

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

April 24, 2017

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. Boehm, Mr. Rader, Mr. Panetta, Mrs. Nikolopoulos, Mrs. Lensi, Mrs. Sroka, Mr. Orchard and Ms. Lee (6:43 p.m.). Michael Slattery, Superintendent, Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 14 members of the public.

Mr. Boehm opened the meeting at 6:36 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.

TEACHER OF THE YEAR PRESENTATION

Mrs. Werkheiser introduced and congratulated Krista Schaarschmidt as our 2016-2017 Teacher of the Year. Mrs. Werkheiser applauded Mrs. Schaarschmidt for the care and dedication she displays with her students.

PUBLIC BUDGET HEARING

Mrs. Huff reviewed the 2017-2018 school budget and detailed expenditures and sources of revenue for this budget. Mrs. Huff reported that the application of fund balance and monies from the tuition and capital reserve funds allowed the Board to present a budget with no increase to the local tax levy for the 2017-2018 school year. Mr. Boehm thanked Mrs. Huff on behalf of the Board for her work in preparing and presenting the budget.

APPROVE THE 2017-2018 SCHOOL YEAR BUDGET

A motion was made by Mr. Panetta and seconded by Mrs. Lensi to approve the 2017-2018 school year budget. This budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A. Motion carried as follows: Ms. Lee – yes, Mr. Orchard – yes, Mrs. Sroka - yes, Mrs. Lensi – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes and Mr. Boehm – yes.

Expenditures

General Current Expense	\$ 9,346,238
Capital Outlay	\$ 205,605
Charter School	\$ 122,951
Special Revenue Fund	\$ 100,000
Repayment of Debt	\$ 377,400
TOTAL EXPENDITURES	\$10,152,194

Revenue

<u>General Fund</u>	
Budgeted Fund Balance	\$ 390,031
Withdrawal from Tuition Res	\$ 200,000
Withdrawal from Capital Res	\$ 200,000
Withdrawal from Maint Res	\$ 100,000
Local Tax Levy	\$ 7,013,654
Misc. Revenue	\$ 23,000
State Aid	\$ 1,748,109
<u>Special Revenue Fund</u>	
Federal Aid	\$ 100,000

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

April 24, 2017

Page 2

APPROVE THE 2017-2018 SCHOOL YEAR BUDGET - continued

Debt Service Fund	
Local Tax Levy	\$ 329,468
Debt Service Aid	\$ 47,932
TOTAL REVENUE	\$10,152,194

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 2017-2018 tentative budget includes a maximum travel appropriation of \$12,500. The School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

APPROVE MEETING MINUTES

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve the minutes as submitted from the March 20, 2017 Regular Session Meeting and the April 6, 2017 Special Meeting. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

None

CORRESPONDENCE & ANNOUNCEMENTS

The Board received two letters of interest in the vacant seat on the Board. Both candidates were interviewed by members of the Board. Mr. Boehm noted that the Board would enter executive session at this point to discuss the candidates, review personnel recommendations and discuss a personnel issue.

EXECUTIVE SESSION

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to convene to Executive Session at 7:09 p.m. to discuss Board member candidates and personnel. Motion carried as follows: Ayes – 8, 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 Board member candidates and personnel.

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 Mrs. Lensi and seconded by Mrs. Nikolopoulos to adjourn the Executive Session at 7:56 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Mr. Boehm thanked both Mrs. Nusser-Meany and Mrs. Williams for their interest in serving on the Board and noted that the decision to appoint was very difficult for the Board as both candidates are very qualified to serve.

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to appoint Colleen Williams to fill an April – December 2017 vacancy on the Board of Education. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Mrs. Huff swore in Mrs. Williams for the vacant seat for April – December 2017.

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

April 24, 2017

Page 3

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #7. Motion carried as follows: Ms. Lee – yes, Mr. Orchard – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Williams – abstain, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes.

Block Motion – Personnel

1. Renewal of Tenured Staff

To approve letters of intent to hire the following Instructional Tenured Staff Members for the 2017-2018 School Year as recommended by the Superintendent:

Staff Member	Degree	Step	FTE	Salary
Barofski, Melissa	MA	31	1.00	\$85,400
Bellfy, Sherry	BA+15	20	1.00	\$69,425
Biggs, Debbie	MA+30	24	1.00	\$82,720
Bolen, Stephanie	BA+15	9	1.00	\$59,000
Buel, Dorothy	MA	25	1.00	\$80,495
DeCesare, Anthony	BA+15	17	1.00	\$65,920
Dionne, Rebecca	MA	5	1.00	\$57,890
Evans, Allyson	MA	13	1.00	\$66,440
Fischl, Richard	MA+30	21	1.00	\$77,425
Fraunfelter, Eric	MA+30	23	1.00	\$80,950
Garvey, Crystal	BA+15	14	1.00	\$62,440
Gerkhardt, Cathleen	BA	9	1.00	\$57,000
Grater, Kelly	MA+30	28	1.00	\$86,275
Hawk, Erik	MA+30	17	1.00	\$73,920
Hutchison, Gary	MA+30	22	1.00	\$79,185
LaBar, Tadgh	MA+15	16	1.00	\$70,175
Laubach, Michele	BA	16	1.00	\$62,175
Marsh, Susan	MA+30	35	1.00	\$89,400
Mulligan, Deirdre	MA	16	1.00	\$68,175
Pearson, Kenna	BA	13	1.00	\$60,440
Puskas, Erika	MA	8	1.00	\$61,290
Quinn, Stephanie	MA+30	24	1.00	\$82,720
Rivera, Michelle	MA+30	18	1.00	\$75,670
Rosano, Lisa	MA	12	1.00	\$64,715
Schaarschmidt, Krista	BA	9	1.00	\$57,000
Sheneman, Margaret	BA+30	10	1.00	\$61,000
Sissick, Bernadette	BA+15	6	1.00	\$55,585
Skirbst, Henry	MA+15	24	1.00	\$80,720
Stumpe, Amy	MA+15	10	1.00	\$65,000
Sypniewski, Patricia	MA+30	21	1.00	\$77,425
Walsh, Alison	MA	31	1.00	\$85,400
Ward, Scott	BA	8	1.00	\$55,290
Wheatley, Nancy	MA+30	13	1.00	\$70,440
Williams, Katherine	BA	9	1.00	\$57,000

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

April 24, 2017

Page 4

Block Motion – Personnel - continued

2. Renewal of Non-Tenured Teaching Staff for the 2017-2018 school year

To renew the following non-tenured teaching staff for the 2017-2018 school year, as recommended by the Superintendent:

Staff Member	Degree	Step	FTE	Salary
Baker, Cassandra	BA+15	5	1.00	\$53,890
Kithcart, Ashley	BA	5	1.00	\$51,890
Kline, Melinda	MA	4	.20	\$11,578
Marinelli, Anthony	BA	4	1.00	\$51,890
Morrell, Rebecca	BA+15	6	1.00	\$55,585
Pignataro, Courtney	MA	3	1.00	\$57,390

3. Approve the Employment Contract for the Supervisor of Special Services

To approve Marlene Saraiva as the Supervisor of Special Services for the 2017-2018 school year at a salary rate of \$76,702.

4. Approve the Employment Contract for the Principal

To approve an employment contract for Dawn Werkheiser, Principal, for the 2017-2018 school year at a salary rate of \$95,135.

5. Renewal of Paraprofessionals for the 2017-2018 school year

To renew the following Paraprofessionals/Aides for the 2017-2018 school year, as recommended by the Superintendent:

		Step		Salary
Betancourt, Tara	Paraprofessional	Step 2D	not to exceed 4 hrs/day	\$13.81
Cavitch, Kathryn	Paraprofessional	Step 3D	not to exceed 4 hrs/day	\$14.06
Herb, Debra	Cafeteria Aide	Step 12ND	not to exceed 2.5 hrs/day	\$14.32
Maertens, Pamela	Cafeteria Aide	off guide	not to exceed 2.5 hrs/day	\$19.43
McDonald, Kristen	Paraprofessional	Step 8D	not to exceed 4 hrs/day	\$15.66
Williams, Joan	Paraprofessional	Step 12D	not to exceed 4 hrs/day	\$16.74

6. Approve an Additional Substitute Teacher

To approve Anna Matthews as an additional substitute teacher for the remainder of the 2016-2017 school year.

7. Approve a Long Term Substitute

To approve Shannon Bet as a long term substitute, physical education teacher, full time, at a per diem rate of \$247.35 beginning April 25, 2017.

TRANSPORTATION

No update

POLICY

Block Motion – Policy

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through # 25. Motion carried as follows: Ms. Lee – yes, Mr. Orchard – yes,

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

April 24, 2017

Page 5

Block Motion – Policy - continued

Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Williams – abstain, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes.

1. Approve a Second Reading of Policy and Regulation #2460 – Special Education

To approve a second reading of policy and regulation #2460 – Special Education

2. Approve a Second Reading of Regulation #2460.1 – Special Education – Location, Identification and Referral

To approve a second reading of regulation #2460.1 – Special Education – Location, Identification and Referral

3. 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

4. Approve a Second Reading of Regulation #2460.9 – Special Education – Transition From Early Intervention Programs to Preschool Programs

To approve a second reading of regulation #2460.9 – Special Education – Transition from Early Intervention Programs to Preschool Programs

5. Approve a Second Reading of Regulation #2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional Staff

To approve a second reading of regulation #2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional Staff

6. Approve a Second Reading of Regulation #2460.16 – Special Education – Instructional Material to Blind or Print Disabled Students

To approve a second reading of regulation #2460.16 – Special Education – Instructional Material to Blind or Print Disabled Students

7. Approve a Second Reading of Policy #2467 – Surrogate Parents and Foster Parents

To approve a second reading of policy #2467 – Surrogate Parents and Foster Parents

8. Approve a First Reading of Policy #0000.01 - Introduction

To approve a first reading of policy #0000.01 – Introduction

9. Approve a First Reading of Policy #0000.02 - Introduction

To approve a first reading of policy #0000.02 – Introduction

10. Approve a First Reading of Policy #0000.03 - Introduction

To approve a first reading of policy #0000.03 – Introduction

11. Approve a First Reading of Policy #2320 – Independent Study Programs

To approve a first reading of policy #2320 – Independent Study Programs

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

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

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

April 24, 2017

Page 6

Block Motion – Policy - continued

13. Approve a First Reading of Policy & Regulation #2460 – Special Education

To approve a first reading of policy & regulation #2460 – Special Education

14. Approve a First Reading of Regulation #2460.1 – Special Education – Location, Identification, and Referral

To approve a first reading of regulation #2460.1 – Special Education – Location, Identification and Referral

15. Approve a First Reading of Regulation #2460.8 – Special Education – Free and Appropriate Public Education

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

16. Approve a First Reading of Regulation #2460.9 – Special Education – Transition From Early Intervention Programs to Preschool Programs

To approve a first reading of regulation #2460.9 – Special Education – Transition From Early Intervention Programs to Preschool Programs

17. Approve a First Reading of Regulation #2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional Staff

To approve a first reading of regulation #2460.15 – Special Education – In-Service Training Needs for Professional and Paraprofessional Staff

18. Approve a First Reading of Regulation #2460.16 – Special Education – Instructional Material to Blind or Print-Disabled Students

To approve a first reading of regulation #2460.16 – Special Education – Instructional Material to Blind or Print-Disabled Students

19. Approve a First Reading of Policy #2464 – Gifted and Talented Students

To approve a first reading of policy #2464 – Gifted and Talented Students

20. Approve a First Reading of Policy #2467 – Surrogate Parents and Foster Parents

To approve a first reading of policy #2467 – Surrogate Parents and Foster Parents

21. Approve a First Reading of Policy #2622 – Student Assessment

To approve a first reading of policy #2622 – Student Assessment

22. Approve a First Reading of Policy & Regulation #3160 – Physical Education

To approve a first reading of policy & regulation #3160 – Physical Education

23. Approve a First Reading of Policy & Regulation #4160 – Physical Education

To approve a first reading of policy & regulation #4160 – Physical Education

24. Approve a First Reading of Policy & Regulation #5116 – Education of Homeless Children

To approve a first reading of policy & regulation #5116 – Education of Homeless Children

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

April 24, 2017

Page 7

Block Motion – Policy - continued

25. Approve a First Reading of Policy #8350 – Records Retention

To approve a first reading of policy #8350 – Records Retention

FINANCE

Block Motion – Finance

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

1. Approve March 2017 Board Secretary’s Report and Treasurer’s Report

To approve the March 2017 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 Superintendent, this Board of Education does hereby certify that as of March 31, 2017, 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 April 2017 Bills List

To approve the payment of the April 2017 bills in the total amount of \$958,995.91 for all funds.

3. Approve March 2017 Cafeteria Bills

To approve the payment of the March 2017 Cafeteria bills in the amount of \$5,618.58.

4. Approve Budget Transfers

To approve budget transfers for March 2017 in the amount of \$178,634.

CURRICULUM

Block Motion – Curriculum

A motion was made by Mrs. Lensi and seconded by Mr. Panetta to approve the following agenda items #1 through #5. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions 1 (Williams).

1. Approve a Field Trip Request for Grade 3

To approve a field trip request for approximately 19 grade 3 students to DaVinci Science Center, Bethlehem, PA on June 9, 2017. The cost per pupil for the trip is \$11.50.

2. Approve a Field Trip Request for Grade 7

To approve a field trip for approximately 39 grade 7 students to Pax Amicus Castle Theatre, Budd Lake, NJ on May 26, 2017. The cost per pupil for the trip is \$16 plus money for food.

3. Approve a Field Trip Request for Grade 2

To approve a field trip request for approximately 22 grade 2 students to Red Mill Museum Village, Clinton, NJ on May 5, 2017. The cost per pupil for the trip is \$6.

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

April 24, 2017

Page 8

Block Motion – Curriculum - continued

4. Approve Summer ESY Program

To approve the following ESY programs to be held at Hope Township School:

PSD July 17 – August 10, 2017 (Monday – Thursday) 8:30 – 11:30 a.m.

MD July 17 – August 10, 2017 (Monday – Thursday) 12:00 – 3:00 p.m.

5. Approve Participation in Take Your Child to Work Day

To approve district participation in Take Your Child to Work Day, Thursday, April 27, 2017.

BUILDINGS & GROUNDS

Block Motion – Buildings & Grounds

Mrs. Nikolopoulos noted that the main office project is moving along as well as the repairs to the rock wall installation.

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

1. Approve a Use of Facility Request

To approve a request from White Township PTO for use of the cafeteria for a Father/Daughter Dance on June 9, 2017.

2. Approve a Use of Facility Request

To approve a request from White Township Election Board for use of the gymnasium June 6 and November 7, 2017, Election Days.

PUBLIC RELATIONS

Mr. Orchard noted that he and Mr. Boehm recently attended a Public Relations Forum presented by NJSBA which provided much insight into how other districts are handling their public relations, using their websites and how we might make further enhancements to ours.

BHS BOARD MEMBER

No report.

SHARED SERVICES LIAISON COMMITTEE

Mr. Slattery noted that he is working with Mr. Carrubba to coordinate a cluster shared services meeting.

GOALS & OBJECTIVES

Mr. Slattery noted that he is adding his input into the Superintendent evaluation and access to the online application will be available for members soon.

OLD BUSINESS

None

NEW BUSINESS

None

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

April 24, 2017

Page 9

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mr. Rader and seconded by Mrs. Nikolopoulos to approve the Superintendent's Report for the period March 20 – April 14, 2017. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 1 (Williams).

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to acknowledge receipt of no HIB reports deemed HIB incidents for the period March 20 – April 14, 2017. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 1 (Williams).

OPEN PUBLIC COMMENT

Students Ella Stanski, Hannah Pene, Natalie Sroka, Alexandra Nikolopoulos and Antonios Nikolopoulos attended the meeting to ask that the Board allow for a week of martial arts training during gym classes. Mrs. Stanski noted she can vouch for the educational impact of martial arts. Paul Kilduff of Golden Rule Karate & Fitness was also in attendance and discussed the benefits of martial arts training and a program that he runs in public schools that he could integrate into our school curriculum. Mr. Boehm thanked everyone and asked the policy committee to discuss the proposal.

ADJOURNMENT

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

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary