

WHITE TOWNSHIP BOARD OF EDUCATION
REAPPOINTMENT & REGULAR SESSION MEETING

MINUTES

MONDAY

MAY 22, 2023

6:30 PM

The Regular Meeting of the White Township Board of Education was held on the above date in the White Township Consolidated School Media Center, Belvidere, NJ. The following members of the Board were in attendance at roll call: Ms. Nusser-Meany, Mr. Panetta, Mrs. Pinkerton, Mr. Jonkoski, Mrs. Gardella and Mrs. Vesper. Mr. Thompson, CSA and Mr. Italiano, Business Administrator were also in attendance as well as five members of the public. Mr. Havlusch, Mr. Murray and Mrs. Lensi were unable to attend.

Mr. Panetta opened the meeting at 6:31 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 discussed some current events taking place at school such as the upcoming spring concert and art show as well as the year end field trips and field day.

OPEN PUBLIC COMMENT

None

APPROVE MEETING MINUTES

A motion was made by Ms. Nusser-Meany and seconded by Mrs. Vesper to approve the minutes as submitted from the April 24, 2023 Regular Meetings. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

CORRESPONDENCE & ANNOUNCEMENTS

None

REAPPOINTMENT

Reappointment Block Motion

A motion was made by Ms. Nusser-Meany and seconded by Mrs. Vesper to approve the following agenda items #1 through #31. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

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.

WHITE TOWNSHIP BOARD OF EDUCATION
Reappointment & Regular Session Minutes
May 22, 2023
Page 2

Reappointment Block Motion - continued

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 Andrew Italiano 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.
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 Andrew Italiano 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, Andrew Italiano, and to set the bid threshold for the 2023-2024 school year at \$44,000 as allowed by law and to approve competitive quotations for amounts over \$6,000.

WHITE TOWNSHIP BOARD OF EDUCATION
Reappointment & Regular Session Minutes
May 22, 2023
Page 3

Reappointment Block Motion - continued

15. Approve the Public Agency Compliance Officer (PACO)

To approve the Business Administrator, Andrew Italiano, 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 Stephen Lemoine as the Integrated Pest Management Coordinator.

18. Appoint the Right to Know Officer/AHERA Representative

To appoint Stephen Lemoine 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	\$ 110 / day
Nurse	\$ 150 / day
Custodian	\$ 16 / hour
Cafeteria Aide	\$ 16 / hour

22. Set Tuition Rates for the 2023-2024 School Year

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

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

WHITE TOWNSHIP BOARD OF EDUCATION
Reappointment & Regular Session Minutes
May 22, 2023
Page 4

Reappointment Block Motion - continued

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 2023-2024 school year.

24. Approve the Rate for Home Instruction

To approve the rate for home instruction at \$45/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 Stephen Lemoine 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.

PERSONNEL

Block Motion – Personnel

A motion was made by Ms. Nusser-Meany and seconded by Mrs. Vesper to approve the following agenda items #1 through #8. Motion carried as follows: Ms. Nusser-Meany – yes, Mr. Jonkoski – yes, Mrs. Pinkerton – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper yes.

WHITE TOWNSHIP BOARD OF EDUCATION
Reappointment & Regular Session Minutes
May 22, 2023
Page 5

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 2023-2024 school year at an annual salary (12 months) of \$56,795.

2. Approve a School Secretary

To accept the recommendation of the CSA to retain Kathryn Cavitch as the School Secretary for the 2023-2024 school year at an annual salary (12 months) of \$48,750.

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 2023-2024 school year at an annual salary (12 months) of \$18,629.

4. Approve a Head Custodian

To accept the recommendation of the CSA to retain Stephen Lemoine as a Head Custodian for the 2023-2024 school year at an annual salary (12 months) of \$60,000.

5. Approve a Custodian

To accept the recommendation of the CSA to retain Michael Hosterman as a Custodian for the 2023-2024 school year at an annual salary (12 months) of \$44,948.

6. Approve a Custodian

To accept the recommendation of the CSA to retain Alexander Zocchi as a Custodian for the 2023-2024 school year at an annual salary (12 months) of \$42,448.

7. Staff Non Renewal

To accept the recommendation of the CSA and terminate the employment of employee number 00718 effective the close of business on June 6, 2023.

8. Approve Staff to Work the Summer ESY Program

To accept the recommendation of the CSA and approve the following staff to work the ESY Program at Belvidere School District from July 5-July 27, 2023:

Dana Yugas	\$ 16.48/hr
Jen Wohlander	\$ 17.46/hr

CURRICULUM

Ms. Nusser-Meany updated the board on the following items from the curriculum committee such as our plans for world language for middle school students and the pre school expansion grant opportunity.

WHITE TOWNSHIP BOARD OF EDUCATION
Reappointment & Regular Session Minutes
May 22, 2023
Page 6

Block Motion – Curriculum

A motion was made by Ms. Nusser-Meany and seconded by Mrs. Vesper to approve the following agenda item #1. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

1. Approve a Field Trip for Grade 8

To approve a field trip for approximately 30 grade 8 students to Oakwood Lanes on June 12, 2023. The cost of the trip is \$10 per student, and the cost of the bus transportation is \$287.

OPERATIONS

Mrs. Vesper noted the Committee discussed the water violation, upcoming facility requests the share CST and the PreK grant.

Block Motion – Operations

A motion was made by Ms. Nusser-Meany and seconded by Mrs. Gardella to approve the following agenda items #1 through #11. Motion carried as follows: Ms. Nusser-Meany – yes, Mr. Jonkoski – yes, Mrs. Pinkerton – yes, Mr. Panetta – yes, Mrs. Gardella – yes, and Mrs. Vesper yes.

1. Approve April 2023 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 2023 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, 2023, 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, Andrew Italiano, Board Secretary, hereby certify that no line account has been over expended as of April 30, 2023.

2. Approve May 2023 Bill List

To approve the payment of the May 2023 bills in the total amount of \$946,389.95 for all funds.

3. Approve Budget Transfers

To approve budget transfers for April 2023 in the amount of \$17,933.17.

4. Approve the Report of Awarded Contracts

To approve the Report of Awarded Contracts

5. 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 \$66,852 for the 2023-2024 school year.

WHITE TOWNSHIP BOARD OF EDUCATION
Reappointment & Regular Session Minutes
May 22, 2023
Page 7

Block Motion – Operations - continued

6. Approve the Lunch Prices for the 2023-2024 School Year

To approve the lunch prices for the 2023-2024 school year as follows:

Student Lunch	\$3.50
Adult Lunch	\$4.00

7. Approve the Award of the Food Service Management Contract (FSMC) for the 2023-2024 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 2023-2024 school year:

- White Township shall pay Maschio's an annual management fee in the amount of \$9,489.87.
- The total cost of the contract is \$71,688.32.

8. Approve Submission of the 2023 Safety Grant Application

To approve the submission of the New Jersey Schools Insurance Group 2023 Safety Grant Application in the amount of \$2,000 to supplement the cost of upgrades to the current safety and security systems.

9. Approve a Tuition Contract with Belvidere School District

To approve a tuition contract with Belvidere School District for one student (SID# 8829502233) to attend for the period September 1, 2022 – June 30, 2023 at a total tuition cost of \$30,000.

10. Approve a Tuition Contract with Belvidere School District

To approve a tuition contract with Belvidere School District for one student (SID# 7600691611) to attend for the period September 1, 2022 – June 30, 2023 at a total tuition cost of \$30,000.

11. Approve Staff Travel and Professional Development

To approve the following staff travel and professional development:

- Amy Stumpe and Katie Williams to attend a digital webinar on Broadway Teachers' Workshop on July 5-7, 2023. The cost for the training is \$299/per person. Note: This workshop is being funded with ARP grant funding.

WHITE TOWNSHIP BOARD OF EDUCATION
Reappointment & Regular Session Minutes
May 22, 2023
Page 8

GOVERNANCE

Mrs. Pinkerton updated the Board on the recent Governance meeting and mentioned the following items were discussed: The Feasibility Study and the Ad Hoc committee.

BHS BOARD MEMBER – Representative: Mrs. Gardella

Mrs. Gardella updated the board on the recent events from BHS Board Meeting such as the approved budget and the approval of a new board member at BHS.

OLD BUSINESS

NEW BUSINESS

Ms. Nusser-Meany mentioned there is progress with BHS Educational Foundation.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Ms. Nusser-Meany and seconded by Mrs. Vesper to acknowledge receipt of one HIB investigation since last meeting not deemed to be a HIB incident. Motion carried as follows: Ayes – 6, Nays – 0, and Abstentions – 0.

OPEN PUBLIC COMMENT

None

EXECUTIVE SESSION

A motion was made by Ms. Nusser-Meany and seconded by Mr. Panetta to convene to Executive Session at 7:30 p.m. to enter executive session.

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

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 Ms. Nusser-Meany and seconded by Mr. Panetta to adjourn the Executive Session at 8:00 p.m.

ADJOURNMENT

A motion was made by Ms. Nusser-Meany and seconded by Mrs. Vesper to adjourn the meeting at 8:01p.m. Motion carried as follows: Ayes – 1, Nays – 0, Abstentions – 0.

Respectfully Submitted,
Andrew Italiano
Business Administrator
Board Secretary

