

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MONDAY

SEPTEMBER 24, 2018

6:30 PM

The Regular Meeting of the White Township Board of Education was held on the above date in the White Township School Library, Belvidere, NJ with the following members in attendance at roll call: Mr. Boehm, Mr. Panetta, Mrs. Nikolopoulos, Mrs. Williams, Mrs. Lensi, Mrs. Sroka (6:48 p.m.), Ms. Howell and Ms. Lee. William Thompson, CSA and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 12 members of the public. Mr. Rader was unable to attend.

Mr. Boehm opened the meeting at 6:32 p.m. and stated that the meeting had been duly advertised and the public properly notified through notification to The Express-Times, Star Ledger and the White Township Municipal Clerk in accordance with the Open Public Meetings Act.

AUDIT PRESENTATION

Mr. Anthony Ardito, the Board's Auditor, presented an overview of the 2017-2018 Comprehensive Annual Financial Report. Mr. Ardito reviewed expenditures and revenues as well as the status of the district reserve accounts and surplus. Mr. Ardito noted that the audit went very well, Mrs. Huff had everything in good order and there are no audit recommendations.

- Accept the CAFR Report

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to accept the Comprehensive Annual Financial Report for the fiscal year that ended June 30, 2018 as prepared by Anthony Ardito, Ardito & Company, LLP with no recommendations. Motion carried as follows: Ms. Lee – yes, Ms. Howell – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes and Mr. Boehm – yes.

- Approve the Corrective Action Plan for the 2017-2018 Audit

A motion was made by Mrs. Nikolopoulos and seconded by Mr. Panetta to approve the Corrective Action Plan with no recommendations for the 2017-2018 audit. Motion carried as follows: Ms. Lee – yes, Ms. Howell – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes and Mr. Boehm – yes.

PARCC PRESENTATION

Mr. Thompson provided an overview of the PARCC results from the testing that was done last spring for grades 3-8.

CSA REPORT

Mr. Thompson noted that the focus for the opening of school was on increasing communication and cultivating a positive learning environment and hopes that everyone is feeling the positive vibes in the school community. Mr. Thompson reported on the following: status of the mold; upcoming dates including Picture Day, early dismissal, PTO Walkathon, PTO Book Fair, Respect Week 10/1-10/5, Cyberbullying Presentation; and consideration of a Halloween Parade.

OPEN PUBLIC COMMENT

None

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

September 24, 2018

Page 2

APPROVE MEETING MINUTES

A motion was made by Mrs. Lensi and seconded by Ms. Lee to approve the minutes as submitted from the August 20, 2018 Regular Session Meeting and Executive Session minutes. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

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

1. Approve Additional Substitute Teachers

To approve Donna Taylor and Kathryn Cavitch as additional substitute teachers for the 2018-2019 school year.

2. Approve the Warren County-Wide Substitute List

To approve the Warren County-Wide Substitute List for the 2018-2019 School Year

3. Approve a Paraprofessional for the 2018-2019 school year

To approve the following paraprofessional for the 2018-2019 school year, as recommended by the CSA: Kathryn Cavitch Paraprofessional Step 3D not to exceed 4 hrs/day
\$14.06*

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

4. Approve a Transfer on the Salary Guide

To approve a request from Erika Puskas to transfer on the salary guide from Step 8, MA+15 to Step 8, MA+30 at the new salary rate of \$65,290.*

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

5. Approve a State-Approved School Administrator Standard Residency Agreement

To approve Robert J. Magnuson as the state-approved mentor to provide a one year residency program for William Thompson at the cost of \$2,500.

6. Approve Extra-Curricular Activity Positions

To approve staff for the following Extra-Curricular Activity Positions:

Rich Fischl	Student Government (Head – shared)	Year 3	\$1,078*
Dottie Buel	Student Government (Head – shared)	Year 1	\$1,078*

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

7. Approve a Service Agreement with EMC2, LLC

To approve a service agreement with EMC2, LLC to provide computer system support for \$850 for the 2018-2019 school year.

8. Approve an Observation Experience

To approve Kaylee Moore, current Warren County Community College student, for an observation experience in a classroom for 20 hours.

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

September 24, 2018

Page 3

TRANSPORTATION

Mrs. Williams noted that the Committee met and discussed continued use of our bus routing vendor, Transfinder, for the upcoming school year, Epipen and Glucogen training for bus drivers, continued use of GST for field trip transportation, and an ongoing review of the number of bus routes to assure maximum efficiency.

POLICY

Ms. Lee noted that the group discussed a Halloween parade, second read of policies, and review of the attendance at the next meeting.

Block Motion – Policy

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Sroka to approve the following agenda items #1 through #12. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve a Second Reading of Policy and Regulation #1550 – Equal Employment/Anti-Discrimination Practices

To approve a second reading of policy and regulation #1550 – Equal Employment/Anti-Discrimination Practices.

2. Approve a Second Reading of Policy and Regulation #1613 – Disclosure and Review of Applicant’s Employment History

To approve a second reading of policy and regulation #1613 – Disclosure and Review of Applicant’s Employment History.

3. Approve a Second Reading of Policy #2431 - Athletic Competition

To approve a second reading of policy #2431 – Athletic Competition.

4. Approve a Second Reading of Regulation #2431.2 – Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad

To approve a second reading of regulation #2431.2 – Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad.

5. Approve a Second Reading of Policy #2431.8 - Varsity Letters for Interscholastic Extracurricular Activities

To approve a second reading of policy #2431.8 – Varsity Letters for Interscholastic Extracurricular Activities.

6. Approve a Second Reading of Policy & Regulation #5350 – Student Suicide Prevention

To approve a second reading of policy & regulation #5350 – Student Suicide Prevention.

7. Approve a Second Reading of Policy #5533 – Student Smoking

To approve a second reading of policy #5533 – Student Smoking.

8. Approve a Second Reading of Policy & Regulation #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

To approve a second reading of policy & regulation #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities.

WHITE TOWNSHIP BOARD OF EDUCATION
Regular Session Minutes
September 24, 2018
Page 4

Block Motion – Policy - continued

9. Approve a Second Reading of Policy #8462 – Reporting Potentially Missing or Abused Children

To approve a second reading of policy #8462 – Reporting Potentially Missing or Abused Children.

10. Approve a Second Reading of Policy #8561 - Procurement Procedures for School Nutrition Programs

To approve a second reading of policy #8561 - Procurement Procedures for School Nutrition Programs.

11. Approve the Nursing Services Plan

To approve the Nursing Services Plan for the 2018-2019 school year.

12. Approve a Principal Waiver Form for the 2018-2019 school year

To approve a request for a waiver from the requirements of a full-time, non-teaching Principal for the 2018-2019 school year at the White Township Consolidated School.

FINANCE

Block Motion – Finance

A motion was made by Mrs. Nikolopoulos and seconded by Mr. Panetta to approve the following agenda items #1 through #7. Motion carried as follows: Ms. Lee – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes and Mr. Boehm – yes.

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

To approve the August 2018 Board Secretary’s Report and Treasurer’s Report in agreement. After review of the School Business Administrator’s monthly financial reports and upon consultation with the Business Administrator and CSA, this Board of Education does hereby certify that as of August 31, 2018, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a), and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

2. Approve September 2018 Bill List

To approve the payment of the September 2018 bills in the total amount of \$897,360.08 for all funds.

3. Approve Budget Transfers

To approve budget transfers for August 2018 in the amount of \$31,885.

4. Approve Staff Travel

To approve the following staff travel:

- Margaret Sheneman to attend the NJ School Music Association workshop, in Mountain Lakes, NJ on October 8, 2018. The cost of the workshop is \$90 and mileage reimbursement not to exceed \$20.
- Courtney Pignataro to attend a workshop “Working with Emerging Bilinguals:

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

September 24, 2018

Page 5

Block Motion – Finance - continued

Foundational Skills” in Hackettstown, NJ on October 8, 2018. The cost for the workshop is \$90.

- Erika Puskas to attend the NJ Council for Social Studies Annual Conference in Piscataway, NJ on October 22, 2018. The cost of the conference is \$80 and mileage reimbursement not to exceed \$32.
- Harry Garlick to attend a mold remediation training in Pennsauken, NJ on October 9-10, 2018. The cost of the training is \$450 and mileage reimbursement not to exceed \$100.

5. Approve a Tuition Contract with Shepard School

To approve a tuition contract agreement for one student (ID#4389886258) to attend Shepard School for the 2018-2019 school year for a tuition rate of \$65,135.40 and the additional cost for the extraordinary services of \$23,445.96.

6. Approve a Contract with Dr. Lee Monday, Clinical Psychologist

To approve an agreement with Dr. Lee Monday to perform psychological evaluations at the cost of \$250 per evaluation.

7. Approve a Budget Calendar

To approve a budget calendar for the 2019-2020 budget cycle.

CURRICULUM

Block Motion – Curriculum

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

1. Approve a Field Trip

To approve a field trip for approximately 31 grade 6 students to Medieval Times, Lyndhurst, NJ on May 23, 2019. The cost per student is \$37.

2. Approve a Field Trip

To approve a field trip for approximately 22 grade 1 students to Mrs. Laubach’s Pumpkin Patch, Phillipsburg, NJ on October 5, 2018.

3. Approve After School GEM Activities

To approve the following GEM Activities for the 2018-2019 school year. There is no cost per student and parents provide transportation.

- WCCSE - Mindnastics Grade 4 Evangelical Free Church, Blairstown, NJ Nov. 1, 2018
- WCCSE - Battle of the Minds Grade 5&6 Harmony Township School, Phillipsburg, NJ Nov. 14, 2018
- WCCSE - Battle of the Minds Grade 7&8 Warren Hills Middle School, Washington, NJ Nov. 20, 2018

BUILDINGS & GROUNDS

Block Motion – Buildings & Grounds

A motion was made by Mrs. Sroka and seconded by Ms. Lee to approve the following agenda items #1 through #4. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 2 (Mrs. Sroka motion #4 only and Mrs. Nikolopoulos motion #3 only).

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

September 24, 2018

Page 6

Block Motion – Buildings & Grounds - continued

1. Approve a Snow Removal Contractor for the 2018-2019 School Year

To approve Shoemaker & Lynch, Inc. for snow removal for the 2018-2019 school year at the following rates:

Salting	\$120.00 per hour
Salt per ton	\$135.00
Plowing	\$120.00 per hour

2. Appoint Emergency Service Providers for the 2018-2019 School Year

To appoint the following emergency service providers to repair and maintain specific equipment and systems in the school building for the 2018-2019 school year:

Technology Services	EMC2, LLC
Electrical	Preferred Electrical Kope Electric Shade Tree Electric
Slate Roof	J. Wilson Enterprises
Air Conditioning Units	Elliot Lewis Corporation
Heating System Controls	ATC Service / Johnson Controls
Plumbing	Hobbie Heat & Power, Inc. All American Plumbing Inscho Plumbing and Heating Iron Mountain Mechanical
Flatt Rubber Roof Systems	Strober & Sons, LLC Barrett Roofing Inc.

3. Approve an Eagle Scout Project

To approve Eagle Scout Vasilios Nikolopoulos to build a greenhouse in the courtyard of the school for his Eagle Scout Project.

4. Approve a Use of Facility Request

To approve a request from the WTYAA for use of the gymnasium for basketball practice and games October 15, 2018 – March 31, 2019.

PUBLIC RELATIONS

Ms. Lee noted there has been good feedback in response to more up-to-date information on the website and Facebook. Ms. Lee further reported that Mr. Quinn will be the October White Spotlight and that the group is considering input and criteria for a student recognition initiative.

BHS BOARD MEMBER

Mrs. Williams noted she attended the Belvidere Board of Education meeting and that most of the discussion centered around reduction in freshman sports.

SHARED SERVICES LIAISON COMMITTEE

Mr. Boehm noted that he would like to get the Committee together in October.

OLD BUSINESS

None

NEW BUSINESS

Mr. Panetta noted that it would be nice to get the Board and Faculty together for a holiday celebration and, if there is interest, he will investigate potential venues.

WHITE TOWNSHIP BOARD OF EDUCATION
Regular Session Minutes
September 24, 2018
Page 7

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to acknowledge receipt of 4 HIB investigations, none deemed HIB incidents since last meeting. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Fiorentino expressed concern regarding policy #5561 which discusses restraining students and the use of a seclusion room. Mr. Thompson noted that, while the policy contains boiler plate language that speaks to a seclusion room, there will be no seclusion room at the school. Mr. Thompson reminded the group that policies are in place to assure appropriate staff training and parent notification.

Mr. Fiorentino asked if the district discriminates against students with special needs. Ms. Lee noted that nobody wants to restrain a student but there are emergency instances where it may be necessary, and we want to have policy in place and staff appropriately trained in case such an incident occurs.

Mrs. Fiorentino asked about the motion to approve Dr. Monday for evaluations. Mr. Thompson noted that the vendor would be in place to determine if it's safe for a student to return to school.

ADJOURNMENT

A motion was made by Mrs. Lensi and seconded by Ms. Lee to adjourn the meeting at 7:49 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary