

# WHITE TOWNSHIP BOARD OF EDUCATION

## REGULAR SESSION MEETING

### MINUTES

**MONDAY**

**MARCH 18, 2019**

**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. Panetta, Ms. Nusser-Meany, Ms. Howell, Mrs. Sroka, Mrs. Lensi, Mrs. Williams, Mrs. Smith and Mrs. Nikolopoulos. William Thompson, CSA and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 8 members of the public.

Mr. Panetta opened the meeting at 6:30 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 Ms. Nusser-Meany to approve the minutes as submitted from the February 25, 2019 Regular Meeting and Executive Session. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

**Ms. Lee arrived at 6:35 p.m.**

#### **CSA REPORT**

Mr. Thompson recognized and praised one of our students that recently participated in the 6<sup>th</sup> grade All Star Band. Mr. Thompson noted Vasilios Nikolopoulos was in attendance and allowed him to provide a brief update on his Eagle Scout greenhouse project. Mr. Thompson noted upcoming dates including the start of Project Positivity, spring pictures, Optical Academy, PARCC testing, and our upcoming QSAC visit.

#### **OPEN PUBLIC COMMENT**

None

#### **COMMITTEE REPORTS**

#### **PERSONNEL**

Mr. Panetta discussed the shared service agreement for business administrator services, continuation of the relationship with the Comegno Law Firm, and continued work on the master schedule.

#### **Block Motion – Personnel**

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to approve the following agenda items #1 - #2. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

#### **1. Approve an Extra-Curricular Activity Position**

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

Stewart Quinn                      Archery Club (Head)                      Year 2 (spring)\$1,108

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#### **Block Motion – Personnel**

##### 2. Approve a Request for a Maternity/Disability Leave of Absence

To approve a request from Erica Puskas for a maternity/disability leave of absence to commence on or about June 3, 2019 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 November 25, 2019.

#### **TRANSPORTATION**

Ms. Howell noted the Committee discussed management and communication of future road closures with the Bus Company and administration, continuation of the current number of bus routes for the 2019-2020 school year, and a parental transportation contract.

#### **Motion – Transportation**

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

##### 1. Approve a Parental Transportation Contract

To approve a parental transportation contract (1819JB1) for student #4552810184 for transportation to Great Meadows Middle School, February 7 – June 30, 2019, for a total contract of \$ 4,193.28.

#### **POLICY**

Ms. Lee noted the Committee discussed management of our 1:1 Chromebook initiative, the smoking policy and how it addresses “vaping”, revisions to the current attendance policy, and second reads of policy and regulations this evening.

#### **Block Motion – Policy**

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve the following agenda items #1 through #19. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

##### 1. Approve a Second Reading of Policy #0141.1 – Board Member and Term – Sending District

To approve a second reading of policy #0141.1 – Board Member and Term – Sending District

##### 2. Approve a Second Reading of Policy #2422 – Health and Physical Education

To approve a second reading of policy #2422 – Health and Physical Education

##### 3. Approve a Second Reading of Policy #2610 – Educational Program Evaluation

To approve a second reading of policy #2610 – Educational Program Evaluation

##### 4. Approve a Second Reading of Policy #4219 – Commercial Driver’s License Controlled Substance and Alcohol Use Testing

To approve a second reading of policy #4219 – Commercial Driver’s License Controlled Substance and Alcohol Use Testing

##### 5. Approve a Second Reading of Policy and Regulation #5111 – Eligibility of Resident/Nonresident Students

To approve a second reading of policy and regulation #5111 – Eligibility of Resident/Nonresident Students

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**Block Motion – Policy - continued**

6. Approve a Second Reading of Policy and Regulation #5330.04 – Administering an Opioid Antidote

To approve a second reading of policy and regulation #5330.04 – Administering an Opioid Antidote

7. Approve a Second Reading of Policy #5337 – Service Animals

To approve a second reading of policy #5337 – Service Animals

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

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

9. Approve a Second Reading of Policy and Regulation #7440 – School District Security

To approve a second reading of policy and regulation #7440 – School District Security

10. Approve a Second Reading of Policy #8561 – Procurement Procedures for School Nutrition Programs

To approve a second reading of policy #8561 – Procurement Procedures for School Nutrition Programs

11. Approve a Second Reading of Policy #8860 - Memorials

To approve a second reading of policy #8860 – Memorials

12. Approve a Second Reading of Policy #2415.06 – Unsafe School Choice Option

To approve a second reading of policy #2415.06 – Unsafe School Choice Option

13. Approve a Second Reading of Regulation #2460.8 – Special Education – Free and Appropriate Public Education

To approve a second reading of regulation #2460.8 – Special Education – Free and Appropriate Public Education

14. Approve a Second Reading of Regulation #5530 – Substance Abuse

To approve a second reading of regulation #5530 – Substance Abuse

15. Approve a Second Reading of Policy and Regulation #5600 – Student Discipline/Code of Conduct

To approve a second reading of policy and regulation #5600 – Student Discipline/Code of Conduct

16. Approve a Second Reading of Policy and Regulation #5611 – Removal of Students for Firearms Offenses

To approve a second reading of policy and regulation #5611 – Removal of Students for Firearms Offenses

17. Approve a Second Reading of Policy and Regulation #5612 – Assaults on District Board of Education Members or Employees

To approve a second reading of policy and regulation #5612 – Assaults on District Board of Education Members or Employees

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### Block Motion – Policy - continued

18. Approve a Second Reading of Policy and Regulation #5613 – Removal of Students for Assaults with Weapons Offenses

To approve a second reading of policy and regulation #5613 – Removal of Students for Assaults with Weapons Offenses

19. Approve a Second Reading of Policy and Regulation #8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses

To approve a second reading of policy and regulation #8461 – Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Offenses

### FINANCE

Mrs. Sroka noted that the Committee met and reviewed a proposed budget which includes no reduction in staff, technology upgrades including a 1:1 Chromebook initiative, new library and STEM materials, as well as additional monies for Clubs. Mrs. Sroka noted that the district continues to look for ways to contain costs including a change in health care benefit providers and shared services for business administrator and child study team services. Mrs. Sroka noted that even with these and other cost containment measures, the loss of state aid will necessitate an increase in the local tax levy. Mrs. Sroka noted that we'll use banked cap to exceed the 2% cap on the local tax levy and increase the tax levy 3.5%, or an increase of 4.5 cents, on the tax rate which would equate to an increase of \$117/year for a homeowner in the Township with an average assessed home valuation of \$259,471.

### APPROVE A TENTATIVE BUDGET FOR THE 2019-2020 SCHOOL YEAR FOR SUBMISSION TO THE COUNTY OFFICE

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve a tentative budget for the 2019-2020 school year for submission to the County Office. This budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the New Jersey Student Learning Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. This budget proposes the use of \$111,395 of banked cap to support the 2019-2020 general fund budget due to the loss of \$139,150 in state aid funding for the 2019-2020 school year. Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Smith – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Ms. Lee – yes and Mr. Panetta – yes.

#### Expenditures

General Current Expense	\$ 9,251,216
Capital Outlay	\$ 135,105
Charter School	\$ 123,266
Special Revenue Fund	\$ 100,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,609,587</b>

#### Revenue

General Fund	
Budgeted Fund Balance	\$ 368,461
Withdrawal from Tuition Res	\$ 150,000
Withdrawal from Capital Res	\$ 125,000
Withdrawal from Maint. Res	\$ 50,000
Local Tax Levy	\$ 7,265,322
Misc. Revenue	\$ 35,000
State Aid	\$ 1,515,804
Special Revenue Fund	
State Aid	\$ 0
Federal Aid	\$ 100,000
<b>TOTAL REVENUE</b>	<b>\$ 9,609,587</b>

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As per N.J.A.C. 6A:23 A-7.3(a), the proposed budget provides for a maximum expenditure amount that may be allotted for travel and expense reimbursement. The 2019-2020 tentative budget includes a maximum travel appropriation of \$4,000. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

**ACKNOWLEDGE RECEIPT OF STATE AID ALLOCATION**  
**FOR THE 2019-20 SCHOOL YEAR**

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to acknowledge receipt of state aid allocation amounts for the 2019-2020 school year as follows:

Equalization Aid	\$ 581,054
Transportation Aid	\$ 249,609
Spec Ed Categorical Aid	\$ 335,067
Security Aid	\$ 49,562
Adjustment Aid	\$ 300,512
TOTAL General Fund:	\$1,515,804

Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Smith – yes, Mrs. Williams – yes, Mrs. Nikolopoulos – yes, Ms. Lee – yes and Mr. Panetta – yes.

**Block Motion – Finance**

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #5. Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Smith – abstain, Mrs. Williams – yes #1-4, abstain #5, Mrs. Nikolopoulos – yes, Ms. Lee – yes and Mr. Panetta – yes.

1. Approve February 2019 Board Secretary’s Report and Treasurer’s Report

To approve the February 2019 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 February 28, 2019, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10(a),(b)and(c), and that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year.

2. Approve March 2019 Bill List

To approve the payment of the March 2019 bills in the total amount of \$677,749.68 for all funds.

3. Approve February 2019 Cafeteria Bills

To approve the payment of the February 2019 Cafeteria bills in the amount of \$4,143.91.

4. Approve Budget Transfers

To approve budget transfers for February 2019 in the amount of \$137,458.23.

5. Approve a Tuition Contract Agreement

To approve a tuition contract agreement with Oxford Township Board of Education for the 2018-2019 school year for one student (SID#5404077684) to attend at a yearly cost of tuition, \$18,711, the cost of the personal aide of \$23,595, and the cost of the extraordinary fees all prorated to a start date of February 13, 2019.

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### CURRICULUM

Mrs. Sroka reported on continued work on a master schedule for next school year, our upcoming QSAC visit, summer curriculum writing and benchmarks, as well as work on the district calendar for the 2019-2020 school year.

#### Block Motion – Curriculum

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve the following agenda items #1 through #7. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

1. Approve a Fundraiser

To approve a Drama Club t-shirt fundraiser to raise funds for club activities.

2. Approve a Field Trip for Preschool

To approve a field trip for approximately 18 preschool students to DaVinci Science Center on April 1, 2019. The cost per student is \$11.50 and the cost for the bus transportation is \$300.

3. Approve a Field Trip for Grade 3

To approve a field trip for approximately 28 grade 3 students to DaVinci Science Center on May 20, 2019. The cost per student is \$11.50 and the cost of the bus transportation is \$320.

4. Approve a Field Trip for Kindergarten

To approve a field trip for approximately 23 Kindergarten students to Klein Farms Dairy and Creamery on May 15, 2019. The cost per student is \$8 and the cost of the bus transportation is \$300.

5. Approve a Field Trip for STEM Club

To approve a field trip for approximately 20 STEM club members to Hackettstown, NJ for the Junior Solar Sprint Event on May 13, 2019. There is no cost per student and the cost of the bus transportation is \$275.

6. Approve a Field Trip for Grade 7/8 GEM

To approve a field trip for approximately 6 grade 7/8 GEM students to Mansfield Elementary School for a WCCSE program: Mansfield Township Video Expo on May 10, 2019. There are no costs for this field trip, parents will transport.

7. Approve a Field Trip for Grade 7/8 GEM

To approve a field trip for approximately 8 grade 7/8 GEM students to North Warren Middle School for a WCCSE program: Battle of the Books on April 16, 2019. There are no costs for this field trip, parents will transport.

### BUILDINGS & GROUNDS

Mrs. Nikolopoulos discussed capital project plans for the summer including installation of the LENS system, as well as two planned floor replacement projects.

#### Block Motion – Buildings & Grounds

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 – 9, Nays – 0, Abstentions – 0.

1. Approve a Use of Facility Request

To approve a request from Girl Scout Troop #95041 for use of the cafeteria or gymnasium for monthly meetings.

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

#### **2. Approve a Use of Facility Request**

To approve a request from White Township Youth Athletic Association for use of the gymnasium and playing field for softball from March 22 – June 12, 2019.

### **PUBLIC RELATIONS**

Mrs. Lensi announced that Mrs. Rosano will be highlighted as the March “White Spotlight”.

### **BHS BOARD MEMBER**

Mrs. Williams noted that Belvidere discussed their proposed budget for the 2019-2020 school year and their district will actually receive an increase in state funding. Mrs. Williams further noted that the group discussed closing the Third Street School and work on an agreement for shared Child Study Team services with cluster districts.

### **SHARED SERVICES LIAISON COMMITTEE**

Ms. Lee noted that the Committee met with representatives from Hope Township Board of Education and discussed the benefits of the plan for cluster-wide Child Study Team services and development of an agreement for this model, as well as discussed the process for approving the Business Administrator’s contract for the 2019-2020 school year.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **ACKNOWLEDGE RECEIPT OF HIB INCIDENTS**

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to acknowledge receipt of no HIB investigations deemed HIB incidents since last meeting. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

### **OPEN PUBLIC COMMENT**

Mrs. Wheatley expressed concern that the district may not have input on staffing decisions if Belvidere employs the staff in the proposed cluster-wide shared service for Child Study Team services. Mr. Thompson noted that the Superintendents are currently reviewing an agreement to govern the share which would include language that speaks to oversight of the staff.

### **EXECUTIVE SESSION**

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Howell to convene to Executive Session at 7:40 p.m. to discuss a student issue. 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 a student issue.

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 Ms. Howell and seconded by Mrs. Williams to adjourn the Executive Session at 8:09 p.m. Motion carried as follows: Ayes – 9, 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 8:10 p.m. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

Respectfully Submitted,



Dawn Huff  
Business Administrator  
Board Secretary