

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

FEBRUARY 22, 2016

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: Mrs. Rowe, Mr. Rader, Mr. Panetta, Mrs. Martowicz, Mrs. Lensi, Mrs. Sroka and Ms. Lee. Michael Slattery, Superintendent and Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 20 members of the public.

Mrs. Rowe opened the meeting at 7:34 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 Mr. Panetta and seconded by Mrs. Sroka to approve the minutes as submitted from the January 25, 2016 Regular Session Meeting. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Stanski and Mrs. Barrier discussed their submission of a request as the PTO to have a variety show at the school and their interest in moving forward with the request. Mr. Panetta noted that the request will be discussed under Buildings and Grounds.

Ms. Wawzyanick noted that she came this evening on behalf of the White Township Scholarship Fund to invite everyone to attend their Spring Fling on Saturday, April 2. Ms. Wawzyanick noted that proceeds from the event will benefit the White Township Scholarship Fund which provides scholarships to White Township students.

Mrs. Parke asked if the Board is any closer to a resolution with the teachers because it is affecting the students at this time. Mrs. Parke further discussed her frustration with the way an incident with her daughter on the bus was handled. Mrs. Parke noted that the communication was poor and that these discipline issues should be handled differently.

Mr. Boehm arrived at 7:43 p.m.

CORRESPONDENCE & ANNOUNCEMENTS

Mrs. Huff noted an addendum with additional motions for consideration in Personnel, Curriculum and Buildings & Grounds. Correspondence included approval of a request for a waiver from the SEMI requirements for the 2016-2017 school year and a letter of resignation from Board member Nelson Abrams.

ACCEPT BOARD MEMBER RESIGNATION

A motion was made by Mr. Panetta and seconded by Mr. Rader to accept the resignation of Nelson Abrams effective January 31, 2016. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

The Board asked Mrs. Huff to advertise the Board vacancy and have interested candidates submit a letter of interest and resume and be prepared to meet with the Board at their next scheduled meeting on March 21st.

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COMMITTEE REPORTS

PERSONNEL

Mr. Panetta noted that the Committee met and is recommending that the district move forward with the request from Mrs. Mulligan for tuition reimbursement for a dyslexia program. Mr. Panetta further noted that the Committee will continue to work with the Administration on substitute coverage issues.

Block Motion – Personnel

A motion was made by Mrs. Rowe and seconded by Mr. Rader to approve the following agenda items #1 through #2 and the additional motion #3. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

1. Approve Student Observations

To approve 5 hour classroom observations by Christine Solt and Brittany Moyle, current Warren County Community College student.

2. Approve a Revised County-Wide Substitute List for the 2015-2016 School Year

To approve a revised County-Wide Substitute List for the 2015-2016 school year.

3. Approve a Request for a Transfer on the Salary Guide

To approve a request from Rebecca Morrell to transfer on the salary guide from Step 3* BA to Step 3* BA+15 at the new salary rate of \$51,240*.

*Degree, Step and Salary remain at the 2014-2015 rate until settlement of the WTEA contract agreement.

TRANSPORTATION

No report.

POLICY

Ms. Lee noted that the Committee met earlier this evening and further discussed expansion of the recess policy to include grades 5-8. Ms. Lee noted that Administration will be soliciting feedback from the teachers. Ms. Lee further noted that the group discussed dyslexia training for staff, training frequency and program use. Ms. Lee also followed up on the issue of debriefing of staff during incidents at the school and noted that the School Safety Team will be discussing appropriate notifications.

Block Motion – Policy

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

1. Approve a Second Reading of Policy & Regulation #1240 – Evaluation of Superintendent

To approve a second reading of policy & regulation #1240 – Evaluation of Superintendent

2. Approve a Second Reading of Policy & Regulation #3221 – Evaluation of Teachers

To approve a second reading of policy & regulation #3221 – Evaluation of Teachers

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Block Motion – Policy - continued

3. Approve a Second Reading of Policy & Regulation #3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

To approve a second reading of policy & regulation #3222 – Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

4. Approve a Second Reading of Policy & Regulation #3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals

To approve a second reading of policy & regulation #3223 – Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals

5. Approve a Second Reading of Policy & Regulation #3224 – Evaluation of Principals, Vice Principals, and Assistant Principals

To approve a second reading of policy & regulation #3224 – Evaluation of Principals, Vice Principals, and Assistant Principals

6. Approve a Second Reading of Policy #3431.1 – Family Leave

To approve a second reading of policy #3431.1 – Family Leave

7. Approve a Second Reading of Policy #4431.1 Family Leave

To approve a second reading of policy #4431.1 Family Leave

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

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

9. Approve a Second Reading of Policy #5516 – Use of Electronic Communication and Recording Devices (ECD)

To approve a second reading of policy #5516 – Use of Electronic Communication and Recording Devices (ECD)

FINANCE

Mrs. Rowe noted that the group will be meeting to review the preliminary budget.

Block Motion – Finance

A motion was made by Mrs. Lensi and seconded by Mr. Panetta to approve the following agenda items #1 through #6. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

1. Approve January 2016 Board Secretary’s Report and Report of Cash Balances

To approve the January 2016 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 January 31, 2016, 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 February 2016 Bills List

To approve the payment of the February 2016 bills in the total amount of \$881,794.84 for all funds.

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Block Motion – Finance - continued

3. Approve January 2016 Cafeteria Bills

To approve the payment of the January 2016 Cafeteria bills in the amount of \$6,352.86.

4. Approve Budget Transfers

To approve budget transfers for January 2016 in the amount of \$33,709.56.

5. Approve Staff Travel

To approve the following staff travel:

- Katie Williams and Amy Stumpe to attend a workshop “Best Apps, Digital Tools and Web Resources to Increase Student Learning” in Allentown, PA on March 14, 2016. The cost of the workshop per attendee is \$239 and mileage reimbursement not to exceed \$20.
- Richard Fischl to attend a workshop “Intervention and Referral Services: The Next Generation” in Monroe Township on April 21, 2016. The cost of the workshop is \$149 and mileage reimbursement not to exceed \$50.

6. Approve Warren County Special Services School District Rates for 2016-2017

To approve Warren County Special Services School District Rates program tuition rates, related services rates, other certified staff rates and paraprofessional staff rates for 2016-2017 year.

CURRICULUM

Mrs. Sroka noted that the Committee met and discussed revisions to the current grading scale; updates on Language Arts MAP assessments, MyAccess and writing portfolios; coverage for physical education classes and World Language standards. Mrs. Sroka further noted that the group, at their next meeting, will discuss changes to the Science curriculum and future STEM programs.

Block Motion – Curriculum

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

1. Approve ESY Program Dates

To approve the following dates for ESY programs for the PSD & MD classes:

- July 25 – August 18, 2016 (Monday – Thursday) 8:30 – 11:30 a.m.

2. Approve an Additional Library Volunteer

To approve Danya Bloch as an additional library volunteer for the 2015-2016 school year.

BUILDINGS & GROUNDS

Mr. Panetta asked Mr. Slattery to reach out to the Township and let them know based on guidance from our Board Attorney that the Board of Elections may continue to use the school as a polling place. Mr. Panetta also noted that Committee recommends moving forward with replacement of sidewalks that may pose a safety issue. The Committee is recommending denial of a PTO use of facility request for a variety show in the gymnasium based on some previous issues with a similar event and the fact that there will be no school personnel monitoring the event. Mrs. Sroka asked if the Board could vote on the issue even though the Committee is not recommending it. The Board discussed developing guidelines for the event which would allow them to reconsider approval.

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Block Motion – Buildings & Grounds - continued

Mrs. Rowe asked Mr. Slattery to discuss expectations for the event including a Board representative to oversee the event absent representation from the teaching staff so the Committee may reconsider.

Block Motion – Buildings & Grounds

A motion was made by Mr. Rader and seconded by Mrs. Martowicz to approve the following agenda items #1 through #5 and the additional #6 through #8. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

1. Approve a Use of Facility Request

To approve a use of facility request from White Township PTO for use of the cafeteria to stuff Easter eggs on March 21, 2016.

2. Approve a Use of Facility Request

To approve a use of facility request from White Township PTO for use of the cafeteria for a Father/Daughter Dance on June 3, 2016.

3. Approve Your Way Construction, Inc. for Sidewalk and Bollard Removal and Replacement

To approve a proposal from Your Way Construction, Inc. for sidewalk and bollard removal and replacement for a total cost of \$27,545. This was the lowest of three quotes received for these projects.

4. Approve a Use of Facility Request

To approve a use of facility request from White Township PTO for use of the cafeteria for a dance March 24, 2016.

5. Approve a Use of Facility Request

To approve a request from White Township Recreation for use of the gymnasium for softball practice on March 3, 10, 17, 23, 30 and April 6 and 7, 2016.

6. Approve a Use of Facility Request

To approve a request from the White Township Youth Athletic Association for use of the gymnasium on March 18, 2016 and April 1, 8, 15 & 22, 2016 for baseball practice.

7. Approve a Use of Facility Request

To approve a request to use the gymnasium for a Security Presentation on March 16, 2016.

8. Approve a Use of Facility Request

To approve a request from the White Township PTO for use of the stage for the Book fair, May 6 – setup, May 9-13 – Book fair (May 10 – Family Night), May 16-17 pickup.

PUBLIC RELATIONS

Mr. Boehm noted that the Committee met and discussed having a webmaster to further develop and maintain the school website and virtual backpack; a teacher recognition program; development of a survey to assess the level of success with improving communication through an enhanced website.

BHS BOARD MEMBER

No report.

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SHARED SERVICES LIAISON COMMITTEE
No report.

GOALS & OBJECTIVES

Mr. Slattery noted that updates to the Board goals will be sent out to Board members as well as information on the Superintendent evaluation.

OLD BUSINESS

Mr. Slattery noted there will be a Safety and Security presentation for parents at the school on March 16th.

Ms. Lee asked when the Board would be receiving feedback from Mr. Slattery on the Leadership forums he attended.

NEW BUSINESS

Mrs. Sroka asked if volunteers could arrange a Dr. Seuss event since teachers won't be doing it this year. Mr. Slattery expressed concern with parent volunteers monitoring an event during the school day. Ms. Lee noted that this has been such a special day for our students and wondered why teachers couldn't be scheduled for the day's events.

Mr. Panetta noted that he is personally petitioning for the recreation fields on Route 519 to be named after Mr. Unangst, longtime resident and sponsor of many events in the Township.

Ms. Lee discussed her recent attendance at the Warren County School Boards Association meeting including discussion on new laws defining Board member conflicts of interest and voting rights.

The Board discussed following policy and procedures in the future if a Board member misses three consecutive meetings to avoid extended periods with an empty seat moving forward.

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mr. Rader and seconded by Mr. Panetta to approve the Superintendent's Report for the period January 18, 2016 – February 19, 2016. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mrs. Lensi and seconded by Mr. Panetta to acknowledge receipt of two HIB investigations not deemed HIB incidents for the period January 18, 2016 – February 19, 2016. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Mrs. Sroka and seconded by Mr. Panetta to adjourn the meeting at 9:35 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Respectfully submitted,

Dawn Huff
Business Administrator/Board Secretary