

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

OCTOBER 26, 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. Sroka and Ms. Lee. Michael Slattery, Superintendent and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as eight members of the public. Mrs. Lensi and Mr. Abrams were unable to attend.

Mrs. Rowe opened the meeting at 7:35 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.

APPROVE MEETING MINUTES

A motion was made by Mr. Panetta and seconded by Mrs. Martowicz to approve the minutes as submitted from the October 5, 2015 Regular Session Meeting. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Harrison asked for clarification on the procedures for requesting use of the school facility and noted that it is difficult to plan events and get them on the agenda for approval with only one meeting per month.

CORRESPONDENCE & ANNOUNCEMENTS

Mrs. Huff noted an addendum to the agenda including two additional personnel motions and one additional staff travel for consideration this evening.

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

A motion was made by Mr. Rader and seconded by Mr. Panetta to approve the following agenda items #1 through #4 and the additional motions #5 and #6. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes and Mr. Boehm – yes.

1. Approve Emergency Coverage

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

2. Approve an Additional Substitute Teachers

To approve Colleen Roth and Jessica Olmos as additional substitute teachers for the 2015-2016 school year. Ms. Roth and Ms. Olmos hold NJ substitute certificates.

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

October 26, 2015

Page 2

Block Motion – Personnel - continued

3. Approve a Student Observation

To approve Eben Loudin, current Centenary College student, to observe a class for up to twenty (20) hours.

4. Approve a Request for a Maternity/Disability Leave of Absence

To approve a request from Krista Schaarschmidt for a maternity/disability leave of absence to commence on or about February 12, 2016 followed by an unpaid leave of absence in accordance with the New Jersey Family Leave Act upon completion of her maternity/disability leave and ending approximately June 9, 2016.

5. Approve a Paraprofessional

To approve Heather Wulff as a Paraprofessional not to exceed 4 hours/day as scheduled by the Principal, Step 1D, \$13.41* hour.

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

6. Approve Emergency Coverage

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

TRANSPORTATION

No report.

POLICY

Block Motion – Policy

A motion was made by Mr. Rader and seconded by Mr. Panetta to approve the following agenda items #1 through #12. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve a Second Reading of Policy #3322 – Staff Members Use of Personal Cellular Telephones/Other Communication Devices

To approve a second reading of Policy #3322- Staff Members Use of Personal Cellular Telephones/Other Communication Devices

2. Approve a Second Reading of Policy #4322 – Staff Members Use of Personal Cellular Telephones/Other Communication Devices

To approve a second reading of Policy #4322 – Staff Members Use of Person Cellular Telephones/Other Communication Devices

3. Approve a Second Reading of Policy and Regulation #5330 – Administration of Medication

To approve a second reading of Policy and Regulation #5330 – Administration of Medication

4. Approve a Second Reading of Policy #5339 – Screening for Dyslexia

To approve a second reading of Policy #5339 – Screening for Dyslexia

5. Approve a Second Reading of Policy #5615 – Suspected Gang Activity

To approve a second reading of Policy #5615 – Suspected Gang Activity

6. Approve a Second Reading of Policy #5756 – Transgender Students

To approve a second reading of Policy #5756 – Transgender Students

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

October 26, 2015

Page 3

Block Motion – Policy - continued

7. Approve a Second Reading of Policy #8540 – School Nutrition Programs

To approve a second reading of Policy #8540 – School Nutrition Programs

8. Approve a Second Reading of Policy #8550 – Outstanding Food Service Charges

To approve a second reading of Policy #8550 – Outstanding Food Service Charges

9. Approve a Second Reading of Policy #8820 – Opening Exercises/Ceremonies

To approve a second reading of Policy #8820 – Opening Exercises/Ceremonies

10. Approve Memorandum of Agreement for 2015-2016 with the NJSP

To approve the Memorandum of Agreement for 2015-2016 school year with the New Jersey State Police.

11. Approve Submission of the NJQSAC Statement of Assurances (SOA) for the 2015-2016 school year

To approve submission of the NJQSAC Statement of Assurances (SOA) for the 2015-2016 school year

12. Approve Submission of the NJQSAC District Performance Review for the 2015-2016 school year

To approve submission of the NJQSAC District Performance Review for the 2015-2016 school year

FINANCE

Block Motion – Finance

A motion was made by Mrs. Martowicz and seconded by Mr. Rader to approve the following agenda items #1 through #8. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

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

To approve the September 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 September 30, 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 October 2015 Bills List

To approve the payment of the October 2015 bills in the total amount of \$795,850.10 for all funds.

3. Approve September 2015 Cafeteria Bills

To approve the payment of the September 2015 Cafeteria bills in the amount of \$7,374.25.

4. Approve Budget Transfers

To approve budget transfers for September 2015 in the amount of \$1,365.

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

October 26, 2015

Page 4

Block Motion – Finance – continued

5. Approve a Tentative Budget Timetable

To approve a tentative budget timetable for the 2016-2017 school year.

6. Approve a Tuition Contract with Belvidere School District

To approve a tuition contract with Belvidere School District for one student (SID#7600691611) to attend their MD Program at a tuition cost of \$28,000 for the 2015-2016 school year.

7. Approve Staff Travel

To approve the following staff travel:

- Michael Slattery to attend a workshop “Google Administrator Training” in Monroe Township, NJ on November 5, 2015. There is no cost for this workshop.
- Marlene Saraiva to attend a workshop “School Avoidance” in Wayne, NJ on October 27, 2015. There is no cost for the workshop and mileage reimbursement not to exceed \$32.
- Pat Sypniewski and Krista Schaarschmidt to attend a workshop “Strengthen Your Writing Instruction in Kindergarten” in Piscataway, NJ on December 8, 2015. The cost of the workshop is \$239 per attendee and mileage reimbursement not to exceed \$30.
- Amy Stumpe and Katie Williams to attend a workshop “Close Reading Strategies” in Newark, NJ. The cost for the workshop is \$239 per attendee and mileage reimbursement not to exceed \$30.
- Marlene Saraiva to attend a workshop “Progress Monitoring and Reporting on IEP Goals” sponsored by IEP Direct on November 10, 2015 in Edison, NJ. There is no cost for the workshop and mileage reimbursement not to exceed \$35.

8. Approve a Tuition Contract with Belvidere School District

To approve a tuition contract with Belvidere School District for one student (SID#7832540307) to attend their MD Program at a tuition cost of \$28,000 for the 2015-2016 school year.

CURRICULUM

Block Motion – Curriculum

A motion was made by Mrs. Sroka and seconded by Mrs. Martowicz to approve the following agenda items #1 through #3. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve After School GEM Activities

To approve the following after school GEM activities for the 2015-2016 school year. There is no cost for the activities and parents are responsible for transportation.

Mind-Nastics	Grades 4	Blairstown Evangelical Free Church	October 29, 2015
Battle of the Minds	Grades 7/8	Warren Hills Middle School	November 3, 2015
Battle of the Minds	Grades 5/6	Hackettstown Middle School	November 12, 2015
Legos on the Loose Ex	Grade 3	Hatchery Hill School	January 28, 2016
Marvelous Math	Grade 2	Harmony Township Firehouse	December 11, 2015
Spelling Bee	Grades 5/6	Phillipsburg Housing Authority	February 18, 2016
Phabulous Physics	Grades 3/4	Mansfield Township School	February 26, 2016
Battle of the Books	Grades 7/8	Warren Hills Middle School	April 2016
Battle of the Books	Grades 5/6	Great Meadows Middle School	April 19, 2016
Invention Expo		Hatchery Hill School	May 5, 2016

WHITE TOWNSHIP BOARD OF EDUCATION
Regular Session Minutes
October 26, 2015
Page 5

Block Motion – Curriculum - continued

Battle of the Books	Grades 3/4	Belvidere Oxford Street School	May 2016
Strategic Thinking Day		Harmony Township Firehouse	May 23, 2016

2. Approve a Field Trip Request for Grade 1

To approve a request for approximately 23 grade 1 students to Centenary Stage Company, Hackettstown, NJ on November 18, 2015. The cost of the trip will be funded by the PTO.

3. Approve a Field Trip for Grade 6

To approve a request for approximately 36 grade 6 students to attend Medieval Times, Lyndhurst, NJ on May 19, 2016. The cost per pupil is \$36.

BUILDINGS & GROUNDS

Mr. Panetta updated the Board on the following: confirmation that no air quality issue exists in the library; working on quotes to refinish the hallway floor in the 1939 section; vendor finishing closeout punch-list items for classroom conversion; investigating costs for new instructional space which requires installation of a sink; generator project scheduled to go out to bid this month.

Block Motion – Buildings & Grounds

A motion was made by Mr. Rader and seconded by Ms. Lee to approve the following agenda items #1 through #4. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve a Use of Facility Request

To approve a use of facility request from White Township Youth Athletic Association to use the gymnasium October 27, 2015 – March 18, 2016 for basketball.

2. Approve a Use of Facility Request

To approve a use of facility request from White Township PTO to use the front hall by the office November 23-24, 2015 for a fundraiser.

3. Approve a Use of Facility Request

To approve a use of facility request from Daisy Troop 92370 to use a classroom Mondays, November 2, 2015 – June 6, 2016 for troop meetings.

4. Approve the Comprehensive Maintenance Plan and M-1 Form

To approve submission of the 2014-2015 Comprehensive Maintenance Plan and the accompanying M-1 Form.

PUBLIC RELATIONS

No updates.

BHS BOARD MEMBER

Mr. Rader noted that Belvidere and Harmony have approved a shared service agreement for business administration services.

SHARED SERVICES LIAISON COMMITTEE

No updates.

GOALS & OBJECTIVES

Mr. Slattery noted that the action plans were distributed with Friday's FYI.

WHITE TOWNSHIP BOARD OF EDUCATION
Regular Session Minutes
October 26, 2015
Page 6

OLD BUSINESS

None

NEW BUSINESS

None

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mr. Panetta and seconded by Ms. Lee to approve the Superintendent's Report for the period September 28 – October 23, 2015. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mr. Rader and seconded by Mr. Panetta to acknowledge receipt of no HIB reports for the period September 28 – October 23, 2015. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Gardella asked how Mrs. Schaarschmidt's maternity leave will be filled. Mr. Slattery noted that now that the leave is board approved the position will be posted and we will have a replacement in the position in time to shadow with the teacher before she goes on leave.

ADJOURNMENT

A motion was made by Mr. Rader and seconded by Mr. Panetta to adjourn the meeting at 7:53 p.m. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary