

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



**REGULAR MEETING AGENDA  
SEPTEMBER 22, 2025**

For the Regular Meeting of the White Township Board of Education  
Monday, September 22, 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	_____
				Mrs. Tina Ritchie	_____

**V. CSA REPORT**

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**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.

August 25, 2025 - Regular Meeting Minutes  
August 25, 2025 - Executive Meeting Minutes

**Voice Vote:**

Yes	No	Abstain	Absent
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**VIII. PERSONNEL** - Mr. Panetta, Mrs. Robyn Gardella, Mr. Havlusch, Mr. Murray

Committee update

**MOTION** by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Personnel items 1 through 6 .

**1. Approve Bus Aide Coverage**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve staff for the bus aide coverage as follows:

Name	Hourly
Robert Bunn	\$18.76 per hour
Kathryn Cavitch	\$40.00 per hour
Carol Chobot	\$18.11 per hour
Anthony Marinelli	\$40.00 per hour
Dana Yuhas	\$18.12 per hour

**2. Approve Paraprofessional**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve Rachel Gratacos as a Paraprofessional Step 7 ND at the rate of \$17.10 an hour, for the 2025-2026 school year.

**3. Approve Personnel for an Extra Period**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve Rebecca Dionne to provide class coverage for an additional 40 minutes per day, as needed at the direction of the CSA, for a total rate of \$37.50 per day, for the 2025-2026 school year. Per the Tuition Shared Agreement with Hope Township, they will be responsible for half of this cost.

**4. Approve Personnel for an Extra Period**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve Erika Puskas to provide class coverage for an additional 40 minutes per day, as needed at the direction of the CSA, for a total rate of \$37.50 per day, for the 2025-2026 school year. Per the Tuition Shared Agreement with Hope Township, they will be responsible for half of this cost.

**5. Approve Leave of Absence**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve a leave of absence for Employee #00698 to commence February 27th through the end of the school year. Sick days will be used in the month of March and then unpaid leave. NJFLA will be used for the remaining weeks. Employee plans to return for the 2026/2027 school year.

**6. Approve Leave of Absence**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve a leave of absence for Employee #00710 to commence December 22nd through the end of the school year. Sick days will be used in the months of January and February and then unpaid leave. NJFLA will be used for the remaining weeks. Employee plans to return for the 2026/2027 school year.

Discussion:

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

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

Committee update

**MOTION** by \_\_\_\_\_, seconded by \_\_\_\_\_ to approve Curriculum items 1 through 10.

**1. Approve a Teacher Mentor Plan**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve the White Township School District Teacher Mentor Plan for the 2025-2026 school year.

**2. Approve a Professional Development Plan**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve the White Township School District Professional Development Plan for the 2025-2026 school year.

**3. Approve Itinerant Services for Students with Hearing Loss**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve an agreement with the Mountain Lakes Board of Education for SID# 5821730854 to receive a monthly 50 minute Itinerant Service Session at a cost of \$1,900.00 for the 2025-2026 school year.

**4. Approve Itinerant Services for Students with Hearing Loss**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve an agreement with the Mountain Lakes Board of Education for SID# 6996685946 to receive two weekly 50 minute Itinerant Service Sessions at a cost of \$14,440.00 for the 2025-2026 school year.

**5. Approve Field Trip**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve a field trip for the 1st grade to visit the Laubach Pumpkin Patch on October 10, 2025. The transportation cost is \$200.00.

**6. Approve Field Trip**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve a field trip for the 6th grade to visit Medieval Times on May 28, 2026. The cost per student is \$52.00. The transportation cost is \$525.00.

**7. Approve Field Trip**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve a field trip for the PreKindergarten to visit Klein Dairy Farm on October 20, 2025. The cost per student is \$10.00. The transportation cost is \$200.00..

**8. Approve Afterschool Field Trips**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve field trips for GEM for the following dates.

Date	Event	Grades	Location
December 10, 2025	Battle of the Minds	5 - 6	Harmony Township School, Phillipsburg

January 28, 2026	Legos on the Loose	3	Willow Grove Elementary School, Hackettstown
April 23, 2026	Battle of the Books	5-6	Franklin Township School, Washington
May 20, 2025	Battle of the Books	3 - 4	Knowlton Township Elementary School, Delaware

**9. Approve Professional Development**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve Margaret Sheneman to attend a professional development opportunity offered by the North Jersey School Music Association Fall Workshop on October 13, 2025. The workshop cost is \$60.00. The mileage round trip is 44.60 miles and the reimbursement is \$.47 per mile.

**10. Tuition Contract - Technical High School - Amended**

**BE IT RESOLVED** to approve a Tuition Contract Agreement for the 2025-2026 school year between the White Township Board of Education (sending) and Warren County Technical School District (receiving) for tuition charges of \$75,000. The cost per pupil of \$3,000 multiplied by an estimated daily enrollment of 25 students. There are credits in the amount of \$8,700 for the prior year.(11.000.100.563.000.000)

Discussion:

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

**X. 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 Revised July 2025 and August 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 July 31, 2025 and August 31, 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 July 31, 2025 and August 31, 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 July and August 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 July 2025 and August 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 June in fiscal year 2025-2026, 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 September 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 month of September 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 \$1,026,439.12 for September 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 Staff Travel and Professional Development

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve Board Member Michelle Nusser-Meany to attend the New Jersey School Boards Association Fall Workshop on October 20-23, 2025. The cost of the workshop is \$550.00 per person and the mileage reimbursement is \$0.47 a mile.

#### 5. Approve Renewal of the Transportation Contract

**BE IT RESOLVED**, that the Board, upon recommendation of the Chief School Administrator, approve the renewal of contract \$181,898.96 with GST Transport Corp. to transport students to and from school for the 2025-2026 with route renewals at the CPI index rate of 1.95% for a total cost as follows:

Route Number	Per Diem Renewal Contract Amount	Inc/Dec Provision	N.J.S.A. 18A:39-3 Extension	# of days	Total Per Diem	Total Amount Route Cost
1E	\$156.36	1.95	\$1,004.80	180	\$161.95	\$29,150.49
2E	\$156.36	1.95	\$1,004.80	180	\$161.95	\$29,150.49
3E	\$156.36	1.95	\$1,004.80	180	\$161.95	\$29,150.49
4E	\$156.36	1.95	\$1,004.80	180	\$161.95	\$29,150.49
7E	\$181.38	1.95	\$1,165.57	180	\$187.86	\$33,814.53
10E	\$168.87	1.95	\$1,085.18	180	\$174.90	\$31,482.47

#### 6. Approve Renewal of the Transportation Contract

**BE IT RESOLVED**, that the Board, upon recommendation of the Chief School Administrator, approve the renewal of contract \$215,498.80 with GST Transport Corp. to transport students to and from school for the 2025-2026 with route renewals at the CPI index rate of 1.95% for a total cost as follows:

Route Number	Per Diem Renewal Contract Amount	Inc/Dec Provision	N.J.S.A. 18A:39-3 Extension	# of days	Total Per Diem	Total Amount Route Cost
HS1	\$287.39	1.95	\$1,857.03	181.00	\$297.65	\$53,874.70
HS3	\$287.39	1.95	\$1,857.03	181.00	\$297.65	\$53,874.70
HS7	\$287.39	1.95	\$1,857.03	181.00	\$297.65	\$53,874.70
HS9	\$287.39	1.95	\$1,857.03	181.00	\$297.65	\$53,874.70

#### 7. Approve Renewal of the Transportation Contract

**BE IT RESOLVED**, that the Board, upon recommendation of the Chief School Administrator, approve the DCF Regional school to provide round trip transportation at a rate of \$75 per day for the days of enrollment, not to exceed \$13,500.

#### **8. Consolidated Food Service Agreement**

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve submission of a Consolidated Food Service Agreement with Hope Township School District for the 2025-2026 School Year.

#### **9. Professional Services Agreement with J and B Therapy, LLC**

**BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, approve a Professional Services Agreement in Related Services between Hope Township Board of Education and J and B Therapy LLC for July 1, 2025 to June 30, 2026. Service schedule:

Service	Service Rate (Hourly)
Occupational Therapy	\$94.50/hour
Speech Therapy	\$94.50/hour
Physical Therapy	\$96.50/hour
Educational Support Services (LDTC)	\$99.50/hour
Psychologist Services	\$99.50/hour
Evaluations*	\$439.00/evaluation
Bilingual Evaluations	\$535.00/evaluation
Behavioral Support Services as provided by BCBA/Behavioral Supervisor)	\$97.50/hour (3 hours/week minimum)
Behavioral Plans & Functional Behavioral Assessments	\$97.50/hour
Behavioral Support Services as provided by a Behaviorist	\$97.50/hour
Reading Specialist	\$90.50/hour
Home Instruction	\$74.00/hour
Social Worker Services	\$90.50/hour
*ABA Professional Services	\$43.00/hour
*Paraprofessional	\$37.00/hour
Teacher of the Deaf Services	\$151.00/hour
ESY Services	\$495.00/per day
ESY Services - 1 hour or less	Billed hourly (2 hour minimum)
Administrative Fee	1%



### 10. Professional Services Agreement with ZIMZUM Consulting

**BE IT RESOLVED** that the Board, upon the recommendation of the Chief School Administrator, approve a Professional Services Agreement in Related Services between Hope Township Board of Education and ZIMZUM Consulting for July 1, 2025 to June 30, 2026. Service schedule:

<b><u>ABA &amp; Behavior Modification Services</u></b>	<b><u>Hourly Fees</u></b>	
<b><u>Assessment</u></b>	<b><u>*BCBA</u></b>	<b><u>RBT**</u></b>
<i>FBA (Record Review, School Personnel Interview, Parent Interview, Indirect Assessments, Direct Observations, Functional Analysis, Data Integration, Written Recommendations, FBA Meeting and/or IEP Attendance, Collaborate with BIP Development)</i>	\$124	n/a
<i>ABA Assessments including report and meeting/ including but not limited to VB-MAPP Assessment, ABA for the Common Core, Essentials for Living (EFLS), AFLS (Assessment for Functional Living Skills), SEAT (Structured Ecological Assessment Tool)</i>	\$124	n/a
<b><u>Consultation</u></b>	<b><u>*BCBA</u></b>	<b><u>RBT</u></b>
<i>Ongoing Classroom or Student Consultation contracted for the school year; min. 10 hours/month</i>	\$99	\$59
<i>Student Direct Assistance (ABA trained aide)</i>	n/a	\$69
<i>ABA/AVB Classroom or Program Setup and Implementation</i>	\$124	n/a
<i>Specialized program such as Student Desensitization or Intensive Toilet Training</i>	\$124	\$69
<b><u>Counseling and Other Services</u></b>	<b><u>Hourly Fees</u></b>	
<b><u>Counseling</u></b>	<b><u>*BCBA</u></b>	<b><u>LCSW***</u></b>
<i>1:1 Student Counseling</i>	n/a	\$95
<i>Group Counseling</i>	n/a	\$189
<i>Social Skills Instruction Group</i>	\$189	\$189
<b><u>Training</u></b>	<b><u>*BCBA</u></b>	<b><u>LCSW***</u></b>
<i>Professional development less than 30 people</i>	\$189	\$189
<i>Professional development more than 30 people</i>	\$219	\$219
<i>Parent training</i>	\$189	\$189
<b><u>Supervision</u></b>	<b><u>*BCBA</u></b>	<b><u>LCSW***</u></b>
<i>Supervision for BCBA students in ABA program</i>	\$124	n/a
<i>RBT Supervision</i>	\$124	n/a
<b><u>IEP Services</u></b>	<b><u>*BCBA</u></b>	<b><u>LCSW***</u></b>
<i>IEP / Student File Audit or Review</i>	\$189	n/a

*BCBA- Board Certified Behavior Analyst; can also be BCaBA or Licensed Behavior Analyst supervised by BCBA		
**RBT- Registered Behavior Technician		
***LCSW- Licensed Counseling Social Worker		

### 11. Approve the Nursing Services Plan

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve the Nursing Services Plan for the 2025-2026 school year.

### 12. Approve the Use of Facilities

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve the use of the Parking Lot by the Belvidere High School Girls Soccer on September 13, 2025 from 9:00 am to 3:00 pm for a Car Wash Fundraiser.

### 13. Approve the Use of Facilities

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve the use of the Parking Lot by the Belvidere High School Softball Team on September 27, 2025 from 9:00 am to 2:00 pm for a Car Wash Fundraiser.

### 14. Approve the Use of Facilities

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve the use of the Cafeteria facility by the PTO for the 5th through 8th grade Halloween Dance on Friday October 17, 2024 from 5:00 pm to 9:00 pm.

### 15. Approval of Professional Development

**BE IT RESOLVED** that the Board, upon recommendation of the Chief School Administrator, approve Lori Tirone to attend the NJASBO Seminar "Green is back!" on September 25, 2025. The cost of the workshop is \$145.00.

Discussion:

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

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

Committee update

**MOTION** by\_\_\_\_\_, seconded by\_\_\_\_\_ to adopt the second reading of Governance items 1 through 13.

1. P 0173 Duties of Public School Accountant (Revised)
2. P 0174 Legal Services (M) (Revised)
3. P 0177 Professional Services (M) (Revised)
4. P & R 1570 Internal Controls (M) (Revised)
5. P 1620 Administrative Employment Contracts (M) (Revised)
6. P & R 6111 Special Education Medicaid Initiative (SEMI) Program (M) (Revised)
7. P 6220 Budget Preparation (M) (Revised)
8. R 6220 Budget Preparation (Revised)
9. P 0143 Board Member Election and Appointment (Revised)
10. P 1636.01 Notification of Promotion, New Job, and Transfer Opportunities (New)
11. P 2422 Statutory Curricular Requirements (M) (Revised)
12. P & R 5117 Interdistrict Public School Choice (Revised)
13. P 5339.01 Student Sun Protection (M) (New)

Discussion:

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

**XII. BHS BOARD MEMBER UPDATE** - Mrs. Gardella

**XIII. OLD BUSINESS**

**XIV. NEW BUSINESS**

**XV. 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.

**XVI. EXECUTIVE SESSION**

**MOTION** by\_\_\_\_\_, seconded by\_\_\_\_\_ for the Board to enter into Executive Session at \_\_\_\_\_p.m.

**Voice Vote:**

Yes	No	Abstain	Absent
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**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
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**XII. 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				
Mrs. Ritchie				
Mr. Panetta				
Totals				

**XIII. ADJOURNMENT**

**MOTION TO ADJOURN** by \_\_\_\_\_, seconded by\_\_\_\_\_.

**Voice Vote:**

Yes	No	Abstain	Absent
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