

# WHITE TOWNSHIP BOARD OF EDUCATION

## REGULAR SESSION MEETING

### MINUTES

**MONDAY**

**SEPTEMBER 23, 2019**

**6:30 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: Mr. Panetta, Ms. Nusser-Meany, Ms. Howell, Mrs. Sroka, Mrs. Lensi, Mr. Havlusch, and Mrs. Williams. William Thompson, CSA and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 8 members of the public. Mrs. Nikolopoulos was unable to attend.

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.

#### **CSA REPORT**

Mr. Thompson reported on the smooth start to the school year as well as good attendance and positive vibes at the Back-to-School Nights. Mr. Thompson discussed the initiatives and goals for this school year as well as upcoming dates including Picture Day, the PTO walkathon, the PTO Book Fair, the PTO Tricky Tray, Respect Week, and an upcoming Cyberbullying Presentation. Mr. Thompson also noted that our October White Spotlight will be Mrs. Williams.

**Mrs. Smith arrived at 6:34 p.m.**

#### **OPEN PUBLIC COMMENT**

None

#### **APPROVE MEETING MINUTES**

A motion was made by Mrs. Lensi and seconded by Mrs. Sroka to approve the minutes as submitted from the July 22, 2019 Regular Session Meeting. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

#### **CORRESPONDENCE & ANNOUNCEMENTS**

None

#### **COMMITTEE REPORTS**

#### **PERSONNEL**

##### **Block Motion – Personnel**

A motion was made by Mrs. Lensi and seconded by Mrs. Sroka to approve the following agenda items #1 through #8. Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mr. Havlusch – yes, Mrs. Smith – yes, Mrs. Williams – yes, and Mr. Panetta – yes.

##### **1. Approve Additional Substitute Teachers**

To approve Olivia Simone and Danielle Witt as additional substitute teachers for the 2019-2020 school year.

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#### **Block Motion – Personnel - continued**

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

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 December 9, 2019. *This motion replaces the original motion approved March 18, 2019.*

3. Approve a Substitute Principal

To approve Ryanne Bigelli as a Substitute Principal.

4. Approve a Psychological Evaluation Provider

To approve Dr. Lee Monday to provide individual structured psychological interviews and assessments at a cost of \$250 per assessment for the 2019-2020 school year.

5. Approve a Teacher Mentor

To approve Katie Williams as a Novice Teacher Mentor for Alexis Smith for the 2019-2020 school year.

6. Approve a Paraprofessional for the 2019-2020 school year - Revised

To accept the recommendation of the CSA to revise the contract approval for Joan Williams as a paraprofessional for the 2019-2020 school year to, not to exceed, 5.25 hours/day. *This motion replaces the original motion approved August 19, 2019.*

7. Approve a Leave Replacement

To accept the recommendation of the CSA to approve Yvonne Mathez as a World Language Teacher Leave Replacement, at a per diem rate of \$286.45, based on MA Step 1. *Start date pending Criminal History and Chapter 5 clearance.*

8. Approve a Home Instructor

To approve Christina Santoro as a home instructor at the rate of \$42.00/hour. *Start date pending Criminal History and Chapter 5 clearance.*

#### **TRANSPORTATION**

Ms. Howell noted that the first week of bussing has gone well and discussed a new law which will require the bus company to display identifying information on their busses.

#### **POLICY**

##### **Block Motion – Policy**

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

1. Approve a First Reading of Policy & Regulation #1642 – Earned Sick Leave Law

To approve a first reading of policy & regulation #1642 – Earned Sick Leave Law

2. Approve Memorandum of Agreement with the New Jersey State Police

To approve the Memorandum of Agreement with the New Jersey State Police for the 2019-2020 school year.

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### FINANCE

#### Block Motion – Finance

A motion was made by Mrs. Lensi and seconded by Ms. Howell to approve the following agenda items #1 through #6. Motion carried as follows: Ms. Nusser-Meany – yes – abstain #4: bullet #1, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mr. Havlusch – yes– abstain #4: bullet#1, Mrs. Smith – yes, Mrs. Williams – yes, and Mr. Panetta – yes.

#### 1. Approve August 2019 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 August 2019 and further that, in compliance with N.J.A.C. 6A:23A-16-10(c)4, the Board of Education certifies that as of August 2019, 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, Dawn Huff, Board Secretary, hereby certify that no line account has been over expended as of August 31, 2019.

#### 2. Approve September 2019 Bill List

To approve the payment of the September 2019 bills in the total amount of \$841,470.37 for all funds.

#### 3. Approve Budget Transfers

To approve budget transfers for August 2019 in the amount of \$2,294.14.

#### 4. Approve Board Member/Staff Travel

To approve the following Board Member/Staff Travel:

- Michelle Nusser-Meany to attend the New Jersey School Boards Association “Workshop 2019”, October 21-24, 2019, in Atlantic City, NJ. The cost of the workshop registration is \$375 and mileage reimbursement not to exceed \$100.
- Margaret Sheneman to attend Conversational Solfege Level 3, November 8-9 and 15-16, 2019, in Princeton, NJ. The cost of the program is \$500.
- Lisa Rosano and Cassie Baker to attend Professional Training in ABA Teaching Strategies, October 24-25, 2019, in Hamilton, NJ. The cost of the training is \$250 per staff member and mileage reimbursement not to exceed \$180.
- Stephanie Quinn, Lisa Rosano, Gary Hutchison and Cassie Baker to attend CPI Training, October 14, 2019, in Hampton, NJ. The cost of the training is \$50 per staff member and mileage reimbursement not to exceed \$40.
- Katie Williams to attend Mentoring for Quality & Sustainability, October 14, 2019, in Hackettstown, NJ. The cost of the workshop is \$40 and mileage reimbursement not to exceed \$10.

#### 5. Approve a Budget Calendar

To approve a budget calendar for the 2020-2021 budget cycle.

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### Block Motion – Finance - continued

6. Approve a Tuition Contract with Shepard School - Revised

To approve a tuition contract agreement for one student (ID#4389886258) to attend Shepard School for the 2019-2020 school year at a tuition rate of \$57,485.79 and the cost of the extraordinary services of \$27,440.85.

### CURRICULUM

Mrs. Sroka noted that the Committee discussed the Chromebook Initiative, the new schedule, preschool enrollment, NJSLA scores and clubs for the 2019-2020 school year.

### Block Motion – Curriculum

A motion was made by Mrs. Lensi and seconded by Mr. Havlusch to approve the following agenda items #1 through #9. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve a Field Trip for Grade 7&8

To approve a field trip for approximately 60 grade 7&8 students to Belvidere High School, Belvidere, NJ on December 13, 2019 for their music show. The cost of the bus transportation is \$165.

2. Approve a Field Trip for Grade 6

To approve a field trip for approximately 30 grade 6 students to Medieval Times, Lyndhurst, NJ on May 27, 2020. The cost per student for the trip is \$37 and the cost of the bus transportation is \$300.

3. Approve a Field Trip for Preschool

To approve a field trip for approximately 20 preschool students to Donaldsons Farms, Mansfield, NJ on October 16, 2019. The cost per student for the trip is \$16 and the cost of the bus transportation is \$220.

4. Approve a Field Trip for Grade 1

To approve a field trip for approximately 25 grade 1 students to Laubach Pumpkin Patch, Phillipsburg, NJ on October 11, 2019. The cost of the bus transportation is \$120.

5. Approve a Field Trip for Grade 5&6 GEM

To approve a field trip for approximately 12 grade 5&6 GEM students to Harmony Township School, Phillipsburg, NJ on November 13, 2019 for Battle of the Minds. There is no cost for transportation, parents will transport.

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

To approve a field trip for approximately 12 grade 7&8 GEM students to Warren Hills Middle School, Washington, NJ on November 18, 2019 for Battle of the Minds. There is no cost for transportation, parents will transport.

7. Approve a Field Trip for Drama Club

To approve a field trip for approximately 44 drama club members to Phantom of the Opera workshop and play, New York, NY on November 14, 2019. The cost per student is \$65 and the cost of the bus transportation is \$570.

8. Approve a Field Trip for Grade 8

To approve a field trip for approximately 29 grade 8 students to Washington, D.C. on May 27-29, 2020. The cost per student is \$400.

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### Block Motion – Curriculum - continued

#### 9. Approve a Field Trip for Grade 4 GEM

To approve a field trip for approximately 10 grade 4 GEM students to Evangelical Free Church, Blairstown, NJ on October 30, 2019 for Mindnastics. The cost of the bus transportation will be shared with other districts attending the event.

### BUILDINGS & GROUNDS

#### Block Motion – Buildings & Grounds

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

#### 1. Approve a Snow Removal Contractor for the 2019-2020 School Year

To approve Shoemaker & Lynch, Inc. for snow removal for the 2019-2020 school year at the following rates:

Salting	\$123.00 per hour
Salt per ton	\$140.00
Plowing	\$123.00 per hour

#### 2. Appoint Emergency Service Providers for the 2019-2020 School Year

To appoint the following emergency service providers to repair and maintain specific equipment and systems in the school building for the 2019-2020 school year:

Electrical	Preferred Electrical, Kope Electric or Shade Tree Electric
Roof Repair	J. Wilson Enterprises or Barrett Roofing Inc.
Air Conditioning Units	Elliot Lewis Corporation
Heating System Controls	Johnson Controls
Plumbing	Hobbie Heat & Power, Inc., All American Plumbing, Iron Mountain Mechanical, Colaluce Well & Pump Service or J&R Drilling

#### 3. Approve a Use of Facility Request

To approve a request from Belvidere High School Girls Soccer for use of the parking lot on September 28, 2019 for a car wash.

#### 4. Approve a Use of Facility Request

To approve a request from the 8<sup>th</sup> grade class for use of the cafeteria November 25-26, 2019 for babysitting during conferences.

#### 5. Approve a Use of Facility Request

To approve a request from Girl Scout Troop 95041 for use of the cafeteria the last Monday of every month for troop meetings.

#### 6. Approve a Use of Facility Request

To approve a use of facility request from the White Township PTO for Project Positivity painting October 9, November 19, and December 12, 2019.

### PUBLIC RELATIONS

Mrs. Lensi noted the group discussed student presentations at Board meetings and continued work on updating the school website. Mrs. Lensi also noted that the Committee is supportive of the Board not taking a position on the warehouse issue in the Township but will continue to remain knowledgeable with regard to the project.

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### **BHS BOARD MEMBER**

Mrs. Williams noted that Belvidere has their staff and students on one campus this school year since the closing of Third Street School. Mrs. Williams discussed some crowding issues in the cafeteria as well as updates to the Media Center.

### **SHARED SERVICES LIAISON COMMITTEE**

No updates.

### **OLD BUSINESS**

- **APPROVE A CONTRACT AGREEMENT WITH THE WHITE TOWNSHIP EDUCATION ASSOCIATION**

A motion was made by Mrs. Sroka and seconded by Mrs. Lensi to approve a contract agreement with the White Township Education Association for the period July 1, 2019 to June 30, 2022. Motion carried as follows: Ms. Nusser-Meany – yes, Ms. Howell – yes, Mrs. Sroka – yes, Mrs. Lensi – abstain, Mr. Havlusch – yes, Mrs. Smith – yes, Mrs. Williams – yes, and Mr. Panetta – yes.

- **APPROVE THE 2019-2020 DISTRICT GOALS**

A motion was made by Mrs. Sroka and seconded by Mrs. Lensi to approve the following District Goals for the 2019-2020 school year. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions - 0.

1. Improve the learning environment for all stakeholders in an effort to maximize students' social, emotional and academic growth.
2. Focus on maximizing student achievement via various initiatives including implementation of the new master schedule, increased access to Chrome Books, and personalized learning.

- **APPROVE THE 2019-2020 BOARD GOAL**

A motion was made by Mrs. Sroka and seconded by Mrs. Lensi to approve the following Board Goal for the 2019-2020 school year. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions - 0.

1. Development of a Strategic Plan that will serve as a guide for the District in striving to maximize its students' potential.

### **NEW BUSINESS**

Mr. Panetta noted that he will be out on medical leave from October 8 until he is able to return.

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

A motion was made by Mrs. Lensi and seconded by Mrs. Sroka to acknowledge receipt of one HIB investigation deemed a HIB incident since last meeting. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

### **OPEN PUBLIC COMMENT**

Mrs. Evans commended the Board on the time and commitment they give to the district and assured Board members that all of the effort is a benefit to students and staff of the school and is much appreciated.

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**ADJOURNMENT**

A motion was made by Mrs. Lensi and seconded by Mrs. Sroka to adjourn the meeting at 7:12 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff  
Business Administrator  
Board Secretary