

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MONDAY

AUGUST 20, 2018

6:30 PM

The Regular Meeting of the White Township Board of Education was held on the above date in the White Township School Library, Belvidere, NJ with the following members in attendance at roll call: Mr. Boehm, Mr. Panetta, Mrs. Nikolopoulos, Mrs. Williams, Mrs. Lensi, Mrs. Sroka, Ms. Howell and Ms. Lee. William Thompson, CSA and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 15 members of the public. Mr. Rader was unable to attend.

Mr. Boehm opened the meeting at 6:32 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 Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve the minutes as submitted from the July 30, 2018 Special Session Meeting, July 23, 2018 Regular Session Meeting and Executive Session, and revised May 21, 2018 reappointment and regular session minutes. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Smith asked if the Board has considered recording their meetings and then having them transcribed. Mr. Boehm noted it's something that the Board can discuss.

Mrs. Fiorentino expressed concern about adoption of policy 5561 governing the use of physical restraint and seclusion techniques for students with disabilities. Mr. Thompson explained that this is not a new policy to the district but an update to the current policy to address new guidance from the NJ Department of Education detailing post-incident notifications to parents and training for school personnel.

Mrs. Smith noted as a follow-up that it's so important that staff be properly trained and hopes that the district makes training a priority.

Mr. Fiorentino noted that a physical restraint policy makes him concerned and discussed the alleged mistreatment of his grandson.

Mr. Parichuk asked questions regarding HIB policy 5512, and the procedures and programs currently in place for HIB. Mr. Parichuk suggested that, in some instances, it may be prudent for the district to have a parent group investigate incidents of HIB. Mr. Thompson noted that the district uses the services of Strauss Esmay Associates to assist us in preparing a policy manual that complies with state and federal mandates.

Mr. Fallstick noted that he is familiar with the services of Strauss Esmay and they are a wonderful resource for the development of policies and regulations to have in place for when you need them.

Mr. Cavitch noted he's excited that the School Board got it right, and encouraged everyone to move forward, and be excited moving in to the new school year with the new Administration.

CSA REPORT

Mr. Thompson provided updates on the following: upcoming orientation dates, schedule for bus schedule mailing, back to school nights, special meeting for goal setting in October, upcoming car wash in September and September's White Spotlight, Danielle Martinez.

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EAGLE SCOUT PROJECT

Vasilios Nikolopoulos described his idea to build a greenhouse in the courtyard at the school for his Eagle Scout Project. Mr. Thompson, and the Buildings and Grounds Committee, previously previewed the plans for the project and the Board offered full support and approval for Mr. Nikolopoulos to proceed.

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

A motion was made by Mr. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #11. Motion carried as follows: Ms. Lee – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes and Mr. Boehm – yes.

1. Approve a School Physician

To approve a contract with Dr. Eugene Cullen to serve as our School Physician at the rate of \$2,500 for the 2018-2019 school year.

2. Approve the School Safety Specialist

To approve Dawn Werkheiser as the School Safety Specialist for the 2018-2019 school year.

3. Approve an Anti-Bullying Specialist

To approve Stephanie Quinn as an Anti-Bullying Specialist for the 2018-2019 school year.

4. Approve the 2018-2019 White Township Substitute List

To approve the 2018-2019 White Township Sub Teacher, Paraprofessional, Nurse and Custodian List.

5. Approve Job Descriptions

To approve the following job descriptions:

- Teacher in Charge
- Grade 8 Advisor

6. Approve Extra-Curricular Activity Positions

To approve staff for the following Extra-Curricular Activity Positions:

Margaret Sheneman	Bell Choir/Chorus Advisor (Head)	Year 8	\$2,535*
Anthony Marinelli	Webmaster (Head)	Year 3	\$2,156*
Deirdre Mulligan	G&T Afterschool Activities (Head)	Year 8	\$2,535*
Alison Walsh	Jump Start (Head)	Year 10+	\$2,724*
Kenna Pearson	Art Show (Head)	Year 10	\$2,724*
Nancy Wheatley	Jump Start (Asst)	Year 10+	\$2,535*
Allyson Evans	Jump Start (Asst)	Year 2	\$1,968*
Joan Williams	Jump Start (Asst)	Year 10+	\$2,535*
Amy Stumpe	Drama Club (Head – shared)	Year 1	\$1,078*
Katherine Williams	Drama Club (Head – shared)	Year 1	\$1,078*

*Salary remains at the 2017-2018 rate until settlement of the WTEA contract agreement.

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Block Motion – Personnel

7. Approve Kindergarten Summer Orientation Program

To approve the Kindergarten Orientation program for three days, August 27-29, at a cost for the staff as follows:

Cathleen Gerhardt	\$43.85/hour* – not to exceed 12 hours
Justine Mahon	\$42.22/hour* – not to exceed 12 hours

*Salary remains at the 2017-2018 rate until settlement of the WTEA contract agreement.

8. Approve a Paraprofessional for the 2018-2019 school year

To approve the following paraprofessional for the 2018-2019 school year, as recommended by the CSA: Maryann Heroux Paraprofessional Step 10D not to exceed 4 hrs/day \$16.17*

*Salary remains at the 2017-2018 rate until settlement of the WTEA contract agreement.

9. Approve a Teacher in Charge

To approve Gary Hutchison as Teacher in Charge at the stipend amount of \$5,000 for the 2018-2019 school year.

10. Approve Grade 8 Advisors

To approve Deirdre Mulligan and Tadgh LaBar as Grade 8 Advisors at the stipend amount of \$1,200 each for the 2018-2019 school year.

11. Approve Personnel for Home Instruction

To approve current certified staff to provide home instruction as needed at the direction of the CSA, at the rate of \$35, for the 2018-2019 school year.

TRANSPORTATION

Mrs. Williams noted the Committee met and discussed bus routes and the solicitation for safety patrol members. Mrs. Williams thanked Mr. Thompson for all of his hard work and asked that he pass along thanks to Mrs. Scott for all of her hard work.

POLICY

Ms. Lee noted the Committee met and discussed updates to policies and regulations on the agenda this evening and also clarified the difference between policy and procedures to implement policies.

Block Motion – Policy

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve the following agenda items #1 through # 13. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve a First Reading of Policy and Regulation #1550 – Equal Employment/Anti-Discrimination Practices

To approve a first reading of policy and regulation #1550 – Equal Employment/Anti-Discrimination Practices.

2. Approve a First Reading of Policy and Regulation #1613 – Disclosure and Review of Applicant’s Employment History

To approve a first reading of policy and regulation #1613 – Disclosure and Review of Applicant’s Employment History.

3. Approve a First Reading of Policy #2431 - Athletic Competition

To approve a first reading of policy #2431 – Athletic Competition.

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Block Motion – Policy - continued

4. Approve a First Reading of Regulation #2431.2 – Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad

To approve a first reading of regulation #2431.2 – Medical Examination Prior to Participation on a School Sponsored Interscholastic or Intramural Team or Squad.

5. Approve a First Reading of Policy #2431.8 - Varsity Letters for Interscholastic Extracurricular Activities

To approve a first reading of policy #2431.8 – Varsity Letters for Interscholastic Extracurricular Activities.

6. Approve a First Reading of Policy & Regulation #5350 – Student Suicide Prevention

To approve a first reading of policy & regulation #5350 – Student Suicide Prevention.

7. Approve Suspension of Bylaw #0131

To approve suspension of bylaw #0131 requiring two Board readings to adopt a policy and adopt policy #5512 – Harassment, Intimidation and Bullying with one reading to have this policy effective for September 1, 2018.

8. Approve a Second (final) Reading of Policy #5512 – Harassment, Intimidation, and Bullying

To approve a second (final) reading of policy #5512 – Harassment, Intimidation, and Bullying.

9. Approve a First Reading of Policy #5533 – Student Smoking

To approve a first reading of policy #5533 – Student Smoking.

10. Approve a First Reading of Policy & Regulation #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities

To approve a first reading of policy & regulation #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities.

11. Approve a First Reading of Policy #8462 – Reporting Potentially Missing or Abused Children

To approve a first reading of policy #8462 – Reporting Potentially Missing or Abused Children.

12. Approve a First Reading of Policy #8561 - Procurement Procedures for School Nutrition Programs

To approve a first reading of policy #8561 - Procurement Procedures for School Nutrition Programs.

13. Abolish Regulation #5512 Harassment, Intimidation or Bullying Investigation Procedure

To abolish regulation #5512 Harassment, Intimidation or Bullying Investigation Procedure.

FINANCE

Mrs. Huff noted that the auditors completed the comprehensive annual financial audit, and that everything is in order, and there are no recommendations or findings. Mrs. Huff noted that the auditor will attend the September meeting to review the audit with the group.

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Block Motion – Finance

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

1. Approve June 2018 Board Secretary’s Report and Treasurer’s Report

To approve the June 2018 Board Secretary’s Report and Treasurer’s Report in agreement. After review of the School Business Administrator’s monthly financial reports and upon consultation with the Business Administrator and CSA, this Board of Education does hereby certify that as of June 30, 2018, 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 July 2018 Board Secretary’s Report and Treasurer’s Report

To approve the July 2017 Board Secretary’s Report and Treasurer’s Report in agreement. After review of the School Business Administrator’s monthly financial reports and upon consultation with the Business Administrator and CSA, this Board of Education does hereby certify that as of July 31, 2018, 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.

3. Approve August 2018 Bill List

To approve the payment of the August 2018 bills in the total amount of \$194,664.21 for all funds.

4. Approve Budget Transfers

To approve budget transfers for July 2018 in the amount of \$24,445.88.

5. Approve a Request to Provide Services with the Commission for the Blind and Visually Impaired

To approve a request to provide services contract with the Commission for the Blind and Visually Impaired for one student (ID#6003449155) for Education Level 2 services for the 2018-2019 school year at a cost of \$4,500.

6. Approve a Request to Provide Services with the Commission for the Blind and Visually Impaired

To approve a request to provide services contract with the Commission for the Blind and Visually Impaired for one student (ID#6419827301) for Education Level 1 services for the 2018-2019 school year at a cost of \$1,900.

7. Approve Insurance Liability Coverage to the White Township PTO

To approve extension of the district insurance liability coverage to the White Township PTO while they are acting on behalf of and at the direction of the White Township Board of Education.

8. Approve a Tuition Contract Agreement

To approve a tuition contract with Oxford Township Board of Education for one student #5404077684 to attend the 2018 ESY program for a tuition amount of \$2,386.55 and additional cost of \$1,434.24 for extraordinary services.

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Block Motion – Finance - continued

9. Approve a Contract with Warren County Technical School for Regular and Special Education Instructional and Vocational Programs

To approve a contract with Warren County Technical School for Regular and Special Education Instructional and Vocational Programs for 27 regular education students at \$3,900 per student and for 9 special education students at \$4,000 per student for a total tuition cost of \$141,300 for the 2018-2019 school year and the transportation rate of \$500 per student for a total cost of \$159,300 for the 2018-2019 school year.

CURRICULUM

Mrs. Sroka noted the Committee met and discussed summer curriculum writing and discussed the possibility of introducing cursive writing back in the curriculum. Mrs. Lensi asked if it would be possible to explore different venues for the 8th grade trip next spring before the trip is finalized. Mr. Thompson discussed the challenges of revamping the trip when deposits are due and there are other priorities to focus on.

Block Motion – Curriculum

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

1. Approve a Grade 8 Field Trip

To approve a field trip for approximately 38 grade 8 students to Washington DC June 2–3, 2019. The cost per student will be approximately \$400.

2. Approve Curriculum

To approve the following curriculum:

- Language Arts – Grades K-8
- Social Studies – Grades K-8

3. Approve 8th Grade Fundraisers

To approve the following 8th grade fundraisers for the 2018-2019 school year:

- Aunt Annie’s Pretzels/Cinnabon
- Bake Sale
- Birthday Wall
- Entertainment Books
- Kids Stuff Coupon Book
- Candy Sale (Chocolates on Broadway and/or Gertrude Hawk)
- Car Wash
- Dances (Held at school and organized by 8th grade parents for different grade levels throughout the school year)
- Hughes Pro Holiday Wreaths
- Krispy Kreme Donut Sale
- Double Good Popcorn
- Roadside Clean Up (7th & 8th Grade)
- Used Clothing Drop Off
- Sub/Hoagie Sale

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Block Motion – Curriculum - continued

- Holiday Shopping Bazaar
- Small Game of Chance/Raffle
- Box of Candy Sale
- Yankee Candle Sale/Blue Mountain Candle
- Field Day T-shirts
- Family Diner Night (Earning Proceeds from local diners at specific times)
- Pine River Cheese Products
- Joe Corbi Pizza
- Bon-Ton Coupon Booklet
- Mum/Poinsettia/Easter Flower Sale
- Pool Party held at Belvidere Pool

4. Approve Home Instruction

To approve Home Instruction for one student (SID#4552810184) beginning August 1, 2018 and to be re-evaluated per district policy and state code.

BUILDINGS & GROUNDS

Mrs. Nikolopoulos reported on the following: the repair of some roof leaks and summer custodial work to ready the building for the opening day of school.

Block Motion – Buildings & Grounds

A motion was made by Mrs. Lensi and seconded by Ms. Lee to approve the following agenda items #1 through #6. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve the Indoor Air Quality Plan

To approve the Indoor Air Quality Plan for the 2018-2019 school year

2. Approve the Integrated Pest Management Plan

To approve the Integrated Pest Management Plan for the 2018-2019 school year.

3. Approve a Use of Facility Request

To approve a request from White Township PTO to use the library for their meetings September 10, October 8, November 12 and December 10, 2018 and January 14, February 11, March 11, April 8 and May 13, 2019.

4. Approve a Use of Facility Request

To approve a request from White Township Girls on the Run to use the gymnasium, a classroom and the playing fields for their activities September 2018 – June 2019.

5. Approve a Use of Facility Request

To approve a request from The Work Family Connection for use of the cafeteria for their before and after care program for the 2018-2019 school year.

6. Approve a Use of Facility Request

To approve a use of facility request from the White Township PTO for use of the stage for a book-fair September 28 – October 5, 2018.

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PUBLIC RELATIONS

Ms. Lee noted the Committee met and discussed that the mission for the group is improved communication. Ms. Lee further announced the September White Spotlight will be on Danielle Martinez and noted that the goal of the selection process is to familiarize the school community with staff. The Committee also discussed a concept for student of the month and the expectations, and job description for Webmaster and Facebook.

BHS BOARD MEMBER

No update.

SHARED SERVICES LIAISON COMMITTEE

Mr. Boehm noted he would like to get the Committee together next month.

OLD BUSINESS

Mrs. Lensi asked if the Board will be providing monthly treats for staff. Ms. Lee noted that in previous years the Board had also provided a light snack for teachers on Back-to-School night and she could put together a sign-up sheet for those events.

NEW BUSINESS

Mr. Boehm expressed his gratitude to Mr. Thompson for all his efforts and noted he is excited about everything that is going on at the school.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to acknowledge receipt of no HIB investigations deemed HIB incidents since last meeting. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mr. Fiorentino cautioned Mr. Thompson to make sure he gets his facts right and that there are no further cover-ups.

Mrs. Smith asked what the IAQ (Indoor Air Quality) Plan is. Mrs. Nikolopoulos and Mrs. Huff noted that it's a plan to promote good indoor air quality in the building for our staff and students.

Mr. Parichuk noted that Mr. Thompson will have his hands full straightening things out in the district and hopes that he will take care of some of the issues here.

EXECUTIVE SESSION

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Williams to convene to Executive Session at 8:00 p.m. to discuss a personnel matter. 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 a personnel matter.

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. Nikolopoulos and seconded by Ms. Lee to adjourn the Executive Session at 8:15 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

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ADJOURNMENT

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to adjourn the meeting at 8:16 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary