

WHITE TOWNSHIP BOARD OF EDUCATION
REAPPOINTMENT AND REGULAR SESSION MEETING

MINUTES

THURSDAY

JUNE 2, 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: Mrs. Pinkerton, Mrs. Sroka, Mr. Murray, 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 1 member of the public.

Mr. Panetta opened the meeting at 6:32 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.

CSA REPORT

Mr. Thompson reviewed the NJQSAC scoring and noted that we've been designated as a high performing district. Mr. Thompson noted it's that time of the year when we're wrapping up some year-end activities including the 8th grade dance, trip, promotion, the Drama Club performance, and Field Day while also thinking ahead and planning for summer activities, including renovations to the Media Center and our Summer Academy for students.

ACCEPT THE NJQSAC PLACEMENT CONTINUUM

A motion was made by Mr. Murray and seconded by Ms. Nusser-Meany to accept the 2021-2022 New Jersey Quality Single Accountability Continuum (NJQSAC) placement scores as follows:

Instruction and Program	86%
Fiscal Management	96%
Governance	100%
Operations	98%
Personnel	100%

and note that these placement results have satisfied the weighted indicators in each of the five areas of the NJQSAC review and White Township School District has been designated as "high performing". Motion carried as follows: Mrs. Pinkerton – yes, Mrs. Sroka – yes, Mr. Murray – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper – yes.

OPEN PUBLIC COMMENT

Mr. Ballantine asked if we are considering hiring a Resource Officer at the school? Mr. Thompson and Mr. Panetta discussed safety and security measures we've implemented in the district in response to a threat assessment that was done several years ago. Mr. Thompson further noted that we've installed a camera surveillance system and have been upgrading that system each year as needs are identified. Mr. Thompson noted that we have not discussed adding a Resource Officer at this time. Mr. Thompson also discussed an upcoming meeting with the Hackettstown consortium which will bring districts together to discuss safety and security measures in surrounding districts.

Mr. Havlusch arrived at 6:45 p.m.

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Mrs. Lensi arrived at 6:55 p.m.

APPROVE MEETING MINUTES

A motion was made by Ms. Nusser-Meany and seconded by Mrs. Sroka to approve the minutes as submitted from the April 25, 2022 Regular Session Meeting. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

Reappointment Block Motion

A motion was made by Mrs. Sroka and seconded by Ms. Nusser-Meany to approve the following reappointment motions #1 through #31 for the 2022-2023 school year. Motion carried as follows: Mr. Havlusch – yes, Mrs. Pinkerton – yes, Mrs. Sroka – yes, Mr. Murray – yes, Mrs. Lensi – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper – yes.

1. Adopt the present Board Bylaws, Policies and Regulations

To adopt the present Board Bylaws, Policies and Regulations.

2. Approve the Permitted Student Records

To approve per N.J.A.C. 6:3-6.3 the compilation of state mandated and permitted student records for the purpose of promoting the educational welfare of the student including general student information, record of attendance, description of student progress, history and status of student health, and any other records required by the State Board of Education.

3. Approve/Readopt Existing District School Office and Business Office Forms in Use

To approve/readopt all existing district school office and business office forms currently in use.

4. Adopt the Code of Ethics

To adopt the code of ethics as approved by NJSBA.

5. Appoint the Business Administrator/Board Secretary

To appoint Dawn Huff as Business Administrator/Board Secretary.

6. Approve the District Auditor

To approve Ardito & Co, LLC as the District Auditor.

7. Approve the Board Attorney

To approve John B. Comegno, II, Comegno Law Group as Board Attorney.

8. Approve the Architect of Record

To approve Parette Somjen Architects as Architect of Record.

9. Approve the Insurance Agent of Record

To approve the professional services of Brown & Brown Insurance as the Insurance Agent of Record.

10. Approve the Payroll Service

To approve the professional services of R & L Data Centers, Inc. as the payroll service provider.

11. Approve the Depository of School Monies

To approve First Hope Bank as the depository for school district monies.

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Reappointment Block Motion - continued

12. Designate the Official Newspapers

To designate The Express-Times, the NJ Herald, The Star Ledger and The Star Gazette as the official newspapers to receive notifications of meetings as required by the Open Public Meetings Act.

13. Appoint the Records Custodian of Public Records

To appoint Dawn Huff as the Custodian of Public Records for the district.

14. Appoint the Qualified Purchasing Agent for the District

To assign the authority, responsibility and accountability for the purchasing activity of the Board of Education to the Business Administrator, Dawn Huff, and to set the bid threshold for the 2022-2023 school year at \$44,000 as allowed by law and to approve competitive quotations for amounts over \$6,000.

15. Approve the Public Agency Compliance Officer (PACO)

To approve the Business Administrator, Dawn Huff, as the Public Agency Compliance Officer to be the liaison official and to have the authority to recommend the appropriate corrections to the district's contracting procedures as required by the NJ Division of Contract Compliance and Equal Opportunity Office.

16. Approve Renewal of School Policy Alerting Service with Strauss-Esmay Associates

To approve renewal of the professional services subscription with Strauss-Esmay Associates to provide policy alert and support services.

17. Appoint the Integrated Pest Management Coordinator

To appoint David Hartung as the Integrated Pest Management Coordinator.

18. Appoint the Right to Know Officer/AHERA Representative

To appoint David Hartung as the Right to Know Officer/AHERA Representative.

19. Designate Signers for the Bank Accounts

To designate the Board President, CSA and Business Administrator as authorized signers on the Payroll Account, General Custodial Account, Payroll Agency Account and the Cafeteria Account.

20. Authorize Line Item Transfers

To authorize the CSA and Business Administrator to perform necessary line item transfers between Board of Education meetings to be followed by Board approval at the next regular Board meeting.

21. Approve Substitute Rates

To approve the following substitute rates for the 2022-2023 school year:

Teacher	\$ 100 / day
Nurse	\$ 150 / day
Custodian	\$ 15 / hour
Cafeteria Aide	\$ 15 / hour

22. Set Tuition Rates for the 2022-2023 School Year

To approve the tuition rates for out-of-district students to attend White Township School as follows:

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Reappointment Block Motion - continued

Kindergarten	\$17,000
Grades 1-5	\$20,000
Grades 6-8	\$23,000

23. Approve an Inclusive Preschool Program

To approve an inclusive preschool program, at a tuition rate of \$3,000 for the half-day program and \$5,250 for the full-day program, for the 2022-2023 school year.

24. Approve the Rate for Home Instruction

To approve the rate for home instruction at \$35/hour.

25. Approve Travel for the CSA and Business Administrator

To approve travel expenditures for the CSA and Business Administrator to attend training programs, seminars, workshops, and monthly Association meetings.

26. Approve the Indoor Air Quality Officer

To approve David Hartung as the Indoor Air Quality Officer.

27. Approve a 504 Compliance Officer

To approve William Thompson as the 504 Compliance Officer.

28. Approve the HIB Specialist

To approve Stephanie Quinn as the HIB Specialist.

29. Approve the Attendance Officer

To approve William Thompson as the Attendance Officer.

30. Approve the HIB Coordinator

To approve William Thompson as the HIB Coordinator.

31. Approve the Affirmative Action Officer

To approve William Thompson as the Affirmative Action Officer.

CORRESPONDENCE & ANNOUNCEMENTS

None

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

A motion was made by Mrs. Lensi and seconded by Mrs. Sroka to approve the following agenda items #1 through #6. Motion carried as follows: Mr. Havlusch – yes, Mrs. Pinkerton – yes, Mrs. Sroka – yes, Mr. Murray – yes, Mrs. Lensi – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper – yes.

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Block Motion – Personnel - continued

1. Approve a CSA Secretary/Transportation Coordinator

To accept the recommendation of the CSA to retain Ingrid Scott as the CSA Secretary/Transportation Coordinator for the 2022-2023 school year at an annual salary (12 months) of \$50,045 *.

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

2. Approve a School Secretary

To accept the recommendation of the CSA to retain Kathryn Cavitch as the School Secretary for the 2022-2023 school year at an annual salary (12 months) of \$42,000 *.

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

3. Approve a Part-Time Business Office Assistant

To accept the recommendation of the CSA to retain Kimberly Wagner as a part-time Business Office Assistant for the 2022-2023 school year at an annual salary (12 months) of \$16,590 *.

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

4. Approve a Head Custodian

To accept the recommendation of the CSA to retain David Hartung as a Head Custodian for the 2022-2023 school year at an annual salary (12 months) of \$70,080 *.

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

5. Approve a Custodian

To accept the recommendation of the CSA to retain Michael Hosterman as a Custodian for the 2022-2023 school year at an annual salary (12 months) of \$41,000 *.

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

6. Approve a Custodian

To accept the recommendation of the CSA to retain Alexander Zocchi as a Custodian for the 2022-2023 school year at an annual salary (12 months) of \$38,500 *.

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

CURRICULUM

Ms. Nusser-Meany noted the Committee met and discussed PK enrollment, NJSLA testing, new regulations for Civics instruction, and the MD program.

Motion – Curriculum

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

1. Approve Submission of a Request to Establish a Special Education Program to the Warren County Office of Education

To approve submission of a request to the Warren County Office of Education to establish an MD class, to serve students age 5-8, at the White Township School.

OPERATIONS

Mr. Murray noted the Committee discussed our questions regarding a feasibility study, renovations to the Media Center, continuation of a Consolidation Agreement with Hope Township School District for their lunch program, continuation of the CST sharing arrangement with the Belvidere cluster districts, retaining our Architect for the upcoming partial roof

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OPERATIONS - continued

replacement project, and continuation of the farmer’s market, on school grounds, Sundays during the summer months. Mr. Thompson noted that he continues to have some difficulty getting clear guidance from the State regarding grant funding for a feasibility study and potential ramifications if the district doesn’t concur with the findings of the study. Mrs. Sroka asked if we could preliminarily determine what potential vendors may charge for a study.

Block Motion – Operations

A motion was made by Mr. Murray and seconded by Mrs. Lensi to approve the following agenda items #1 through #11.

1. Approve April 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 April 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 April 30, 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 April 30, 2022.

2. Approve May 2022 Bill List

To approve the payment of the May 2022 bills in the total amount of \$946,389.95 for all funds.

3. Approve Budget Transfers

To approve budget transfers for April 2022 in the amount of \$17,933.17.

4. Approve the Report of Awarded Contracts

To approve the Report of Awarded Contracts

5. Approve Renewal of the Consolidation of School Nutrition Programs

To approve renewal of the Consolidation of School Nutrition Programs with Hope Township School.

6. Approve the Cost of the Shared Service Agreement for Business Administrator Services

To approve the cost of the shared service agreement with Hope Township Board of Education for Business Administrator services at \$89,758 for the 2022-2023 school year.

7. Approve a Shared Services Agreement for Child Study Team Services

To approve a Shared Services Agreement between the Boards of Education of Belvidere, Hope, White and Harmony Townships for Child Study Team Services for the 2022-2023 year and approve the total fee for the CST services payable to Belvidere Board of Education by White Township Board of Education, for the months of September 2022 through June 2023, shall be \$271,972.

8. Approve the Lunch Prices for the 2022-2023 School Year

To approve the lunch prices for the 2022-2023 school year as follows:

Student Lunch	\$3.50
Adult Lunch	\$4.00

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Block Motion – Operations

9. Approve a Professional Services Agreement

To approve an agreement with Parette Somjen Architects for professional services performed in conjunction with a Partial Roof Replacement project – Roof A at the White Township School for a fee of \$33,400.

10. Approve a Tuition Contract with Limitless

To approve a tuition contract with Limitless for one student (ID#9132106692) 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.

11. Approve a Use of Facility Request

To approve a request from the White Township PTO for use of the parking lot Sundays, June – September 2022, for the Warren County Farmers Market.

GOVERNANCE

Mr. Murray noted the Committee met and discussed current PK enrollment, and the process that will be used to support an additional class if interest warrants it, and upcoming modifications on policies and regulations recommended on policy alert 227.

BHS BOARD MEMBER

Mrs. Sroka noted that Belvidere approved their 2022-2023 school budget with a 2% tax increase. Mrs. Sroka further reported that Belvidere discussed participation in a cluster-wide feasibility study, decision-making regarding upgrades to their athletic fields, and attempts to elevate the moral of the district with initiatives such as student presentations.

OLD BUSINESS

- **School Regionalization Efficiency Program (SREP)**

A motion was made by Mrs. Lensi and seconded by Ms. Nusser-Meany to approve a resolution as follows:

WHEREAS, the Department of Community Affairs (DCA) is dedicated to helping New Jersey school districts achieve educational excellence and district efficiencies; and

WHEREAS, the School Regionalization Efficiency Program (SREP) Grant supports public school districts and governing bodies across New Jersey who wish to study the feasibility of school district regionalization and consolidation; and

WHEREAS, school districts and governing bodies are invited to apply for funding to offset costs associated with conducting feasibility studies that support the creation of meaningful and implementable plans to form or expand regional school districts; and

WHEREAS, the Department of Community Affairs, Division of Local Government Services (DLGS) is tasked with administering these grant funds through the School Regionalization Efficiency Program (SREP); and

WHEREAS, the Belvidere, Harmony Township, Hope Township and White Township School Districts have evaluated whether the cluster may be able to attain improved education quality and efficiencies through consolidation or regionalization; and

WHEREAS, a formal study must be undertaken to accomplish this objective with regional implementation plan development; and

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- **School Regionalization Efficiency Program (SREP) - continued**

WHEREAS, the Belvidere School District has agreed to be the lead entity in conducting this study and will submit the application for financial support for this study to DLGS on behalf of all participating school districts and/or governing bodies.

NOW, THEREFORE, BE IT RESOLVED by the White Township Board of Education, that the White Township School District does hereby join with the Harmony Township, Hope Township, and Belvidere School Districts in applying for a SREP Grant to support undertaking a regionalization feasibility plan.

Motion carried as follows: Mr. Havlusch – yes, Mrs. Pinkerton – yes, Mrs. Sroka – yes, Mr. Murray – yes, Mrs. Lensi – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper – yes.

NEW BUSINESS

Mrs. Sroka noted she wants to recognize and applaud the harmonious work between the Administration and the PTO to develop great programs and activities for our students.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mr. Murray and seconded by Mrs. Lensi to acknowledge receipt of one HIB investigation not deemed a HIB incident since last meeting. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

None

EXECUTIVE SESSION

A motion was made by Mr. Murray and seconded by Mrs. Lensi to convene to Executive Session at 7:23 p.m. to discuss ongoing litigation, the CSA evaluation and Negotiations. 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 ongoing litigation, the CSA evaluation and Negotiations.

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 Mr. Murray to adjourn the Executive Session at 9:23 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 9:24 p.m. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

Respectfully Submitted,



Dawn Huff
Business Administrator
Board Secretary

CONFIDENTIAL

WHITE TOWNSHIP BOARD OF EDUCATION

Executive Session Minutes

Date: June 2, 2022

Time Convened: 7:23 p.m.

Time Adjourned: 9:23 p.m.

Present: X Mr. Thompson, CSA
 X Mrs. Huff, Business Administrator/Board Secretary
 X Board Litigation Attorney (Mr. Shah)
 X BOE (Absent: none)

Subject(s) Discussed:

- The Board discussed a potential settlement in the ongoing litigation from the fall of 2017.

Recommendations Made:

- The Board will be asked to consider a settlement agreement at the June 27th meeting.

Attorney Shah, Mrs. Huff, and Mr. Thompson left the Executive Session at 8:12 p.m.

Subject(s) Discussed:

- The Board discussed the CSA evaluation.

Recommendations Made:

- The Board will meet with Mr. Thompson in Executive Session, at the June meeting, to discuss his evaluation.

Subject(s) Discussed:

- The Board discussed the status of ongoing negotiations with the WTEA.

Recommendations Made:

- None.

Respectfully Submitted,



Dawn Huff
Business Administrator
Board Secretary