

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

APRIL 25, 2022

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. The meeting was a hybrid meeting which allowed members of the public to participate in person or virtually. The following members of the Board were in attendance at roll call: Mr. Havlusch, Ms. Nusser-Meany, Mr. Panetta, Mrs. Gardella and Mrs. Vesper. Mr. Thompson, CSA and Mrs. Huff, Business Administrator were also in attendance as well as 6 members of the public. Mrs. Pinkerton, Mrs. Sroka, Mrs. Lensi, and Mr. Murray were unable to attend.

Mr. Panetta opened the meeting at 6:30 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

Mrs. Huff provided an overview of the 2022-2023 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 \$124,000, but, due in large part to the loss of state aid revenue, the tax levy will increase 2%. Mrs. Huff noted that a 2% increase equates to a 2.8 cent increase, per \$100 of assessed valuation, for a homeowner in the Township. For a homeowner with a home assessed at \$257,000, the average assessed value in the Township, this would mean a tax increase of \$72 per year. The Board thanked Mrs. Huff for her work to put together and present this budget.

**WHITE TOWNSHIP SCHOOL DISTRICT
2022-2023 SCHOOL BUDGET**

A motion was made by Mr. Havlusch and seconded by Ms. Nusser-Meany to approve a final budget for the 2022-2023 school year using the 2022-2023 state aid figures below. Motion carried as follows: Mr. Havlusch – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper – yes.

<u>Expenditures</u>		<u>Revenue</u>	
General Current Expense	\$ 8,967,724	General Fund	
Capital Outlay	\$ 508,105	Budgeted Fund Balance	\$ 249,853
Charter School	\$ 83,660	Withdrawal from Tuition Res	\$ 150,000
Special Revenue Fund	<u>\$ 118,388</u>	Withdrawal from Capital Res	\$ 500,000
		Local Tax Levy	\$ 7,861,935
		Misc. Revenue	\$ 39,500
TOTAL EXPENDITURES	\$ 9,677,877	State Aid	\$ 758,201
		Special Revenue Fund	
		Federal Aid	<u>\$ 118,388</u>
		TOTAL REVENUE	\$ 9,677,877

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Budget Motion – continued

AND BE IT RESOLVED that the Board of Education includes a maximum travel expenditure in the amount of \$8,000 for the 2022-2023 school year. The Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district;

AND, N.J.A.C. 6A:23A Subchapter 7 requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Chief School Administrator and a majority of the full voting membership of the Board;

AND BE IT RESOLVED, the School Business Administrator/Board Secretary shall track and record these costs to ensure that the maximum amount is not exceeded.

AND FURTHER BE IT RESOLVED that the Board of Education includes in this budget a capital reserve withdrawal in the amount of \$500,000 for the Partial Roof Replacement Project.

CSA REPORT

Mr. Thompson recognized our April “Student of the Month” and presented him with a certificate. Mr. Thompson provided the group with a COVID-19 update and discussed upcoming events including the 8th grade trip, NJSLA testing, the Drama Club performance, and the Variety Show. Mr. Thompson further noted that we’ll be planning for a Summer Academy program, Media Center renovations, an expanded PK program, our SEL initiatives, our Parent University, and our club offerings.

OPEN PUBLIC COMMENT

Mrs. Jonkoski questioned what effect New Jersey’s new school standards on health and sex education will have on White Township’s curriculum. Mr. Thompson noted that the Curriculum Committee discussed how our current curriculum addresses tolerance, diversity, gender, and stereotypes and that they are covered in a broad sense with the focus placed on tolerance and diversity. Mr. Thompson further discussed Board policy #2422 which allows a parent to “opt out” their child from any lesson in conflict with their family values, morals, religion, etc.

APPROVE MEETING MINUTES

A motion was made by Mr. Havlusch and seconded by Ms. Nusser-Meany to approve the minutes as submitted from the March 21, 2022 Regular Session Meeting. Motion carried as follows: Ayes – 5, Nays – 0, Abstentions – 0.

CORRESPONDENCE & ANNOUNCEMENTS

None

COMMITTEE REPORTS

PERSONNEL

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Block Motion – Personnel

A motion was made by Mr. Havlusch and seconded by Ms. Nusser-Meany to approve the following agenda items #1 through #4. Motion carried as follows: Mr. Havlusch – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper – yes.

1. Approve a Transfer on the Salary Guide

To approve a request from Henry Skirbst to transfer on the salary guide from Step 28, MA+15 to Step 28, MA+30 at the new salary rate of \$91,550.

2. Renewal of Tenured Staff

To approve letters of intent to hire the following Instructional Tenured Staff Members for the 2022-2023 School Year, as recommended by the CSA:

Staff Member	Degree	Step**	FTE	Salary**
Baker, Cassandra	BA+30	9	1.00	\$64,865
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
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
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+15	20	1.00	\$73,335
Mahon, Justine	BA+30	5	1.00	\$61,440
Marinelli, Anthony	MA+30	8	1.00	\$70,865
Mulligan, Deirdre	MA+30	20	1.00	\$81,335
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
Quinn, Stewart	BA+15	5	1.00	\$59,440
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+30	28	1.00	\$91,550
Stumpe, Amy	MA+15	14	1.00	\$74,070
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

** Step and Salary remain at the 2021-2022 rate until settlement of the WTEA contract agreement.

3. Renewal of Non-Tenured Teaching Staff for the 2022-2023 school year

To renew the following non-tenured teaching staff for the 2022-2023 school year, as recommended by the CSA:

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Block Motion – Personnel - continued

Staff Member	Degree	Step**	FTE	Salary**
Barofski, Kelsey	BA	4	1.00	\$55,735
Rosano, Kimberly	BA	2	1.00	\$53,540
Smith, Alexis	BA	3	1.00	\$54,040

** Step and Salary remain at the 2021-2022 rate until settlement of the WTEA contract agreement.

4. Accept a Resignation

To accept the resignation, for the purpose of retirement, of Alison Walsh effective June 30, 2022.

CURRICULUM

Ms. Nusser-Meany noted the Committee discussed the District calendar for the 2022-2023 school year, the 8th grade trip, NJSLA testing, Curriculum writing and Board policy #2422.

Block Motion – Curriculum

A motion was made by Mr. Havlusch and seconded by Mr. Panetta to approve the following agenda items #1 through #7. Motion carried as follows: Ayes – 5, Nays – 0, Abstentions – 0.

1. Approve the 2022-2023 School Calendar

To approve the school calendar for the 2022-2023 school year.

2. Approve a Field Trip for Grade PK

To approve a field trip for approximately 25 grade PK students to Klein Farms, Easton, PA on May 11, 2022. The cost of the trip is \$8.50 per student, and the cost of the bus transportation is \$185.

3. Approve a Field Trip for Grade 1

To approve a field trip for approximately 22 grade 1 students to Phillipsburg FFA, Phillipsburg, NJ on May 4, 2022. There is no cost per student, and the cost of the bus transportation is \$185.

4. Approve a Field Trip for Grade 7

To approve a field trip for approximately 29 grade 7 students to Somerset Patriots, Bridgewater Township, NJ on May 18, 2022. The cost of the trip is \$23 per student, and the cost of the bus transportation is \$300.

5. Approve a Field Trip for Grade 8

To approve a field trip for approximately 28 grade 8 students to Oakwood Lanes, Belvidere, NJ on June 14, 2022. The cost of the trip is \$25 per student, and the cost of the bus transportation is \$185.

6. Approve a Field Trip for Grade 8

To approve a field trip for approximately 28 grade 8 students to Hershey Park & Gettysburg, PA on June 9-10, 2022. The cost of the trip per student is \$300, and the cost of the bus transportation is \$3,846.48.

7. Approve a Field Trip for Grade 4

To approve a field trip for approximately 20 grade 4 students to Lakota Wolf Tour, Columbia, NJ on May 23, 2022. The cost of the trip per student is \$8.50, and the cost of the bus transportation is \$180.

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OPERATIONS

Mr. Havlusch noted the Committee discussed ongoing negotiations with the WTEA, and the 2022-2023 school budget.

Block Motion – Operations

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

1. Approve March 2022 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 2022 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, 2022, 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, 2022.

2. Approve April 2022 Bill List

To approve the payment of the April 2022 bills in the total amount of \$1,103,717.17 for all funds.

3. Approve Budget Transfers

To approve budget transfers for March 2022 in the amount of \$190,079.38.

4. Approve Submission of the 2022 Safety Grant Application

To approve the submission of the New Jersey Schools Insurance Group 2022 Safety Grant Application in the amount of \$2,000 to supplement the cost of upgrades to the current safety and security systems.

5. Approve a Tuition Contract with Belvidere School District

To approve a tuition contract with Belvidere School District for one student (ID#8829502233) to attend for the period September 1, 2021 – June 30, 2022 at a total tuition cost of \$30,000.

6. Approve a Tuition Contract with Limitless

To approve a tuition contract with Limitless for one student (ID#8737801050) to attend the ESY 2022 program, for a tuition cost of \$5,758 plus the cost of the personal aide \$2,346, for a total program cost of \$8,104.

7. Approve a Shared Service Agreement for Business Administrator Services

To approve a shared service agreement with Hope Township Board of Education for Business Administrator services July 1, 2022 – June 30, 2025.

8. Approve an ARP HCY II Memorandum of Agreement

To approve participation in a regional consortium, with Bergen County Special Services School District as the lead fiscal agent, and approve an ARP HCY II Memorandum of Agreement, for the purpose of accepting and expending funds allocated through ARP HCY II.

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Block Motion – Operations

9. Approve a Use of Facility

To approve a request from the White Township PTO for use of the cafeteria for a dance on May 6, 2022.

10. Approve a Use of Facility

To approve a request from the White Township PTO for use of the gymnasium and stage, for practices and the Variety Show performance, May 13, June 9 and 10, 2022.

11. Approve a Use of Facility

To approve a request from the White Township PTO for use of the stage for the Bookfair, evenings, May 31 – June 3, 2022.

12. Approve the Award of the Food Service Management Contract (FSMC) for the 2022-2023 School Year

BE IT RESOLVED THAT THE BOARD OF EDUCATION of White Township upon recommendation of the Business Administrator, hereby award and approve the contract with Maschio's Food Service for the 2022-2023 school year:

- White Township shall pay Maschio's an annual management fee in the amount of \$8,995.14. The management fee shall be payable in monthly installments of \$899.51 per month commencing on September 1, 2022 and ending on June 30, 2023.
- The contract shall be a guaranteed breakeven. Maschio's guarantees that White Township's invoiced financial obligation, as stated on the monthly operating statement for the 2022-2023 year shall, at a minimum, equal White Township's documented gross receipts for the 2022-2023 year.

GOVERNANCE

Ms. Nusser-Meany noted the Committee discussed NJQSAC, a Feasibility Study, and PK expansion.

BHS BOARD MEMBER

No updates.

OLD BUSINESS

None

NEW BUSINESS

Mr. Panetta reminded members that it is time to complete the CSA evaluation. Mr. Thompson will have his part submitted by the end of the month which will generate a notification to members to go on-line and complete their section. Mr. Panetta asked that members submit their portion on or before May 13th.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mr. Havlusch and seconded by Ms. Nusser-Meany to acknowledge receipt of one HIB investigation not deemed a HIB incident since last meeting. Motion carried as follows: Ayes – 5, Nays – 0, Abstentions – 0.

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OPEN PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Ms. Nusser-Meany and seconded by Mr. Havlusch to adjourn the meeting at 7:14 p.m. Motion carried as follows: Ayes – 5, Nays – 0, Abstentions – 0.

Respectfully Submitted,



Dawn Huff
Business Administrator
Board Secretary