

# **WHITE TOWNSHIP BOARD OF EDUCATION**

## **REGULAR SESSION MEETING**

### **MINUTES**

**MONDAY**

**NOVEMBER 23, 2015**

**7:30 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 with the following members in attendance at roll call: Mrs. Rowe, Mr. Rader, Mr. Boehm, Mrs. Martowicz, Mr. Panetta, Mrs. Lensi, Mrs. Sroka and Ms. Lee. Michael Slattery, Superintendent and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as eighteen members of the public. Mr. Abrams was unable to attend.

Mrs. Rowe opened the meeting at 7:34 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.

William Colantano, Auditor for the district, provided a synopsis of the July 1, 2014 – June 30, 2015 audit report to the Board. Board members received copies of the Comprehensive Annual Financial Report (CAFR) for their review. Mr. Colantano reported on the changes in revenues and expenditures from the 2013-2014 year to the 2014-2015 year, as well as discussed increases in the surplus levels over the past 10 years. Mr. Colantano noted that the district is in a very good place financially but expressed continued concern with the burden of high school tuition. Mr. Colantano thanked the Board and the Administration for their cooperation and assistance with the audit.

#### **ACCEPT THE COMPREHENSIVE ANNUAL FINANCIAL REPORT**

A motion was made by Mr. Rader and seconded by Mr. Panetta to accept the Comprehensive Annual Financial Report for the fiscal year that ended June 30, 2015 as prepared by William Colantano with no recommendations. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

#### **APPROVAL OF CORRECTIVE ACTION PLAN FOR THE 2014-2015 AUDIT**

A motion was made by Mr. Panetta and seconded by Mr. Rader to approve the Corrective Action Plan with no recommendations. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

#### **APPROVE MEETING MINUTES**

A motion was made by Mr. Panetta and seconded by Mrs. Martowicz to approve the minutes as submitted from the October 26, 2015 Regular Session Meeting. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

#### **OPEN PUBLIC COMMENT**

Mr. Skirbst reported that he was in attendance to question the motives of the Board during recent negotiations and noted that the district has always had a reputation of being a great school but recent comments by the Board indicating that teachers are worthless affects their ability to do their jobs.

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#### **OPEN PUBLIC COMMENT - continued**

Mr. Skirbst further questioned why the board would choose to spend more money on an attorney and capital projects than on teacher salaries. Mr. Skirbst noted there should be a bond that binds the teachers and Board together.

Mr. Rader noted that the teaching staff is very highly regarded by the Board and could not imagine any motivation for a comment of that nature. Mr. Rader asked Mr. Skirbst for clarification on who made statements about the teaching staff being worthless.

Ms. Lee noted that she hopes that those working on Committee are working in good faith and that she isn't comfortable with the implication that these are the feelings of the full Board.

Mr. Panetta noted that if someone has a problem it should go in front of Mrs. Rowe or Mr. Slattery. Mr. Panetta further noted that it isn't fair for there to be speculation that comments were made and asked Mr. Skirbst to speak up now if he has an issue with someone.

Mrs. Rowe asked that if there are specific concerns they be addressed privately.

Mrs. Bellfy noted that she addressed the board a year ago with concerns about low morale and she wanted to reiterate that staff feels unsupported and morale is at an all-time low.

Mrs. Wheatley noted that as a teacher and a taxpayer she is concerned that the sub rate hasn't increased in many years and wondered what the thought process is that subs don't deserve an increase in 12 years.

Mrs. Adonis noted that the students can tell that there is an issue in the building and hopes that the board and teachers can reach a contract agreement and wanted the teachers to know that they have her support.

#### **EXECUTIVE SESSION**

A motion was made by Mr. Panetta and seconded by Mrs. Lensi to convene to Executive Session at 8:25 p.m. to discuss negotiations. Motion carried as follows: Ayes – 8, 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 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 Mr. Panetta and seconded by Mrs. Lensi to adjourn the Executive Session at 9:00 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

#### **CORRESPONDENCE & ANNOUNCEMENTS**

Mrs. Huff reported the results of the election as follows:

- ✓ Voted for a 3 Year Term – Mark Boehm  
Kathleen Martowicz  
David Rader
- ✓ Voted for a 1 Year Term – Tracy Rowe

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## **COMMITTEE REPORTS**

### **PERSONNEL**

Ms. Lee asked about the rate for the long term sub position and felt that the per diem rate was high. Mrs. Rowe noted that the per diem rate was calculated using the first step on the teacher salary guide.

#### **Block Motion – Personnel**

A motion was made by Mrs. Lensi and seconded by Mr. Rader to approve the following agenda items #1 through #4. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

##### **1. Approve a Paraprofessional**

To approve Lee Ann Gattullo as a Paraprofessional not to exceed 4 hours/day as scheduled by the Principal, Step 1ND, \$11.40\* hour.

\*Salary remains at the 2014-2015 rate until settlement of the WTEA contract agreement.

##### **2. Approve Emergency Coverage**

To approve the use of Paraprofessional, Lee Ann Gattullo for emergency coverage, assigned and approved by the Principal to be paid at her contracted hourly wage.

##### **3. Approve a Substitute Cafeteria Aide**

To approve Janis Good as a substitute cafeteria aide for the 2015-2016 school year.

##### **4. Approve a Maternity Leave Replacement**

To approve Kristen McDonald for a maternity leave replacement, Grade K Teacher, full time, at a per diem rate of \$243.70 from approximately mid-February 2016 through the end of the school year.

## **TRANSPORTATION**

### **Motion – Transportation**

A motion was made by Mrs. Martowicz and seconded by Mr. Panetta to approve the following agenda item #1. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

##### **1. Approve the School Bus Emergency Evacuation Drill Report**

To approve the school bus emergency evacuation drill report dated October 27, 2015.

## **POLICY**

No updates.

## **FINANCE**

Mrs. Rowe noted that she will be setting up a meeting for the committee in January. Ms. Lee expressed concern that we are approving yet another out-of-district placement. Mr. Slattery noted that the Child Study Team always looks to bring students back in district when possible.

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### Block Motion – Finance

A motion was made by Mr. Panetta and seconded by Mrs. Lensi to approve the following agenda items #1 through #9. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

#### 1. Approve October 2015 Board Secretary's Report and Report of Cash Balances

To approve the October 2015 Board Secretary's Report and Report of Cash Balances in agreement. After review of the School Business Administrator's monthly financial reports and upon consultation with the Business Administrator and Superintendent, this Board of Education does hereby certify that as of October 31, 2015, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a), and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

#### 2. Approve November 2015 Bills List

To approve the payment of the November 2015 bills in the total amount of \$817,474.50 for all funds.

#### 3. Approve October 2015 Cafeteria Bills

To approve the payment of the October 2015 Cafeteria bills in the amount of \$6,305.18.

#### 4. Approve Budget Transfers

To approve budget transfers for October 2015 in the amount of \$64,615.40.

#### 5. Approve a Tuition Contract with Inclusive Learning Academy

To approve a tuition contract with Inclusive Learning Academy, Stanhope, NJ for one student (SID#9603736788) to attend at a tuition rate of \$47,709.35. This tuition has been prorated to a start date of November 9, 2015.

#### 6. Accept the REAP (Rural Education Achievement Program) Grant Award

To accept the 2015-2016 REAP Grant Award in the amount of \$17,521 and approve the use of the funds to purchase Technology equipment.

#### 7. Approve Cancelling Stale Checks from the Custodial Account

To approve cancelling the following stale checks from the custodial account:

Check #15295	Issued 4/13/15	\$ 21.98
Check #15437	Issued 6/22/15	\$250.00

#### 8. Approve a Parental Transportation Contract for November 23 – December 30, 2015

To approve a parental transportation contract (15-16PG1) for student #9249311861 for transportation to PG Chambers November 23 – December 30, 2015 for a total contract of \$961.40.

#### 9. Approve a Parental Transportation Contract for January 1 – June 30, 2016

To approve a parental transportation contract (15-16CI1) for student #9249311861 for transportation to The Children's Institute January 1 – June 30, 2016.

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### CURRICULUM

#### Block Motion – Curriculum

A motion was made by Mrs. Lensi and seconded by Ms. Lee to approve the following agenda items #1 through #2. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve Additional 8<sup>th</sup> Grade Fundraisers

To approve the following additional 8<sup>th</sup> Grade Fundraisers for the 2015-2016 school:

- Flowerland Fundraiser – Mums, Poinsettias, Gift Cards, etc.
- Five Below Fundraiser
- Applebee's Fundraiser

(The last two events earn a percentage of sales for the 8<sup>th</sup> grade on specific dates.)

2. Approve a Field Trip for Grade 5

To approve a field trip for approximately 35 grade 5 students to Morris Museum in Morristown, NJ on May 11, 2016. The cost per student is \$14.

### BUILDINGS & GROUNDS

Mr. Panetta reported on building access for the milk vendor; a December Committee meeting to prioritize summer projects; outside maintenance needs and the bid opening on December 2<sup>nd</sup> for the generator project.

#### Block Motion – Buildings & Grounds

A motion was made by Mrs. Lensi and seconded by Mr. Rader to approve the following agenda items #1 through #4. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve a Snow Removal Contractor for the 2015-2016 School Year

To approve Shoemaker & Lynch, Inc. for snow removal for the 2015-2016 school year at the following rates:

Salting	\$120.00 per hour
Salt per ton	\$135.00
Plowing	\$120.00 per hour

2. Authorize the Architect to update the District Five Year Long Range Facility Plan

To authorize Parette Somjen Architects, LLC to update the district five-year LRFP (Long Range Facility Plan) to include the following 2015-2020 anticipated capital improvements/projects:

15-16 LRFP Amend Replace carpet in Room 180 w/ VC tile	\$ 12,000
15-16 LRFP Amend Paint Faculty Room, Nurse Office and Main Offices	\$ 6,000
15-16 LRFP Amend Paint 5 classrooms	\$ 3,000
16-17 LRFP Amend Refinish hallway floor & install VC tile- 1931 bldg	\$ 30,000
16-17 LRFP Amend Update Science Lab	\$ 50,000
16-17 LRFP Amend Remove carpet in Speech and Art – replace w/VC tile	\$ 7,500
16-17 LRFP Amend Remove Carpet in Library – Replace w/VC tile	\$ 5,000
16-17 LRFP Amend Remove Asbestos tile in 4 classrooms (1973 wing)	\$ 75,000
16-17 LRFP Amend Remove Asbestos pipe covering	\$ 25,000
16-17 LRFP Amend Paint 5 classrooms	\$ 3,000
16-17 LRFP Amend Replace electrical panels; remove unused	\$ 5,000
16-17 LRFP Amend Replace Fire alarm system	\$ 25,000

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**Block Motion – Buildings & Grounds - continued**

16-17	LRFP Amend	Crack Seal and Line Parking Lot	\$ 10,000
16-17	LRFP Amend	Repaint Roof Units	\$ 5,000
17-18	LRFP Amend	Replace floor tile in Sections 1956, 1973, 1999	\$ 30,000
17-18	LRFP Amend	Paint 1931 hallway & staircases, 56&73 staircases	\$ 5,000
17-18	LRFP Amend	Install drop ceiling in Caf; ceiling heat & ductwork	\$ 25,000
17-18	LRFP Amend	Replace carpeting in 1931 section (7 classrooms)	\$ 17,500
17-18	LRFP Amend	Replace Playground Equipment	\$ 15,000
17-18	LRFP Amend	Paint 5 classrooms	\$ 5,000
17-18	LRFP Amend	Resurface Parking Area on Rt 519 side/add spaces	\$ 10,000
18-19	LRFP Amend	Change classroom door hardware	\$ 4,000
18-19	LRFP Amend	Replace Fire alarm system	\$ 25,000
18-19	LRFP Amend	Replace security camera system	\$ 20,000
18-19	LRFP Amend	Paint 5 classrooms	\$ 5,000
18-19	LRFP Amend	Replace Heating DDC controls	\$ 20,000
19-20	LRFP Amend	Paint 5 classrooms	\$ 5,000
19-20	LRFP Amend	Replace roof in 1999 addition (2/3 building)	\$750,000
19-20	LRFP Amend	Replace well pump	\$ 5,000

**3. Approve the Maximum Capital Reserve Account Amount**

To approve the maximum capital reserve amount of \$1,203,000 based on a November 23, 2015 analysis of the District's five year Long Range Facility Plan 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 \$1,203,000. The maximum capital reserve amount of \$1,203,000 is equal to the current estimated local share of the projects. The Capital Reserve account balance was \$573,910 as of June 30, 2015.

**4. Approve a Use of Facility Application**

To approve a use of facility request from 8<sup>th</sup> grade for use of the hallway for a poinsettia sale on the evening of the concert.

**PUBLIC RELATIONS**

No report.

**BHS BOARD MEMBER**

Mr. Rader noted that the Belvidere and North Warren swim teams have merged and that it's really nice to see the schools working together.

**SHARED SERVICES LIAISON COMMITTEE**

Mrs. Rowe noted that the Committee met this evening and that things are going well with the shared services for Superintendent and Business Administrator and that it will be the committee's recommendation to continue with the share. Mrs. Rowe noted that Hope will have new representation on the Committee at the next meeting as the terms of both of the current committee members are expiring.

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**GOALS & OBJECTIVES**

No update.

**OLD BUSINESS**

Mr. Panetta noted that he met with the owner of Flowerland to discuss a plan to beautify the grounds.

**NEW BUSINESS**

Mrs. Sroka asked about the status of Mr. Abrams board seat. Mrs. Rowe noted that she anticipates that he will be resigning from the Board effective January 31<sup>st</sup>. Ms. Lee wondered why he is postponing the resignation. Mrs. Lensi expressed concern that Mr. Abrams has not been attending meetings and that he won't be resigning until the end of January. Mr. Rader noted that the seat is his until he officially resigns and we should have respect for his decision.

Mr. Slattery noted that student scores from the PARCC testing will be released to parents in January and that the parent resources which will accompany this data is well designed and will give parents much more information than they have previously received. Mr. Slattery reported that he will be meeting with grade level teachers to review the data. Mr. Slattery noted that he expects to hold a public presentation on the material in December.

Mrs. Sroka asked about NJASK science scores. Mr. Slattery noted that PARCC and NJASK data will be presented.

**APPROVE SUPERINTENDENT'S REPORT**

A motion was made by Mr. Rader and seconded by Mr. Panetta to approve the Superintendent's Report for the period October 26 – November 20, 2015. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

**ACKNOWLEDGE RECEIPT OF HIB INCIDENTS**

A motion was made by Mr. Panetta and seconded by Mrs. Martowicz to acknowledge receipt of one HIB investigation deemed a HIB incident for the period October 26 – November 20, 2015. Ayes – 9, Nays – 0, Abstentions – 0.

**OPEN PUBLIC COMMENT**

Mrs. Gardella expressed concern about the plan for a replacement teacher for Mrs. Schaarschmidt when she goes on maternity leave. Mr. Slattery offered to reach out directly to Mrs. Gardella to discuss her concerns.

Mrs. Bloch noted that as a parent of kindergarten student she's concerned that it will be difficult for the students to adjust to different substitutes and hoped for consistency with the substitute coverage.

Mrs. Sturm noted that she has a third grader and felt that they could be more flexible handling a change in substitute coverage to allow for their current long term sub to cover the need in kindergarten.

Mrs. Zakrewski noted that she has a kindergarten student in each class and feels it will be detrimental to have inconsistent substitute coverage in Mrs. Schaarschmidt's absence.

Mrs. Zakrewski said that she was upset to learn on Sunday evening from a note in her child's backpack that her child fell and hit her head at school on Friday. While her child is fine, she felt that administration should have reached out to her Friday with information about the injury.

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**ADJOURNMENT**

A motion was made by Mr. Panetta and seconded by Mrs. Lensi to adjourn the meeting at 9:38 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff  
Business Administrator  
Board Secretary