

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

JULY 22, 2019

6:30 PM

The Regular Meeting of the White Township Board of Education was held on the above date in the White Township Municipal Building, Belvidere, NJ with the following members in attendance at roll call: Mr. Panetta, Ms. Nusser-Meany, Ms. Howell, Mrs. Williams, Mrs. Nikolopoulos and Ms. Lee. William Thompson, CSA and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as one member of the public. Mrs. Sroka and Mrs. Smith were unable to attend.

Mr. Panetta opened the meeting at 6:30 p.m. and stated that the meeting had been duly advertised and the public properly notified through notification to The Express-Times, Star Ledger and the White Township Municipal Clerk in accordance with the Open Public Meetings Act.

Mrs. Lensi arrived at 6:40 p.m.

CSA REPORT

Mr. Thompson updated the Board on the status of the capital projects, the summer math curriculum writing, and noted that a summer mailing will be going to families the first week of August with bus times and homeroom teacher information. Mr. Thompson discussed 2019-2020 initiatives including RTI, small class sizes, Chromebooks, and handbook revisions to address cell phones and the dress code. Mr. Thompson discussed the creation of an Ad-Hoc Committee of the Board to work on strategic planning for the district. Mr. Thompson recognized out-going Board Member, Michele Lee, and thanked her for her service to the school community.

APPROVE MEETING MINUTES

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to approve the minutes as submitted from the June 24, 2019 Regular Session Meeting and Executive Sessions #1 and #2. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

None

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #6 and the additional items #7 through #11. Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Ms. Lee – yes and Mr. Panetta – yes.

1. Approve Summer Hours for IT Support

To approve Dawn Werkheiser for summer IT support at \$20/hour, not to exceed 100 hours.

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Block Motion – Personnel - continued

2. Approve an Extra-Curricular Activity Position

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

Anthony Marinelli	Webmaster (Head)	Year 4	\$2,410*
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***Salary remains at the 2018-2019 rate until settlement of the WTEA contract agreement.**

3. Approve a Teacher in Charge

To approve Gary Hutchison as Teacher in Charge at the stipend amount of \$6,000 for the 2019-2020 school year.

4. Approve Grade 8 Advisors

To approve Deirdre Mulligan and Tadgh LaBar as Grade 8 Advisors at the stipend amount of \$1,200 each for the 2019-2020 school year.

5. Approve Kindergarten Summer Orientation Program

To approve the Kindergarten Orientation program for 2 days, August 26-27, 2019, at a cost for the staff as follows:

Cathleen Gerhardt	\$45.47/hour* – not to exceed 8 hours
Krista Schaarschmidt	\$45.47/hour* – not to exceed 8 hours

***Salary remains at the 2018-2019 rate until settlement of the WTEA contract agreement.**

6. Accept a Resignation

To accept a letter of resignation from Debra Biggs, effective July 1, 2019, for the purpose of retirement.

7. Approve a General Secretary

To accept the recommendation of the CSA to approve Kathryn Cavitch as a part-time general secretary for 25 hours per week at \$17/hour, beginning July 24, 2019.

8. Approve an Unpaid Leave of Absence

To approve a request from Stephanie Bolen for an unpaid leave of absence for the 2019-2020 school year.

9. Approve a Substitute Custodian

To accept the recommendation of the CSA to approve Jedediah Apgar as a substitute custodian for the 2019-2020 school year.

10. Approve Additional ESY Staff

To accept the recommendation of the CSA to approve the following additional staff for the ESY program as follows:

Justine Mahon Nurse \$42.92/hour* - not to exceed 3.5 hours/day

***Salary remains at the 2018-2019 rate until settlement of the WTEA contract agreement.**

11. Approve a Sub Nurse Rate for ESY 2019

To approve a sub nurse rate of \$135/day for the 2019 ESY program.

TRANSPORTATION

Ms. Howell noted the Committee discussed the search for a part-time general secretary, safety patrol recommendations for the upcoming school year, and management of requests for bus stop changes.

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POLICY

Ms. Lee noted the Committee discussed revisions to the current attendance policy and regulation, as well as the cell phone policy, and an acceptable use policy for Chromebooks.

Block Motion – Policy

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #2. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve a First Reading of Regulation #5200 - Attendance

To approve a first reading of regulation #5200 – Attendance

2. Approve a Principal Waiver Form for the 2019-2020 school year

To approve a request for a waiver from the requirements of a full-time, non-teaching Principal for the 2019-2020 school year at the White Township Consolidated School.

FINANCE

Block Motion – Finance

A motion was made by Mrs. Lensi and seconded by Ms. Lee to approve the following agenda items #1 through #11. Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell –yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Ms. Lee – yes and Mr. Panetta – yes.

1. Approve Final June 2019 Bill List

To approve the final June 2019 Bills List in the total amount of \$208,095.51 for expenditures from June 25 through June 30, 2019 for all funds.

2. Approve July 2019 Bills List

To approve the payment of the July 2019 bills in the total amount of \$182,533.53 for all funds.

3. Approve June 2019 Cafeteria Bills

To approve the payment of the June 2019 cafeteria bills in the amount of \$1,775.96.

4. Approve Budget Transfers

To approve budget transfers for June 2019 in the amount of \$15,687.70.

5. Approve Submission of the FY 2020 IDEA Consolidated Grant Application and Accept the Grant Award

To approve submission of the FY2020 IDEA consolidated grant application and accept the grant award as follows:

IDEA Basic	\$ 91,036	OOD Tuition
IDEA Preschool	\$ 5,189	Preschool Para Salary/Benefits – Paraprofessional (.62 FTE)

6. Approve ESEA grant submission

To approve submission of the FY 2020 ESEA Consolidated Grant as follows:

Title 1-Part A

100-100 Teacher Salary – A. Walsh	\$42,761	(FTE .49)
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Block Motion – Finance - continued

200-200 Teacher Benefits	\$14,966
<u>Title II – Part A</u>	
200-300 Professional Dev Consultants	\$ 9,933
Total Grant	\$67,660

7. Approve a Tuition Contract with Celebrate the Children

To approve a tuition contract with Celebrate the Children for one student (ID#9132106692) to attend the program for a tuition cost of \$73,179 and the cost of the personal aide of \$27,000 for the 2019-2020 school year.

8. Approve a Tuition Contract with Celebrate the Children

To approve a tuition contract with Celebrate the Children for one student (ID#8737801050) to attend the program for a tuition cost of \$71,500 and the cost of the personal aide of \$27,000 for the 2019-2020 school year.

9. Approve a Request to Provide Services with the Commission for the Blind and Visually Impaired

To approve a request to provide services contract with the Commission for the Blind and Visually Impaired for one student (ID#6003449155) for Education Level 1 services for the 2019-2020 school year at a cost of \$1,900.

10. Approve a Request to Provide Services with the Commission for the Blind and Visually Impaired

To approve a request to provide services contract with the Commission for the Blind and Visually Impaired for one student (ID#6419827301) for Education Level 1 services for the 2019-2020 school year at a cost of \$1,900.

11. Approve Staff Travel

To approve the following staff travel:

- Ingrid Scott to a workshop “Google Docs & Apps Administrative Assistant” on August 2 and 9, 2019 in Bridgewater, NJ. The cost of the workshop is \$300 and mileage reimbursement not to exceed \$25.

CURRICULUM

Ms. Lee noted the Committee discussed the Chromebook Initiative, implementation of the master schedule, summer math curriculum revisions, development of benchmark assessments and grading for world language.

Block Motion – Curriculum

A motion was made by Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #2. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve Staff for Curriculum Writing

To approve Alison Walsh, Cathleen Gerhardt, Katherine Williams and Michele Laubach for writing curriculum for grades K-8 math.

2. Approve 8th Grade Fundraisers

To approve the following 8th grade fundraisers for the 2019-2020 school year:

- Aunt Annie’s Pretzels/Cinnabon

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Block Motion – Curriculum - continued

- Bake Sales
- Birthday Wall
- Box of Candy Sale
- Candy Sale (Chocolates on Broadway and/or Gertrude Hawk)
- Car Wash
- Children’s Activities during Conferences, Back to School Night, etc.
- Dances (held at school and organized by 8th grade parents for different grade levels throughout the school year)
- Family Diner Night (Earning Proceeds from local diners at specific times)
- Food Truck Festival
- Joe Corbi Pizza
- Krispy Kreme Donut Sale
- Lawn Signs
- Mum / Poinsettia / Easter Flower Sale
- Roadside Clean Up
- Sub/Hoagie Sale
- Test Drive Rally
- Yankee Candle Sale/Blue Mountain Candle

BUILDINGS & GROUNDS

Mrs. Nikolopoulos noted that the flooring projects are both coming along nicely, and on schedule, and work on the LENS system will begin next week.

PUBLIC RELATIONS

Mrs. Lensi noted the Committee discussed the following: appropriate ways to recognize various individuals for their service, a student-of-the-month initiative for the upcoming school year, and revisions to our website.

BHS BOARD MEMBER

No update.

SHARED SERVICES LIAISON COMMITTEE

No update.

OLD BUSINESS

The Board interviewed Timothy Havlusch, who expressed an interest in filling the vacancy on the Board from August through December 2019.

EXECUTIVE SESSION

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to convene to Executive Session at 7:34 p.m. to discuss a candidate for the Board vacancy. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

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Be it resolved by the White Township Board of Education that it shall meet in closed session this evening to discuss a candidate for the Board vacancy.

The board will publicly disclose information pertaining to the topics discussed as soon thereafter and once the reasons for non-disclosure no longer exist.

The topics to be discussed are within the exemptions that are permitted to be discussed in private session pursuant to P.L. 1975c chapter 321.

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to adjourn the Executive Session at 7:38 p.m. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to appoint Timothy Havlusch to fill the vacant seat on the Board of Education from August – December 2019. Motion carried as follows: Mrs. Nusser-Meany – abstain, Ms. Howell – abstain, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos –yes, Ms. Lee – yes and Mr. Panetta – yes.

ELECTION OF VICE PRESIDENT

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to open the nominations for Vice President. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Mrs. Lensi nominated Colleen Williams.

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to close the nominations for Vice President. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to elect Colleen Williams as the Vice President of the White Township Board of Education for the remainder of the 2019 year. Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell –yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Ms. Lee – yes and Mr. Panetta – yes.

NEW BUSINESS

Mr. Panetta thanked Ms. Lee for everything she’s done for the school community during her time on the Board of Education.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to acknowledge receipt of no HIB investigations deemed HIB incidents since last meeting. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Mrs. Lensi and seconded by Mrs. Williams to adjourn the meeting at 7:44 p.m. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary