

**WHITE TOWNSHIP BOARD OF EDUCATION**

**REGULAR SESSION MEETING**

**MINUTES**

**MONDAY**

**APRIL 26, 2021**

**6:30 PM**

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

Mr. Panetta opened the meeting at 6:38 p.m. and stated that in accordance with the State’s Sunshine Law, adequate notice of this meeting was provided and that copies of this notice, along with a meeting agenda, have been placed in the Board Office, posted on the District website, and sent to the Township Clerk, in accordance with the Open Public Meetings Act.

**PUBLIC BUDGET HEARING**

Mr. Thompson and Mrs. Huff provided an overview of the 2021-2022 school budget. Mrs. Huff reviewed anticipated enrollments for next school year and detailed revenue sources and needed expenditures. Mrs. Huff noted that the Board worked hard to present a responsible budget with a proposed operating budget decreasing about \$140,000, but, due in large part to the loss of state aid revenue, the tax levy will increase 3%. The district will exceed the 2% tax levy with the use of banked cap. Mrs. Huff noted that banked cap is an allowable exception to the 2% cap for districts that haven’t increased taxes in previous years. Mrs. Huff noted that a 3% increase equates to a 4 cent increase, per \$100 of assessed valuation, for a homeowner in the Township. For a homeowner with a home assessed at \$259,471, the average assessed value in the Township, this would mean a tax increase of \$104 per year. The Board thanked Mr. Thompson and Mrs. Huff for their work to put together and present this budget.

**APPROVE THE 2021-2022 SCHOOL YEAR BUDGET**

A motion was made by Mrs. Lensi and seconded by Mr. Murray to approve the budget for the 2021-2022 school year. This budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. This budget proposes use of \$74,832 in banked cap in the 2021-2022 base budget, and the need for the funds will be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time.

Expenditures

|                           |                     |
|---------------------------|---------------------|
| General Current Expense   | \$ 9,094,910        |
| Capital Outlay            | \$ 7,105            |
| Charter School            | \$ 81,662           |
| Special Revenue Fund      | \$ 115,000          |
| <b>TOTAL EXPENDITURES</b> | <b>\$ 9,298,677</b> |

Revenue

|                             |                     |
|-----------------------------|---------------------|
| General Fund                |                     |
| Budgeted Fund Balance       | \$ 295,371          |
| Withdrawal from Tuition Res | \$ 125,000          |
| Local Tax Levy              | \$ 7,707,779        |
| Misc. Revenue               | \$ 41,000           |
| State Aid                   | \$ 1,014,527        |
| Special Revenue Fund        |                     |
| Federal Aid                 | \$ 115,000          |
| <b>TOTAL REVENUE</b>        | <b>\$ 9,298,677</b> |

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### Approve the 2021-2022 School Budget - continued

As per N.J.A.C. 6A:23 A-7.3(a), the budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2021-2022 budget includes a maximum travel appropriation of \$7,000. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded. Motion carried as follows: Mr. Havlusch – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mr. Murray – yes, Mrs. Lensi – yes, Ms. Nusser-Meany – yes, and Mr. Panetta – yes.

### CSA REPORT

Mr. Thompson recognized our April “Student of the Month” and presented her with a certificate. Mr. Thompson noted that the newly installed playground has been inspected by our Insurance carrier and as soon as we receive written confirmation that it passed, we will have a ribbon cutting ceremony and allow the students access to the new equipment. Mr. Thompson discussed plans for an on-site 8<sup>th</sup> grade commencement, an 8<sup>th</sup> grade year-end trip, a Summer Academy program, and upcoming Teacher Appreciation Week.

### OPEN PUBLIC COMMENT

None

### APPROVE MEETING MINUTES

A motion was made by Mrs. Lensi and seconded by Mr. Murray to approve the minutes as submitted from the March 22, 2021 Regular Session Meeting. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

### CORRESPONDENCE & ANNOUNCEMENTS

None

### COMMITTEE REPORTS

#### PERSONNEL

Mr. Panetta noted that the Committee met and discussed staff recommended for renewal for the 2021-2022 school year, continuation of the shared agreements for IT Support and Business Administrator services, postings for teacher and custodial openings, and ESY and Summer Academy staffing needs.

#### Block Motion – Personnel

A motion was made by Mrs. Lensi and seconded by Mr. Murray to approve the following agenda items #1 through #3. Motion carried as follows: Mr. Havlusch – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mr. Murray – yes, Mrs. Lensi – yes, Ms. Nusser-Meany – yes, and Mr. Panetta – yes.

#### 1. Renewal of Tenured Staff

To approve letters of intent to hire the following Instructional Tenured Staff Members for the 2021-2022 School Year, as recommended by the CSA:

| Staff Member      | Degree | Step | FTE  | Salary   |
|-------------------|--------|------|------|----------|
| Baker, Cassandra  | BA+15  | 9    | 1.00 | \$62,865 |
| Bellfy, Sherry    | BA+15  | 24   | 1.00 | \$78,645 |
| Bolen, Stephanie  | MA     | 12   | 1.00 | \$70,325 |
| DeCesare, Anthony | BA+15  | 21   | 1.00 | \$75,100 |

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### Block Motion – Personnel - continued

|                       |       |    |      |          |
|-----------------------|-------|----|------|----------|
| Dionne, Rebecca       | MA    | 9  | 1.00 | \$66,865 |
| Evans, Allyson        | MA    | 17 | 1.00 | \$75,575 |
| Fraunfelter, Eric     | MA+30 | 27 | 1.00 | \$90,210 |
| Garvey, Crystal       | MA    | 18 | 1.00 | \$75,575 |
| Gerkhardt, Cathleen   | BA    | 13 | 1.00 | \$66,070 |
| Grater, Kelly         | MA+30 | 32 | 1.00 | \$91,550 |
| Hawk, Erik            | MA+30 | 21 | 1.00 | \$83,100 |
| Hutchison, Gary       | MA+30 | 26 | 1.00 | \$88,425 |
| Kline, Melinda        | MA    | 8  | .40  | \$26,746 |
| LaBar, Tadgh          | MA+15 | 20 | 1.00 | \$79,335 |
| Laubach, Michele      | BA    | 20 | 1.00 | \$71,335 |
| Marinelli, Anthony    | MA+15 | 8  | 1.00 | \$68,865 |
| Mulligan, Deirdre     | MA+15 | 20 | 1.00 | \$79,335 |
| Pearson, Kenna        | BA    | 17 | 1.00 | \$69,575 |
| Puskas, Erika         | MA+30 | 12 | 1.00 | \$74,325 |
| Quinn, Stephanie      | MA+30 | 28 | 1.00 | \$91,550 |
| Rosano, Lisa          | MA    | 16 | 1.00 | \$73,820 |
| Schaarschmidt, Krista | BA    | 13 | 1.00 | \$66,070 |
| Sheneman, Margaret    | MA+30 | 14 | 1.00 | \$76,070 |
| Sissick, Bernadette   | BA+15 | 10 | 1.00 | \$64,590 |
| Skirbst, Henry        | MA+15 | 28 | 1.00 | \$89,550 |
| Stumpe, Amy           | MA+15 | 14 | 1.00 | \$74,070 |
| Walsh, Alison         | MA    | 35 | 1.00 | \$87,550 |
| Werkheiser, Dawn      | MA+30 | 26 | 1.00 | \$88,425 |
| Wheatley, Nancy       | MA+30 | 17 | 1.00 | \$79,575 |
| Williams, Katherine   | BA    | 13 | 1.00 | \$66,070 |

### 2. Renewal of Staff Attaining Tenure

To renew the following staff member, that will attain tenure the first day of the 2021-2022 school year, and offer him a contract for the 2021-2022 school year, as recommended by the CSA:

| Staff Member   | Degree | Step | FTE  | Salary   |
|----------------|--------|------|------|----------|
| Quinn, Stewart | BA+15  | 5    | 1.00 | \$59,440 |

### 3. Renewal of Non-Tenured Teaching Staff for the 2021-2022 school year

To renew the following non-tenured teaching staff for the 2021-2022 school year, as recommended by the CSA:

| Staff Member     | Degree | Step | FTE  | Salary   |
|------------------|--------|------|------|----------|
| Barofski, Kelsey | BA     | 4    | 1.00 | \$55,735 |
| Mahon, Justine   | BA+30  | 5    | 1.00 | \$61,440 |
| Smith, Alexis    | BA     | 3    | 1.00 | \$54,040 |

## CURRICULUM

### Motion – Curriculum

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

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### Motion – Curriculum - continued

1. Approve the 2021-2022 School Calendar

To approve the 2021-2022 school calendar.

### OPERATIONS

Mr. Murray noted that the Committee met and discussed the 2021-2022 budget, childcare options for the 2021-2022 school year, waiver of the final parent preschool tuition payment for this year (due to the number of virtual days), and the use of facility request for the Farmer's Market.

### Block Motion – Operations

A motion was made by Mrs. Lensi and seconded by Mrs. Sroka to approve the following agenda items #1 through #8. Motion carried as follows: Mr. Havlusch – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mr. Murray – yes, Mrs. Lensi – yes, Ms. Nusser-Meany – yes, and Mr. Panetta – yes.

1. Approve March 2021 Board Secretary's Report and Treasurer's Report

To approve, on the recommendation of the CSA, the acceptance of the monthly financial reports of the Board Secretary for the month of March 2021 and further that, in compliance with N.J.A.C. 6A:23A-16-10(c)4, the Board of Education certifies that as of March 31, 2021, after review of the secretary's monthly financial report and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16-10(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. As required by N.J.A.C. 6A:23A-16-10(c) 3, I, Dawn Huff, Board Secretary, hereby certify that no line account has been over expended as of March 31, 2021.

2. Approve April 2021 Bill List

To approve the payment of the April 2021 bills in the total amount of \$785,087.47 for all funds.

3. Approve Budget Transfers

To approve budget transfers for March 2021 in the amount of \$80,494.52.

4. Approve an Amendment to the Agreement with Delta Dental of New Jersey

To approve an amendment to the agreement with Delta Dental of New Jersey to agree that in accordance with Article VI, Section 3, the contract is hereby amended effective July 1, 2021 to read:

|                      |                           |
|----------------------|---------------------------|
| Coverage – One Party | Monthly Charge - \$ 46.64 |
| Coverage – Family    | Monthly Charge - \$129.39 |

These rates shall be guaranteed from July 1, 2021 through June 30, 2023.

5. Approve Submission of the 2020 Safety Grant Application

To approve the submission of the New Jersey Schools Insurance Group 2021 Safety Grant Application in the amount of \$2,000 to supplement the cost of upgrades to the current safety and security systems.

6. Approve a Use of Facility Request

To approve a request from the White Township PTO for use of the parking lot Sundays, June 6 – September 26, 2021 for the Warren County Farmers Market.

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#### **Block Motion – Operations - continued**

7. Approve a Tuition Contract with Limitless

To approve a tuition contract with Limitless for one student (ID#8737801050) for ESY 2021 program, for a tuition cost of \$5,645 and the cost of the personal aide \$2,300, for a total program cost of \$7,945.

8. Approve Home Instruction/Tutoring Hours

To approve Huntington Learning Center of Ledgewood, New Jersey to provide home instruction/tutoring hours to one student (SID#4552810184) not to exceed 110 hours at the rate of \$70/hour.

#### **GOVERNANCE**

Mr. Murray noted the Committee is discussing a hybrid meeting format post pandemic and reviewing policy to govern how this might work.

#### **Block Motion – Governance**

A motion was made by Mrs. Sroka and seconded by Mrs. Lensi to approve the following agenda items #1 through #14. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve a Second Reading of Policy #0145 – Board Member Resignation and Removal

To approve a second reading of policy #0145 – Board Member Resignation and Removal

2. Approve a Second Reading of Policy #0164.6 – Remote Public Board Meetings During a Declared Emergency

To approve a second reading of policy #0164.6 - Remote Public Board Meetings During a Declared Emergency

3. Approve a Second Reading of Regulation #1642 – Earned Sick Leave Law

To approve a second reading of regulation #1642 - Earned Sick Leave Law

4. Approve a Second Reading of Policy #1643 – Family Leave

To approve a second reading of policy #1643 – Family Leave

5. Approve a Second Reading of Policy & Regulation #5330.01 – Administration of Medical Cannabis

To approve the second reading of policy & regulation #5330.01 – Administration of Medical Cannabis

6. Approve a Second Reading of Policy & Regulation #7425 – Lead Testing of Water in Schools

To approve the second reading of policy & regulation #7425 – Lead Testing of Water in Schools

7. Approve a Second Reading of Policy #2415 – Every Student Succeeds Act

To approve a second reading of policy #2415 - Every Student Succeeds Act

8. Approve a Second Reading of Policy #2415.02 – Title I – Fiscal Responsibilities

To approve a second reading of policy #2415.02 – Title I – Fiscal Responsibilities

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**Block Motion – Governance - continued**

9. Approve a Second Reading of Policy #2415.05 – Student Surveys, Analysis, and/or Evaluations

To approve a second reading of policy #2415.05 – Student Surveys, Analysis, and/or Evaluations

10. Approve a Second Reading of Policy & Regulation #2415.20 – Every Student Succeeds Act Complaints

To approve the second reading of policy & regulation #2415.20 – Every Student Succeeds Act Complaints

11. Approve a Second Reading of Policy #4125 – Employment of Support Staff Members

To approve a second reading of policy #4125 – Employment of Support Staff Members

12. Approve a Second Reading of Policy #6360 – Political Contributions

To approve a second reading of policy #6360 – Political Contributions

13. Approve a Second Reading of Policy #8330 – Student Records

To approve a second reading of policy #8330 – Student Records

14. Approve a Second Reading of Policy #9713 – Recruitment by Special Interest Groups

To approve a second reading of policy #9713 – Recruitment by Special Interest Groups

**BHS BOARD MEMBER**

No updates.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ACKNOWLEDGE RECEIPT OF HIB INCIDENTS**

A motion was made by Mrs. Lensi and seconded by Mr. Murray 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 Murray to adjourn the meeting at 7:25 p.m. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff  
Business Administrator/Board Secretary