrator, as the board may deem necessary;

NOW THEREFORE BE IT RESOLVED, in compliance with P.L. 2013, Chapter 28, the net pay for all full and part time regular employees of the White Township Board of Education which includes payments for annual contracts, extended school year, stipends and health benefit waivers shall be directly deposited from First Hope Bank, into the banking institution of the employee's choice; and

BE IT FURTHER RESOLVED, that exemptions from the direct deposit requirement are granted for substitutes, summer seasonal workers and extreme circumstances with the approval of the Chief School Administrator.

30. Special Education

BE IT RESOLVED, that the White Township Board of Education approve the attendance, tuition, tuition contracts, and the transportation necessary, as recommended by the Chief School Administrator, to provide an appropriate educational program at public, private or appropriate educational program at public, private or residential schools for students classified as special needs by the district's Child Study Team in accordance with Title 18A, Chapter 46, N.J.S.A.

31. Personnel Appointments, Transfers, Removals, Renewals and Non-Renewals

WHEREAS, N.J.S.A. 18A:27-4.1 governs the appointment, transfer, removal, renewal and non-renewal of all certified and certain non-certified personnel; and

WHEREAS, it is in the District's best interests to effectuate the prompt employment of staff in certain programs;

NOW, THEREFORE BE IT RESOLVED, that the Chief School Administrator is authorized to make critical employment decisions between board meetings which the White Township Board of Education shall ratify at the next subsequent board meeting; and

BE IT FURTHER RESOLVED, the Board President, Board Secretary, and Board Counsel are hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this resolution.

Discussion:

Name	Yes	No	Abstain	Absent
Mrs. Gardella				
Mr. Havlusch				
Mr. Jonkoski				
Mrs. Lensi				
Mr. Murray				
Ms. Nusser-Meany				
Mrs. Pinkerton				
Mrs. Vesper				
Mr. Panetta				
Totals				

IX. PERSONNEL - Mr. Panetta, Mrs. Robyn Gardella, Mr. Havlusch, Mr. Murray

Committee update

MOTION by_____, seconded by_____ to approve Personnel items 1 through 10.

1. Approve CSA Secretary/Transportation Coordinator

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, accept and appoint Ingrid Scott as the CSA Secretary/Transportation Coordinator for the 2025-2026 school year at an annual salary (12 months) of \$61,230.

2. Approve School Secretary

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, accept and appoint Kathryn Cavitch as the School Secretary for the 2025-2026 school year at an annual salary (12 months) of \$52,887.

3. Approve Part-Time Business Office Assistant

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, accept and appoint Kimberly Wagner as a part-time Business Office Assistant for the 2025-2026 school year at an annual salary (12 months) of \$19,976.

4. Approve Head Custodian

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, accept and appoint Stephen Lemoine as a Head Custodian for the 2025-2026 school year at an annual salary (12 months) of \$62,040.

(Step and Salary remain at the 2024-2025 rate until settlement of the WTEA contract agreement.)

5. Approve Custodian

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, accept and appoint Michael Hosterman as a Custodian for the 2025-2026 school year at an annual salary (12 months) of \$46,760.

(Step and Salary remain at the 2024-2025 rate until settlement of the WTEA contract agreement.)

6. Approve Custodian

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, accept and appoint Alexander Zocchi as a Custodian for the 2025-2026 school year at an annual salary (12 months) of \$44,260.

(Step and Salary remain at the 2024-2025 rate until settlement of the WTEA contract agreement.)

7. Approve Business Administrator/Board Secretary Contract for the 2025-2026 school year

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a salary rate of \$136,984.00 for Lori Tirone, Business Administrator/Board Secretary, for the 2025-2026 school year. Salary payments will be made in accordance with other twelve (12) month administrators.

8. Approve Summer ESY at Belvidere

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve an hourly rate of \$52.08 for Rosie Magyar to work at Belvidere June 30, 2025 through July 24, 2025. It will be for 16 days, 4 hours a day for a total of \$3,333.12.

9. Approve Paraprofessionals and Cafeteria Aide for the 2025-2026 school year

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the following Paraprofessionals and Cafeteria Aide for the 2025-2026 school year.

Name	Position	Step	Not to exceed	Hourly
Bunn, Robert	Paraprofessional	5D	5.75 hours a day	\$17.90
Chobot, Carol	Paraprofessional	3D	4.00 hours a day	\$17.30
Cooke, Christine	Paraprofessional	9ND	5.75 hours a day	\$17.37
DiFranza-Tunney, Dana	Paraprofessional	9ND	8.00 hours a day	\$17.37

Herb, Debra	Cafeteria Aide	OGND	2.50 hours a day	\$21.68
Heroux, Maryann	Paraprofessional	OGD	5.75 hours a day	\$24.59
McDonald, Lea	Paraprofessional	9ND	5.75 hours a day	\$17.37

(Step and Salary remain at the 2024-2025 rate until settlement of the WTEA contract agreement.)

10. Approve Co Curricular Stipend Position

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve Melinda Kline for a Co Curricular Stipend for Spring Concert Bell Choir / Chorus in the amount of \$1,686.50

Discussion:

Name	Yes	No	Abstain	Absent
Mrs. Gardella				
Mr. Havlusch				
Mr. Jonkoski				
Mrs. Lensi				
Mr. Murray				
Ms. Nusser-Meany				
Mrs. Pinkerton				
Mrs. Vesper				
Mr. Panetta				
Totals				

XI. CURRICULUM - Ms. Nusser-Meany, Mr. Jonkoski, Mrs. Pinkerton, Mrs. Vesper

Committee update

MOTION by _____, seconded by _____ to approve Curriculum item 1.

1. Approve Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a field trip for the 8th grade to visit Oakwood Lanes on June 9, 2025. Cost per pupil is \$10.00 and has already been collected through fundraising. The cost for transportation is \$287.00.

Discussion:

Name	Yes	No	Abstain	Absent
Mrs. Gardella				
Mr. Havlusch				
Mr. Jonkoski				
Mrs. Lensi				
Mr. Murray				
Ms. Nusser-Meany				
Mrs. Pinkerton				
Mrs. Vesper				

Name	Yes	No	Abstain	Absent
Mr. Panetta				
Totals				

XII. OPERATIONS - Mrs. Gardella, Mr. Havlusch, Mr. Murray, Mr. Panetta

Committee update

MOTION by _____, seconded by _____ to approve Operations items 1 through 15.

1. Acceptance of the Financial Report April 2025

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the White Township Board of Education to certify that no budgetary line-item account has been over-expended and that the sufficient funds are available to meet the district’s financial obligation, and

WHEREAS, N.J.A.C.6A:23A-16.10 further requires the White Township Board of Education receive and accept the monthly financial statements, the Board Secretary’s and Treasurer’s reports; and

WHEREAS, the Board Secretary’s and Treasurer’s reports for the month ending April 30, 2025 is presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW, THEREFORE BE IT RESOLVED, the White Township Board of Education acknowledges receipt of and accepts the Board Secretary’s and Treasurer’s Report for the month ending April 30, 2025; and

BE IT FURTHER RESOLVED, that the Board Secretary and White Township Board of Education certify that no budgetary line-item account has been over-expended and that there are sufficient funds available to meet the district’s financial obligation.

2. Approval of Budget Transfers for April 2025

WHEREAS, N.J.A.C.6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line-item accounts for each line-item account shown on the budget prepared in accordance with N.J.S.A.18A:22-8; and

WHEREAS, transfers in the report “Budget Transfers” for the time period of April 2025 were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Chief School Administrator, that White Township Board of Education ratifies and approves the transfers in the report “Budget Transfers” for April in fiscal year 2024-2025, approved by the Chief School Administrator, so that no budgetary line-item account has been over-expended and that sufficient funds would be available to meet the district’s financial obligations.

3. Approval of May Bill Lists

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Boards of Education to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or

in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills for the months of May 2025 are being presented to the board with the recommendation that they be ratified, approved and paid; and

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2;

NOW, THEREFORE BE IT RESOLVED, that the White Township Board of Education, upon the recommendation of the Chief School Administrator, ratifies and approves the list of bills for payment in the sum of \$858,312.03 for May 2025; and

BE IT FURTHER RESOLVED, the list of bills is on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the White Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting.

4. Approval of 2025/2026 Food Services Contract Renewal with Maschio's

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the agreement with Maschio's Food Services for the 2025-2026 school year as follows: This is the 3rd renewal (fourth year) of a five-year contract and can be terminated at any time by giving sixty (60) days written notification to the FSMC setting forth the reason for and the effective date of termination. Upon such termination, the SFA and the FSMC shall make settlement of all amounts due hereunder as follows: The SFA shall make payment within thirty (30) days after the submission of an invoice.

ADDENDUM TO AGREEMENT, made by and between White Township Board of Education whose office is located at 565 County Route 519, Belvidere, New Jersey (hereinafter referred to as the "LEA")(Local Education Agency) and Maschio's Food Services, Inc., a NJ Corporation having its principal place of business at 525 E. Main Street, Chester, New Jersey.

WHEREAS, the LEA and Maschio's entered into a contract for a food service program;

WHEREAS, the LEA has found that Maschio's is performing the services under the contract in an effective and efficient manner;

NOW, THEREFORE BE IT RESOLVED, that the White Township Board of Education, in consideration of the premises and mutual covenants herein contained, the LEA and Maschio's agree as follows:

Article I: Federal and State Required Language

A. DURATION OF ADDENDUM This addendum begins on July 1, 2025 and ends on June 30, 2026.

B. MANAGEMENT FEE(S) It is the intent of the Local Education Agency to award the food service contract on a flat management fee basis. The Local Education Agency shall pay Maschio's annual management fee in the amount of \$9,849.66. The management fee shall be

payable in monthly installments of \$984.96 per month commencing on September 1, 2025 and ending June 30, 2026.

C. GUARANTEES

No Guarantee. The FSMC estimates that SFAs total food service costs for the 2025/2026 year shall yield a loss of \$1,270.33.

D. TOTAL COST OF CONTRACT The projected total cost of the contract is \$103,985.53 for the period of July 1, 2025 through June 30, 2026.

5. Approve Agreement with Maschio’s Trucking, LLC

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the agreement between the White Township Board of Education and Maschio’s Trucking, LLC for temperature controlled delivery service to the White School District for the 2025-2026 school year.

6. Approval of Lunch Prices for 2025/2026

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve breakfast and lunch prices as follows:

Student Breakfast	\$2.50	Adult Breakfast	\$3.00
Student Lunch	\$3.80	Adult Lunch	\$4.25

7. Approval to Renew School Health Insurance Fund (SHIF)

WHEREAS, a number of school boards in the State of New Jersey have joined together to form the SCHOOLS HEALTH INSURANCE FUND hereafter referred to as “SHIF”, as permitted N.J.S.A. 18A:18B-1 et seq., and;

WHEREAS, the SHIF has received approval by the Commissioner of the Department of Banking and Insurance on August 10, 2015;

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a school board joint insurance fund;

WHEREAS, the governing body of White Township, hereinafter referred to as “SCHOOL BOARD” has determined that membership in the SHIF is in the best interest of said SCHOOL BOARD.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the SCHOOL BOARD hereby agrees as follows:

- i. SCHOOL BOARD shall become a member of the SHIF for the period outlined in the SCHOOL BOARD’s Indemnity and Trust Agreement.
- ii. SCHOOL BOARD will participate in the following type (s) of coverage (s):
 - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the SHIF’s

Bylaws, and the SHIF's Plan of Risk Management.

- iii. SCHOOL BOARD accepts and approves the SHIF's Bylaws and agrees to be bound by the terms thereof.
- iv. SCHOOL BOARD shall execute an application for membership and any accompanying certifications.
- v. SCHOOL BOARD agrees to commit to the four principles of the SHIF which are:
 - a.) A long term philosophy on rates.
 - b.) A willingness to work with bargaining units to achieve plan design changes.
 - c.) Professional management with stability and commitment.
 - d.) Rating structure based on actuarial numbers.

BE IT FURTHER RESOLVED that the governing body of the SCHOOL BOARD is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the SHIF as required by the SHIF's Bylaws, and to deliver these documents to the SHIF's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the SCHOOL BOARD by the SHIF.
- ii. Receipt by the SHIF of a Resolution from the SCHOOL BOARD accepting SCHOOL BOARD's SHIF assessment.
- iii. Approval by the Commissioner of the New Jersey Department of Banking and Insurance of SCHOOL BOARD as a member of the SHIF.

8. Approve School Health Insurance Fund Indemnity and Trust Agreement

WHEREAS, the governing bodies of various school boards within the State of New Jersey, have elected to form a joint insurance fund as defined in N.J.A.C. 11:15-5.2, and as such an entity is authorized and described in N.J.S.A. 18A:18B-1 et. seq. and the administrative regulations promulgated pursuant thereto; and

WHEREAS, the SCHOOL BOARD has agreed to become a member of the SHIF in accordance with and to the extent provided for in the Bylaws of the SHIF and in consideration of such obligations and benefits to be shared by the membership of the SHIF;

NOW THEREFORE, it is agreed as follows:

- 1. The SCHOOL BOARD accepts the SHIF's Bylaws as approved and adopted and agrees to be bound by and to comply with each and every provision of said Bylaws and the pertinent statutes and administrative regulations pertaining to the same.
- 2. The SCHOOL BOARD agrees to participate in the SHIF with respect to health insurance, as defined in N.J.S.A. 17B:17-4, and as authorized in the SCHOOL BOARD's resolution to join.
- 3. The SCHOOL BOARD agrees to become a member of the SHIF and to participate in the health insurance coverages offered for an initial period, (subject to early release or termination pursuant to the Bylaws), such membership to commence on July 1, 2025 and ending on June 30, 2026 at 12:01 AM provided, however, that the SCHOOL BOARD may withdraw at any time

subsequent to the delivery of ninety (90) days prior written notice of the intent to withdraw to the SHIF as provided in the Bylaws.

4. The SCHOOL BOARD certifies that it has never defaulted on payment of any claims if self-insured and has not been canceled for non-payment of insurance premiums for a period of at least two (2) years prior to the date of this Agreement.

5. In consideration of membership in the SHIF, the SCHOOL BOARD agrees (i) that it shall jointly and severally assume and discharge the liability of each and every member of the SHIF for the periods during which the SCHOOL BOARD is a member of the SHIF, (ii) acknowledges that the SCHOOL BOARD and all other members of the SHIF, as a condition of membership in the SHIF, have executed and delivered an Indemnity and Trust Agreement similar to this Agreement and (iii) by the execution of this Agreement the full faith and credit of the SCHOOL BOARD is pledged to the punctual payment of any sums which shall become due to the SHIF in accordance with the Bylaws thereof, this Agreement or any applicable Statute. However, nothing herein shall be construed as an obligation of the SCHOOL BOARD for claims and expenses that are not covered by the SHIF, or for that portion of any claim or liability not within the SCHOOL BOARD's retained limit or in an amount which is in excess of the SHIF's limit of coverage.

6. If the SHIF in the enforcement of any part of this Agreement shall incur necessary expenses or become obligated to pay attorney's fees and/or court costs, the SCHOOL BOARD agrees to reimburse the SHIF for all such reasonable expenses, fees, and costs, inclusive of attorney fees, on demand.

7. The SCHOOL BOARD and the SHIF agree that the SHIF shall hold all moneys in excess of the SCHOOL BOARD's retained loss fund paid by the SCHOOL BOARD to the SHIF as fiduciaries for the benefit of SHIF claimants all in accordance with N.J.A.C. 11:15-5.1 et seq.

8. The SHIF shall establish and maintain Claims Trust Accounts for the payment of health insurance claims in accordance with N.J.S.A. N.J.S.A. 18A:18B-1 et seq., and N.J.A.C. 11:15-5.13 and such other statutes and regulations as may be applicable. More specifically, the aforementioned Trust Accounts shall be utilized solely for the payment of claims, allocated claim expense and stop loss insurance or reinsurance premiums for each risk or liability as follows:

- a) Employer contributions to group health insurance
- b) Employee contributions to contributory group health insurance
- c) Employer contributions to contingency account
- d) Employee contributions to contingency account
- e) Other trust accounts as required by the Commissioner of Insurance

9. Notwithstanding the terms of paragraph 8, above, to the contrary, the SHIF shall not be required to establish separate trust accounts for employee contributions provided the SHIF provides a plan in its Bylaws or Risk Management Plan for the recording and accounting of employee contributions of each member.

10. Each SCHOOL BOARD who shall become a member of the SHIF shall be obligated to execute an Indemnity and Trust Agreement similar to this Agreement. Each SCHOOL BOARD, by the execution and delivery of an Indemnity and Trust Agreement agrees to be jointly and severally bound with each other member of the SHIF who executes and delivers an Indemnity and Trust Agreement to the terms and conditions set forth in said Indemnity and Trust Agreement.

9. School Health Insurance Fund - Medical, Prescription, Dental Rates 2025-2026

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the following monthly premiums for medical, prescription, and dental for the period July 1, 2025 through June 30, 2026.

MEDICAL	AETNA Choice POS II \$10	AETNA Choice POS II \$15	AETNA Choice POS II \$20/20	Educators Health Plan	Garden State Health Plan
Single	\$14,736.00	\$14,040.00	\$12,792.00	\$13,668.00	\$12,096.00
Parent/Child	\$27,396.00	\$26,088.00	\$23,796.00	\$25,392.00	\$22,464.00
Couple	\$29,448.00	\$28,032.00	\$25,560.00	\$27,276.00	\$24,720.00
Family	\$42,132.00	\$40,104.00	\$36,588.00	\$39,048.00	\$34,596.00

PRESCRIPTION	Benecard \$10/\$3 Prescription Drug Program	Benecard \$18/\$3/\$46 Prescription Drug Program	Benecard Prescription Drug Program (EHP/GSHP)
Single	\$4,302.96	\$3,971.88	\$4,008.36
Parent/Child	\$8,003.52	\$7,387.44	\$7,455.12
Couple	\$8,605.92	\$7,942.92	\$8,016.36
Family	\$12,306.48	\$11,359.32	\$11,389.92

DENTAL	Delta Dental Premier
Single	\$575.28
Parent/Child	\$1,684.56
Couple	\$1,684.56
Family	\$1,684.56

10. Approve the Appointment of the Auditors

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the appointment of Ardito and Co., LLP as the auditors for the 2025-2026 school year.

11. Approve the Appointment of the Attorney

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the appointment of John Comegno II, Comegno Law Group, P.C. as Board Attorney for the 2025-2026 school year.

12. Approve the Appointment of the Architect of Record

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the appointment of Parette Somjen Architects as the Architect of Record for the 2025-2026 school year.

13. Approve Change Order RTU Project

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve T.M. Brennan Service, Inc. to provide a change order number PCO #1 Permit Fees in the amount of \$364.00. The original amount of the project allowance was \$55,000.00. The remaining will be \$54,636.00.

14. Approve Conference and Travel

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve Lori Tirone to attend the NJASBO Conference in Atlantic City on June 3, 2025 through June 6, 2025. The registration is \$500.00, the lodging is \$434.41 and the mileage is \$149.80. The cost will be divided equally with Hope Township.

15. Authorizing the Application and Receipt of a Safety Grant Award from NJSIG

WHEREAS, the New Jersey Schools Insurance Group (“NJSIG”) is a school board insurance group authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the White Board of Education, hereinafter referred to as the “Educational Institution,” is a member of NJSIG; and,

WHEREAS, in accordance with NJSIG Policy 3710, the goal of the safety grant program is to provide members with the necessary resources to complete risk reduction projects and improve the safety of the population NJSIG members serve.

NOW THEREFORE, BE IT RESOLVED, that:

1. The Educational Institution applies for a safety grant through the NJSIG safety grant program for the 2025 fiscal year in the amount of \$2,000.00 for the purposes set forth in their safety grant application, which is attached hereto; and,
2. The Business Administrator is hereby authorized to take all action necessary to apply for and receive a safety grant award.

Discussion:

Name	Yes	No	Abstain	Absent
Mrs. Gardella				
Mr. Havlusch				
Mr. Jonkoski				
Mrs. Lensi				
Mr. Murray				
Ms. Nusser-Meany				
Mrs. Pinkerton				
Mrs. Vesper				
Mr. Panetta				
Totals				

XIII. GOVERNANCE - Mrs. Vesper, Mr. Jonkoski, Ms. Nusser-Meany, Mrs. Pinkerton
Committee update

XIV. BHS BOARD MEMBER UPDATE - Mrs. Gardella

XV. OLD BUSINESS

XVI. NEW BUSINESS

XVII. PUBLIC COMMENTS - Privilege of the Floor

As per Board Policy 0167, public comments are welcome on educational issues. All comments should be directed to the Board President. Those wishing to share comments are asked to state their name and address before speaking. Please respect the five-minute speaking rule so that the business of the Board may proceed in a timely manner.

XVIII. EXECUTIVE SESSION

MOTION by _____, seconded by _____ for the Board to enter into Executive Session at _____ p.m.

Voice Vote:

Yes	No	Abstain	Absent
-----	----	---------	--------

WHEREAS, the New Jersey Open Public Meetings Act authorizes a public body to exclude the public from that portion of a meeting at which the Board of Education discusses topics falling within certain specified exceptions to the requirement for public meetings;(N.J.S.A. 10:4-13) and

WHEREAS, the Board of Education wishes to discuss matters that fall within statutory exceptions to open public meetings

BE IT RESOLVED pursuant to Section 7 of the Open Public Meetings Act(N.J.S.A. 10:4-12), that the Board adjourn from public session and enter into executive session at this time to discuss confidential matters pertaining to legal matters and personnel.

BE IT FURTHER RESOLVED that the matters discussed in executive session should be made public as soon as the need for confidentiality no longer exists, but it is not known at this time when that may be. The Board expects to reconvene into public session in approximately ____ minutes. Action will be taken.

BE IT RESOLVED to return to Open Public Session at _____ p.m.

MOTION by _____, seconded by _____ for the Board to reconvene public session.

Voice Vote:

Yes	No	Abstain	Absent
-----	----	---------	--------

XIX. ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

MOTION by _____, seconded by _____ to acknowledge receipt of 1 HIB investigation deemed a HIB incident.

Discussion:

Name	Yes	No	Abstain	Absent
Mrs. Gardella				
Mr. Havlusch				
Mr. Jonkoski				
Mrs. Lensi				
Mr. Murray				
Ms. Nusser-Meany				
Mrs. Pinkerton				
Mrs. Vesper				
Mr. Panetta				
Totals				

XX. ADJOURNMENT

MOTION TO ADJOURN by _____, seconded by _____.

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

Voice Vote:

Yes	No	Abstain	Absent
-----	----	---------	--------