

# WHITE TOWNSHIP BOARD OF EDUCATION

## REGULAR SESSION MEETING

### MINUTES

**MONDAY**

**MARCH 22, 2021**

**6:30 PM**

The Regular Meeting of the White Township Board of Education was held on the above date in the White Township School Gym, Belvidere, NJ with the following members in attendance at roll call: Mr. Panetta, Ms. Nusser-Meany, Ms. Howell, Mr. Murray, Mr. Havlusch, Mrs. Smith, and Mrs. Williams. William Thompson, CSA and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 12 members of the public. Mrs. Sroka and Mrs. Lensi were unable to attend.

Mr. Panetta opened the meeting at 6:35 p.m. and stated that in accordance with the State's Sunshine Law, adequate notice of this meeting was provided and that copies of this notice, along with a meeting agenda, have been placed in the Board Office, posted on the District website, and sent to the Township Clerk, in accordance with the Open Public Meetings Act.

#### **CSA REPORT**

Mr. Thompson recognized our February and March "Students of the Month" and presented them with certificates. Mr. Thompson provided the group with a COVID 19 update. Mr. Thompson thanked all the parent volunteers that came out this weekend to begin installation of the new playground and noted that this work will continue next weekend. Mr. Thompson reported that the State applied for a waiver from the NJSLA testing requirement but, to date, the testing has only been postponed. Mr. Thompson reviewed upcoming dates including Spring Picture Day and Spring Break.

#### **OPEN PUBLIC COMMENT**

None

#### **APPROVE MEETING MINUTES**

A motion was made by Mr. Murray and seconded by Ms. Howell to approve the minutes as submitted from the February 22, 2021 Regular Session Meeting. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

#### **CORRESPONDENCE & ANNOUNCEMENTS**

Mrs. Huff reviewed two addendums to the agenda this evening.

#### **COMMITTEE REPORTS**

#### **PERSONNEL**

##### **Block Motion – Personnel**

A motion was made by Mr. Murray and seconded by Mrs. Williams to approve the following agenda items #1 through #2. Motion carried as follows: Mr. Havlusch – yes, Ms. Howell – yes, Mr. Murray – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Smith – yes, and Mrs. Williams – yes.

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### Block Motion – Personnel - continued

#### 1. Approve a Substitute Nurse and Substitute Custodian

To approve Brianne Wheatley as a substitute nurse and Richard Fielding as a substitute custodian for the remainder of the 2020-2021 school year.

#### 2. Accept a Resignation

To accept a letter of resignation from Melissa Barofski, effective June 30, 2021, for the purpose of retirement.

### CURRICULUM

Ms. Nusser-Meany noted the Committee discussed how financial literacy will be addressed in grades 6-8, the format for the proposed Summer Academy, a COVID 19 update, and the calendar and master schedule for the 2021-2022 school year.

### OPERATIONS

Mrs. Huff provided an overview of the proposed budget for the 2021-2022 school year and noted there are no personnel or program cuts. Mrs. Huff noted the budget includes funds to support expansion of the current Preschool program, continuation of the online World Language program, new desktop computers for the lab, classroom projectors, and curriculum resources. The budget will also support a Summer Academy program, expand the Jumpstart program, and expand the club offerings for students. Mrs. Huff noted that while the general fund expenditures are down about \$140,000, mainly due to a retirement and a large high school tuition reconciliation, the loss of 22% of our state aid will necessitate an increase of the local tax levy. Mrs. Huff noted that we will use banked cap to exceed the 2% cap and increase the local tax levy 3%. Mrs. Huff explained that this would equate to a tax increase of \$104/year for the average homeowner in the Township owning a home assessed at \$259,000.

### APPROVE A TENTATIVE BUDGET FOR THE 2021-2022 SCHOOL YEAR FOR SUBMISSION TO THE COUNTY OFFICE

A motion was made by Ms. Nusser-Meany and seconded by Mr. Murray to approve a tentative budget for the 2021-2022 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. The budget proposes the use of \$74,833 in banked cap in the 2021-2022 base budget, and the need for the funds will be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time.

#### Expenditures

General Current Expense	\$ 9,094,410
Capital Outlay	\$ 7,605
Charter School	\$ 81,662
Special Revenue Fund	\$ 115,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 9,298,677</b>

#### Revenue

General Fund	
Budgeted Fund Balance	\$ 295,371
Withdrawal from Tuition Res	\$ 125,000
Local Tax Levy	\$ 7,707,779
Misc. Revenue	\$ 41,000
State Aid	\$ 1,014,527
Special Revenue Fund	
State Aid	\$ 0
Federal Aid	\$ 115,000
<b>TOTAL REVENUE</b>	<b>\$ 9,298,677</b>

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**Approval of a Tentative Budget for the 2021-2022 School Year - continued**

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 2021-2022 tentative budget includes a maximum travel appropriation of \$7,000. The School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded. Motion carried as follows: Mr. Havlusch – yes, Ms. Howell – yes, Mr. Murray – yes, Ms. Nusser-Meany – yes, Mr. Panetta – yes, Mrs. Smith – yes, and Mrs. Williams – yes.

**ACKNOWLEDGE RECEIPT OF STATE AID ALLOCATION**  
**FOR THE 2021-22 SCHOOL YEAR**

A motion was made by Mr. Havlusch and seconded by Ms. Howell to acknowledge receipt of state aid allocation amounts for the 2021-2022 school year as follows: Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

Equalization Aid	\$ 380,289
Transportation Aid	\$ 249,609
Spec Ed Categorical Aid	\$ 335,067
Security Aid	\$ 49,562
TOTAL:	\$1,014,527

Mr. Murray noted the Committee discussed budget development, childcare options for next school year, managing recent requests for use of the facility, and the cluster-wide feasibility study.

**Block Motion – Operations**

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

**1. Approve February 2021 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 February 2021 and further that, in compliance with N.J.A.C. 6A:23A-16-10(c)4, the Board of Education certifies that as of February 28, 2021, 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 February 28, 2021.

**2. Approve March 2021 Bill List**

To approve the payment of the March 2021 bills in the total amount of \$885,297.19 for all funds.

**3. Approve Budget Transfers**

To approve budget transfers for February 2021 in the amount of \$24,000.

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#### **Block Motion – Operations - continued**

4. Approve a Use of Facility Request

To approve a request from the White Township PTO for use of the gymnasium for the Book Fair April 12-16, 2021.

5. Approve a Use of Facility Request

To approve a use of facility request from the White Township PTO for use of the gymnasium for meetings April 12 and May 10, 2021.

#### **GOVERNANCE**

Mr. Murray noted that the Committee discussed different format options for future Board meetings, and reviewed policies included for update in policy alert 222.

#### **Block Motion – Governance**

A motion was made by Ms. Nusser-Meany and seconded by Mrs. Williams to approve the following agenda items #1 through #21. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

1. Approve a First Reading of Policy #0145 – Board Member Resignation and Removal

To approve a first reading of policy #0145 – Board Member Resignation and Removal

2. Approve a First Reading of Policy #0164.6 – Remote Public Board Meetings During a Declared Emergency

To approve a first reading of policy #0164.6 - Remote Public Board Meetings During a Declared Emergency

3. Approve a First Reading of Regulation #1642 – Earned Sick Leave Law

To approve a first reading of regulation #1642 - Earned Sick Leave Law

4. Approve a First Reading of Policy #1643 – Family Leave

To approve a first reading of policy #1643 – Family Leave

5. Approve the Abolishment of Policy #3431.1 – Family Leave

To approve the abolishment of policy #3431.1 – Family Leave

6. Approve the Abolishment of Policy #4431.1 – Family Leave

To approve the abolishment of policy #4431.1 – Family Leave

7. Approve the Abolishment of Policy #3431.3 – New Jersey Family Leave Insurance Program

To approve the abolishment of policy #3431.3 – New Jersey Family Leave Insurance Program

8. Approve the Abolishment of Policy #4431.3 – New Jersey Family Leave Insurance Program

To approve the abolishment of policy #4431.3 – New Jersey Family Leave Insurance Program

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### Block Motion – Governance - continued

9. Approve a First Reading of Policy & Regulation #5330.01 – Administration of Medical Cannabis

To approve the first reading of policy & regulation #5330.01 – Administration of Medical Cannabis

10. Approve a First Reading of Policy & Regulation #7425 – Lead Testing of Water in Schools

To approve the first reading of policy & regulation #7425 – Lead Testing of Water in Schools

11. Approve the Abolishment of Policy & Regulation #7430 – School Safety

To approve the abolishment of policy & regulation #7430 – School Safety

12. Approve a First Reading of Policy #2415 – Every Student Succeeds Act

To approve a first reading of policy #2415 - Every Student Succeeds Act

13. Approve the Abolishment of Policy #2415.01 – Academic Standards, Academic Assessments, and Accountability

To approve the abolishment of policy #2415.01 – Academic Standards, Academic Assessments, and Accountability

14. Approve a First Reading of Policy #2415.02 – Title I – Fiscal Responsibilities

To approve a first reading of policy #2415.02 – Title I – Fiscal Responsibilities

15. Approve the Abolishment of Policy #2415.03 – Highly Qualified Teachers

To approve the abolishment of policy #2415.03 – Highly Qualified Teachers

16. Approve a First Reading of Policy #2415.05 – Student Surveys, Analysis, and/or Evaluations

To approve a first reading of policy #2415.05 – Student Surveys, Analysis, and/or Evaluations

17. Approve a First Reading of Policy & Regulation #2415.20 – Every Student Succeeds Act Complaints

To approve the first reading of policy & regulation #2415.20 – Every Student Succeeds Act Complaints

18. Approve a First Reading of Policy #4125 – Employment of Support Staff Members

To approve a first reading of policy #4125 – Employment of Support Staff Members

19. Approve a First Reading of Policy #6360 – Political Contributions

To approve a first reading of policy #6360 – Political Contributions

20. Approve a First Reading of Policy #8330 – Student Records

To approve a first reading of policy #8330 – Student Records

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**Block Motion – Governance - continued**

21. Approve a First Reading of Policy #9713 – Recruitment by Special Interest Groups

To approve a first reading of policy #9713 – Recruitment by Special Interest Groups

**BHS BOARD MEMBER**

Mrs. Williams noted that Belvidere has decided to use Strauss Esmay Assoc. for their policy and regulation consulting services. Mrs. Williams further reported on Link-It testing, the creation of informational videos designed to welcome incoming Freshman, the difficulty securing classroom substitutes at this time, and preliminary budget approval.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ACKNOWLEDGE RECEIPT OF HIB INCIDENTS**

A motion was made by Mrs. Smith and seconded by Mrs. Williams to acknowledge receipt of one pending HIB investigation deemed a HIB incident since last meeting. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

**OPEN PUBLIC COMMENT**

None

**ADJOURNMENT**

A motion was made by Mrs. Williams and seconded by Ms. Nusser-Meany to adjourn the meeting at 7:38 p.m. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions - 0.

Respectfully Submitted,

Dawn Huff  
Business Administrator  
Board Secretary