

# WHITE TOWNSHIP BOARD OF EDUCATION

## REGULAR SESSION MEETING

### MINUTES

**MONDAY**

**AUGUST 24, 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: 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. Mr. Abrams, Mrs. Rowe and Mrs. Lensi were unable to attend.

Mr. Panetta opened the meeting at 7:30 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.

Ms. Lee expressed concern that the minutes did not appropriately describe her concerns from the previous meeting. It was suggested that future meetings be recorded to better reflect the dialogue. Mr. Panetta suggested that the group discuss what minutes should reflect with their representative from NJSBA on Thursday evening.

#### **APPROVE MEETING MINUTES**

A motion was made by Mr. Rader and seconded by Mrs. Martowicz to approve the minutes as submitted from the July 27, 2015 Regular Session Meeting. Motion failed as follows: Ms. Lee – no, Mrs. Sroka – no, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes and Mr. Boehm – yes.

#### **OPEN PUBLIC COMMENT**

Mr. Call expressed concern that the district pay for substitute teachers has not changed in seven years and asked that the Board consider adjusting the rate for the future. The Board asked Mr. Slattery to gather some rate data from area districts as they consider a change.

Mrs. Bloch, PTO President, noted that it's sometimes difficult to plan ahead for events in enough time to attain Board approval for use of the school building. Mr. Slattery suggested that the group submit requests for activities as soon as available and he can then approve adjustments to a date provided that the Board approved the activity.

#### **CORRESPONDENCE & ANNOUNCEMENTS**

Mrs. Huff noted an addendum which includes three additional finance motions for consideration.

#### **COMMITTEE REPORTS**

#### **PERSONNEL**

##### **Block Motion – Personnel**

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

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### Block Motion – Personnel - continued

1. Approve Emergency Coverage

To approve the use of Paraprofessionals, Michelle Bisci, Jessica Lenehan, Kim Shoemaker, Joan Williams, Kristen McDonald, Samantha Apgar and Catherine Golden for emergency coverage, assigned and approved by the Principal. Paraprofessionals to be paid at their contracted hourly wage.

2. Approve Extra-Curricular Activity Positions

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

Katie Fattoross	Girls on the Run (Head)	Year 5	\$2,166*
Amy Plimpton	Girls on the Run (Assistant)	Year 3	\$1,819*
Kenna Pearson	Art Show (Head)	Year 7	\$2,342*
Margaret Sheneman	Chorus (Head)	Year 5	\$2,166*
Kerie Pohlidal	G&T Afterschool Activities	Year 6	\$2,166*

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

3. Approve the 2015-2016 Substitute List

To approve the 2015-2016 Substitute Teacher, Paraprofessionals, Nurse and Custodian List.

4. Approve the Resignation of Courtney Herb

To approve the resignation of Courtney Herb effective August 24, 2015.

5. Approve the Job Description for Basic Skills Coordinator

To approve the job description for Basic Skills Coordinator

6. Approve a Paraprofessional

To approve Catherine Golden 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.

7. Approve a Special Education Teacher

To approve Jennifer Rohrbach as a Special Education Teacher (.6 time), BA, Step 1 at the salary rate of \$29,244 for the 2015-2016 school year.

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

8. Approve Staff for the Jump Start Program

To approve the following staff for the Jump Start Program for the 2015-2016 school year:

Alison Walsh	Jump Start (Head)	10+Years	\$2,517
Nancy Wheatley	Jump Start (Assistant)	Year 8	\$2,166
Deirdre Mulligan	Jump Start (Assistant)	Year 5	\$1,993
Rebecca Morrell	Jump Start (Assistant)	Year 1	\$1,819
Joan Williams	Jump Start (Assistant)	Year 8	\$2,166 Morning
Joan Williams	Jump Start (Assistant)	Year 8	\$2,166 Afternoon

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

### TRANSPORTATION

No report.

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## **POLICY**

### **Motion – Policy**

A motion was made by Mrs. Sroka and seconded by Mr. Panetta to approve the following agenda item #1. Motion carried unanimously as follows: Ayes – 6, Nays – 0, Abstentions – 0.

1. Approve a Second Reading of Policy and Regulation #5511 – Dress Code

To approve a second reading of policy and regulation #5511 – Dress Code.

## **EXECUTIVE SESSION**

A motion was made by Mrs. Sroka and seconded by Mr. Rader to convene to Executive Session at 7:55 p.m. to discuss a student issue. Motion carried as follows: Ayes – 6, 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 Mr. Rader and seconded by Mrs. Sroka to adjourn the Executive Session at 8:11 p.m. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

## **FINANCE**

Mrs. Huff noted that the auditors were in district and completed the annual audit with no recommendations. Mr. Colantano hopes to present his comprehensive financial report at the November meeting.

### **Block Motion – Finance**

A motion was made by Ms. Lee and seconded by Mrs. Martowicz to approve the following agenda items #1 through #8 and the additional addendum motions #9 through #11. 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 June 2015 Board Secretary's Report and Treasurer's Report

To approve the June 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 June 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 July 2015 Board Secretary's Report and Report of Cash Balances

To approve the July 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 July 31, 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.

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### Block Motion – Finance - continued

3. Approve August 2015 Bills List

To approve the payment of the August 2015 bills in the total amount of \$963,909.81 for all funds.

4. Approve July 2015 Cafeteria Bills

To approve the payment of the July 2015 Cafeteria bills in the amount of \$2,058.18.

5. Approve Budget Transfers

To approve budget transfers for July 2015 in the amount of \$22,657.27.

6. Approve a Tuition Contract with Warren County Technical School

To approve a contract with Warren County Technical School for Regular Instructional and Vocational Programs for 29 students at \$3600 per student for a total tuition cost of \$104,400, plus a prior year reconciliation amount of \$2025, for a tuition cost for the 2015-2016 school year of \$106,425.

7. Approve a Tuition Contract with Lakeland-Andover School

To approve a tuition contract with Lakeland-Andover School for one student (ID#3435881714) to attend the program for a tuition cost of \$53,100 for the 2015-2016 school year.

8. Approve Board Member Travel

To approve the following Board Member travel:

- Frank Panetta to attend NJSBA Preparing for Bargaining on September 19, 2015 from 9 a.m. – 4:15 p.m. in Monroe, NJ. The cost for the workshop is \$199 and mileage reimbursement not to exceed \$30.

9. Approve a Tuition Contract with Phillipsburg Board of Education

To approve a tuition contract with Phillipsburg Board of Education for one student (ID#5404077684) to attend their Autistic program at a tuition cost of \$41,156 for the 2015-2016 school year.

10. Approve a Settlement Agreement

WHEREAS, the White Township Board of Education (hereinafter “Board”) is the local educational authority with the responsibility of providing a free, appropriate public education to student #1759739537; and

WHEREAS, a dispute arose regarding the provision of a free, appropriate public education to student #1759739537; and

WHEREAS, the Parties, without alleging or admitting deficiencies in the special education and related services provided/offered to student #1759739537 by the Board, desired an amicable resolution to their dispute and reached a tentative settlement agreement regarding same; and

WHEREAS, the Board has considered the proposed settlement agreement and has concluded that the terms are acceptable to the Board;

WHEREAS, IT IS HEREBY RESOLVED by the Board to approve and accept the settlement of the parties’ dispute, as discussed in Executive Session.

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### Block Motion – Finance - continued

#### 11. Approve an Annual Enrollment Agreement

To approve an annual enrollment agreement for one student (ID#1759739537) to be educated at the Greenwood School for the 2015-2016 school year for annual tuition of \$55,615.

### CURRICULUM

Ms. Lee noted that the Committee met and discussed MAP assessment data. Ms. Lee further noted that the Committee discussed use of MyAccess, a writing program used with grades 6-8. The Committee has requested Mr. Slattery to get more data from Belvidere on the World Language program, as well as more detailed information on the changes to the Curriculum. Ms. Lee noted that the district made upgrades to the building infrastructure to address wireless issues over the summer and purchased 45 Chromebooks which will be available to students via three mobile labs.

### Motion – Curriculum

A motion was made by Mrs. Martowicz and seconded by Mrs. Sroka to approve the following agenda items #1 through #3. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

#### 1. Approve Curriculum

To approve the following curriculum:

- Technology grades K-8
- World Language grades K-8
- Art grades K-8

#### 2. Approve 8<sup>th</sup> Grade Fundraisers:

To approve the following 8<sup>th</sup> grade fundraisers for the 2015-2016 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
- Hughes Pro Holiday Wreaths
- Krispy Kreme Donut Sale
- Roadside Clean Up (7<sup>th</sup> & 8<sup>th</sup> Grade)
- Used Clothing Drop Off
- Sub/Hoagie Sale
- 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)

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#### Motion – Curriculum - continued

- Pine River cheese products
- Pool Party – Belvidere Pool

#### 3. Approve Library Volunteers

To approve the following library volunteers for the 2015-2016 school year: Robin Jensen, Robyn Gardella, Rachel Nikolopoulos, and Khristina Vlossak.

## BUILDINGS & GROUNDS

### Block Motion – Buildings and Grounds

A motion was made by Mr. Rader and seconded by Mrs. Sroka to approve the following agenda items #1 through #7. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

#### 1. Approve the Indoor Air Quality Plan

To approve the Indoor Air Quality Plan for the 2015-2016 school year

#### 2. Approve the Integrated Pest Management Plan

To approve the Integrated Pest Management Plan for the 2015-2016 school year.

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

To approve a request from Belvidere Girls Soccer for use of the parking lot on August 29, 2015 for a car wash.

#### 4. Approve the Plans for an Emergency Generator

To approve the plans for an Emergency Generator at White Township Consolidated School prepared by the Architect, Parette Somjen Architects, and to approve submission of this project #41-5780-050-15-2000 to the New Jersey Department of Education as an Other Capital Project of which this district is not seeking State grant funding for and to further approve any necessary amendments to the District's current Long Range Facilities Plan pursuant to the above noted project.

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

To approve a request from White Township PTO for use of the library for meetings on September 24, October 21, November 16 and December 9, 2015 and January 11, February 17, March 17, April 13, May 19 and June 2, 2016 from 7:00 – 9:00 p.m.

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

To approve a request from White Township PTO for use of the cafeteria for Fun Nights on September 25 and October 16, 2015 from 6:00 – 9:00 p.m.

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

To approve a request from White Township PTO for use of the cafeteria for Family Night on October 5, 2015 and student shopping during Bookfair on October 7-9, 2015 from 5:30 – 8:30 p.m.

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### **PUBLIC RELATIONS**

Ms. Lee noted that the Committee met and discussed tightening up policies and procedures for overnight trips; changes to the website including a resource page for additional information for the community; review of changes made to the website by the software vendor; Board's continuation of light refreshments for teachers prior to Open House and monthly thank you treats for the staff; administration to offer support to PTO as needed; discussion regarding a Board sponsored teacher recognition program

### **BHS BOARD MEMBER**

Mr. Rader noted that Belvidere High School is in good shape and ready to open; Belvidere Board discussion of regionalization; high school will provide a digital hand book this year.

### **SHARED SERVICES LIAISON COMMITTEE**

No report.

### **GOALS & OBJECTIVES**

Mr. Slattery reminded the group of the special meeting this Thursday evening to discuss Board ethics and review the Board's self-evaluation with our NJSBA representative.

### **EXECUTIVE SESSION**

A motion was made by Mrs. Lensi and seconded by Mrs. Sroka to convene to Executive Session at 9:04 p.m. to discuss Superintendent merit goals. Motion carried as follows: Ayes – 6, 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 Superintendent merit goals.

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 Mr. Rader and seconded by Mrs. Sroka to adjourn the Executive Session at 10:14 p.m. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

### **OLD BUSINESS**

A motion was made by Mr. Rader and seconded by Mrs. Sroka to approve submission of Superintendent merit goals to the County Office of Education for the 2015-2016 school year as follows: Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes and Mr. Boehm – yes.

Quantitative Goal #1 – Superintendent to actively participate in the New Jersey Leadership Academy sponsored by NJPSA, NJASA and the NJDOE and implement resources and practices within the school district. – Dollar Value = \$2,900 (2%).

Quantitative Goal #2 – Explore Shared Service opportunities within the district and Belvidere cluster. – Dollar Value = \$2,900 (2%).

### **NEW BUSINESS**

Mr. Rader discussed proposed legislation which would give sending district Board members more voting privileges as they consider matters while on the receiving Board. The Board authorized Mrs. Huff to send correspondence to our State legislators asking for their support of this important legislation.

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**APPROVE SUPERINTENDENT'S REPORT**

A motion was made by Mr. Rader and seconded by Mrs. Sroka to approve the Superintendent's Report for the period July 25 – August 21, 2015. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

**OPEN PUBLIC COMMENT**

None

**ADJOURNMENT**

A motion was made by Mrs. Lensi and seconded by Mr. Rader to adjourn the meeting at 10:29 p.m. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff  
Business Administrator  
Board Secretary