

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

OCTOBER 26, 2020

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 with the following members in attendance at roll call: Ms. Nusser-Meany, Ms. Howell, Mrs. Sroka, Mr. Murray, Mrs. Lensi, Mr. Havlusch, Mrs. Smith, Mrs. Williams, and Mr. Panetta. William Thompson, CSA and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 9 members of the public.

Mr. Panetta opened the meeting at 6:34 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.

CSA REPORT

Mr. Thompson recognized our September and October “Students of the Month” and presented them with certificates. Mr. Thompson reported on the success of the free lunch program, provided an update on Strategic Planning, discussed plans to work with the PTO to upgrade the playground, and reviewed upcoming dates and activities including: Candy Bar Elections, Halloween Activities, school closings, Specials Rotation #3, and early dismissal/teacher conferences.

OPEN PUBLIC COMMENT

None.

Mrs. Smith felt that her comments at last month’s meeting were not properly recorded in the draft minutes. The minutes will be tabled until clarification on the language is provided to Mrs. Huff.

APPROVE MEETING MINUTES

~~A motion was made by _____ and seconded by _____ to approve the minutes as submitted from the September 28, 2020 Regular Session Meeting.~~

CORRESPONDENCE & ANNOUNCEMENTS

None

COMMITTEE REPORTS

PERSONNEL

No updates

CURRICULUM

Ms. Nusser-Meany noted the Committee discussed fundraising for the Washington DC trip, Jumpstart Clubs and Co-Curriculars, COVID-19’s impact on curriculum, personalized learning, and the use of Link-It for assessing student progress.

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Block Motion – Curriculum

A motion was made by Mrs. Sroka and seconded by Mr. Murray to approve the following agenda items #1 through #3. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

1. Approve 8th Grade Fundraisers

To approve the following 8th grade fundraisers for the 2020-2021 school year:

- Mum Sale
- Birthday Wall
- Sub Sale
- Bake Sale
- Gertrude Hawk Candy Sale
- Yankee Candle/Blue Mountain
- Dances
- Krispy Kreme Donut Sale
- Roadside Clean Up
- Box of Candy Sale
- Family Diner Night
- Lawn Signs
- Car Wash
- Children’s Activities during Conferences
- Joe Corbi Pizza
- Food Truck Festival
- Test Drive Rally
- Boon Supply

2. Approve the Mentoring Plan

To approve the Mentoring Plan for the 2020-2021 school year.

3. Approve the Professional Development Plan

To approve the Professional Development Plan for the 2020-2021 school year.

OPERATIONS

Mrs. Sroka noted the Committee discussed securing grant money to do an LED light project, updates to the Long Range Facility Plan, the intricacies of devising guidelines for use of the facility by WTYAA and other groups during a pandemic, and the recent well chlorination. Mrs. Sroka also reviewed ongoing efforts to assure proper relative humidity levels in the building including the use of dehumidifiers, custodial training, and testing of humidity levels.

Block Motion – Operations

A motion was made by Mrs. Lensi and seconded by Ms. Howell to approve the following agenda items #1 through #12. Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mr. Murray – yes, Mrs. Lensi – yes, Mr. Havlusch – yes, Mrs. Smith – yes, Mrs. Williams – yes and Mr. Panetta – yes.

1. Approve September 2020 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 September 2020 and further that, in compliance with N.J.A.C. 6A:23A- 16-10(c)4, the Board of Education certifies that as of September 30, 2020,

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Block Motion – Operations - continued

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 September 30, 2020.

2. Approve October 2020 Bill List

To approve the payment of the October 2020 bills in the total amount of \$799,213.31 for all funds.

3. Approve Budget Transfers

To approve budget transfers for September 2020 in the amount of \$34,623.19.

4. Approve Submission of the 2020 CARES Emergency Relief Fund Grant Application and Accept the Grant Award

To approve submission of the 2020 CARES Emergency Relief Fund grant application for the 2020-2021 school year and accept the grant award as follows:

Instructional Program Support	\$ 8,000
Technology	\$20,000
Supplies to Sanitize & Clean	<u>\$10,378</u>
TOTAL	<u>\$38,378</u>

5. Accept the Coronavirus Relief Fund Grant Allocation

To accept the Coronavirus Relief Fund Grant allocation in the amount of \$17,252.

6. Approve the Comprehensive Maintenance Plan and M1 Form

To approve submission of the 2020-2021 Comprehensive Maintenance Plan and the accompanying M1 Form.

7. Approve an update to the District Five-Year Long Range Facility Plan (LRFP)

To approve an update to the district five-year LRFP to include the following 2020-2025 anticipated capital improvements/projects:

20-21 LRFP Amend Remove flooring in Art Room - Replace w/VC tile	\$ 7,500
20-21 LRFP Amend Hallway Painting	\$ 20,000
20-21 LRFP Amend Generator Upgrades	\$ 15,000
20-21 LRFP Ament Replace flooring in 5 classrooms (1931 section)	\$ 25,000
20-21 LRFP Amend Remove Carpet/Redesign Media Center	\$ 40,000
20-21 LRFP Amend Replace Heating DDC controls	\$ 20,000
20-21 LRFP Amend Add Playground Equipment	\$ 15,000
20-21 LRFP Amend Security Upgrades	\$ 20,000
21-22 LRFP Amend Replace roof 1999 addition (gym & stage sec.) Proj. A	\$375,000
21-22 LRFP Amend Remove Asbestos tile in 4 classrooms (1973 wing)	\$ 75,000
21-22 LRFP Amend Remove Asbestos pipe covering in 1956 bathroom	\$ 25,000
21-22 LRFP Amend Remodel 1956 student bathrooms	\$ 50,000
21-22 LRFP Amend Replace drop ceiling in 1956 & 1973 hallway	\$ 25,000
21-22 LRFP Amend Replace Light Fixtures in 1956 & 1973 classrooms	\$ 20,000
21-22 LRFP Amend Security Upgrades	\$ 20,000

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Block Motion – Operations - continued

22-23	LRFP Amend	Resurface Parking Area on Route 519 side	\$ 40,000
22-23	LRFP Amend	Replace 1999 addition roof (less gym & stage sec.) Proj. B	\$750,000
22-23	LRFP Amend	Install drop ceiling in Cafeteria; ceiling heat & ductwork	\$ 25,000
22-23	LRFP Amend	Upgrade 1931 Boys' & Girls' Bathrooms	\$ 50,000
22-23	LRFP Amend	Replace Tractor	\$ 25,000
22-23	LRFP Amend	Security Upgrades	\$ 20,000
23-24	LRFP Amend	Refurbish Track	\$ 20,000
23-24	LRFP Amend	Replace well pump	\$ 10,000
23-24	LRFP Amend	Upgrade 1973 Boys' & Girls' Bathrooms	\$ 50,000
23-24	LRFP Amend	Install Lift – Grand Stairwell	\$ 20,000
23-24	LRFP Amend	Security Upgrades	\$ 20,000
23-24	LRFP Amend	Install Lockers	\$ 10,000
24-25	LRFP Amend	Refinish hallway floor & install VC tile- 1931 building	\$ 30,000
24-25	LRFP Amend	Security Upgrades	\$ 20,000
TOTAL:			\$ 1,842,500

8. Approve the Maximum Capital Reserve Account Amount

To approve the maximum Capital Reserve amount of \$1,842,500 based on an October 26, 2020 analysis of the District's five-year Long Range Facility Plan project listing as amended. White Township Board of Education has identified 29 projects in the amended five-year Long Range Facility Plan that have an estimated local cost of \$1,842,500. The maximum Capital Reserve amount of \$1,842,500 is equal to the current estimated local share of the projects. The White Township Board of Education Capital Reserve account balance is \$693,735 as of October 26, 2020.

9. Approve a Resolution to Continue Participation in the NJSIG (New Jersey Schools Insurance Group)

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund 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 Township Board of Education, herein after referred to as the "Educational Institution," has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.

NOW THEREFORE, BE IT RESOLVED, THAT:

- 1) This agreement is made by and between NJSIG and the Educational Institution;

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Block Motion – Operations - continued

- 2) The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2020, and ending July 1, 2023 at 12:01 a.m.;
- 3) In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
- 4) The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
- 5) NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1, et seq. and such other statutes and regulations as may be applicable;
- 6) By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
- 7) The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
- 8) The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
- 9) The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
- 10) If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
- 11) The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation with NJSIG as is necessary to effectuate this resolution; and,
- 12) The Business Administrator is directed to send a certified copy of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

10. Approve a Tuition Contract with Oxford Township Board of Education

To approve a tuition contract for one student SID#5404077684 to attend Oxford Central School for the 2020-2021 school year at a tuition rate of \$20,405, and \$24,774 for extraordinary services.

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Block Motion – Operations - continued

11. Approve the School Bus Emergency Evacuation Drill Report

To approve the school bus emergency evacuation drill report for October 16, 2020.

12. Approve Submission of the School Security Grant Application and Accept the Grant Award

To approve submission of the School Security Grant application and accept the grant award in the amount of \$20,000 for security upgrades completed to assure compliance with Alyssa's Law.

GOVERNANCE

Block Motion – Governance

A motion was made by Mrs. Sroka and seconded by Mr. Murray to approve the following agenda items #1 through #14. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

1. Approve a First Reading of Policy #1620 – Administrative Employment Contracts

To approve a first reading of Policy #1620 – Administrative Employment Contracts

2. Approve a First Reading of Policy #2431 – Athletic Competition

To approve a first reading of Policy #2431 – Athletic Competition

3. Approve a First Reading of Regulation #2431-1 – Emergency Procedures for Sports and Other Athletic Activity

To approve a first reading of Regulation #2431-1 – Emergency Procedures for Sports and Other Athletic Activity

4. Approve a First Reading of Policy #2464 – Gifted and Talented Students

To approve a first reading of Policy #2464 – Gifted and Talented Students

5. Approve a First Reading of Policy & Regulation #5330.05 – Seizure Action Plan

To approve a first reading of Policy & Regulation #5330.05 – Seizure Action Plan

6. Approve a First Reading of Policy #6440 – Cooperative Purchasing

To approve a first reading of Policy #6440 – Cooperative Purchasing

7. Approve a First Reading of Policy & Regulation #6470.01 – Electronic Funds Transfer and Claimant Certification

To approve a first reading of Policy & Regulation #6470.01 – Electronic Funds Transfer and Claimant Certification

8. Approve a First Reading of Policy & Regulation #7440 – School District Security

To approve a first reading of Policy & Regulation #7440 – School District Security

9. Approve a First Reading of Policy #7450 – Property Inventory

To approve a first reading of Policy #7450 – Property Inventory

10. Approve a First Reading of Policy & Regulation #7510 – Use of School Facilities

To approve a first reading of Policy & Regulation #7510 – Use of School Facilities

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Block Motion – Governance - continued

11. Approve a First Reading of Policy #8420 – Emergency and Crisis Situations

To approve a first reading of Policy #8420 – Emergency and Crisis Situations

12. Approve a First Reading of Policy #8561 – Procurement Procedures for School Nutrition Programs

To approve a first reading of Policy #8561 – Procurement Procedures for School Nutrition Programs

13. Approve a First Reading of Policy #1648 – Restart and Recovery Plan

To approve a first reading of Policy #1648 – Restart and Recovery Plan

14. Approve Memorandum of Agreement with the New Jersey State Police

To approve the Memorandum of Agreement with the New Jersey State Police for the 2020-2021 school year.

BHS BOARD MEMBER

Mrs. Williams noted that Belvidere’s Administration is excited about the use of Link-It testing to pinpoint the needs of students. Mrs. Williams noted the assessment provides a lot of data the district can use to assess student needs. Mrs. Williams also reported that Belvidere had another positive COVID-19 case, so they switched the student schedules around so the affected group will not be attending in person classes this week. Mrs. Williams noted that Belvidere will proceed with the winter sports programs with possible restrictions on spectators.

OLD BUSINESS

Mr. Panetta noted that Association members have returned their Sick Day Bank donation forms, and 58 days have been donated. The Board agreed to move forward with administration of the Bank even though the Agreement indicates that 60 days are required.

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 – 9, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Gardella felt that extremely disruptive would be a better word to use, than distraction, to describe Mrs. Smith’s comments at the last meeting.

EXECUTIVE SESSION

A motion was made by Mrs. Lensi and seconded by Mr. Murray to convene to Executive Session at 7:27 p.m. to discuss the CSA contract. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

Be it resolved by the White Township Board of Education that it shall meet in closed session this evening to discuss the CSA contract.

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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. Lensi and seconded by Mrs. Williams to adjourn the Executive Session at 8:19 p.m. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

ADJOURNMENT

A motion was made by Mrs. Lensi and seconded by Mr. Murray to adjourn the meeting at 8:20 p.m. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary