

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

AUGUST 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. Boehm, Mr. Rader, Mrs. Nikolopoulos, Mrs. Martowicz, Mrs. Lensi and Ms. Lee. Michael Slattery, Superintendent, Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as six members of the public. Mrs. Sroka was unable to attend.

Mrs. Rowe opened the meeting at 7:35 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 Mrs. Nikolopoulos and seconded by Ms. Lee to approve the minutes as submitted from the July 25, 2016 Regular Session Meeting. Motion carried as follows: Ayes – 7, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

None

Mr. Panetta arrived at 7:36 p.m.

CORRESPONDENCE & ANNOUNCEMENTS

Mrs. Huff noted a letter received from Assemblyman Space and Assemblywoman Phoebus updating the group on A-4427 which extends the voting rights of representatives of sending districts on the receiving district board of education. Mrs. Rowe noted an email was received from a parent with concerns about the 8th grade trip and asked Mr. Slattery to follow-up with the parent.

EXECUTIVE SESSION

A motion was made by Mrs. Lensi and seconded by Mr. Rader to convene to Executive Session at 7:35 p.m. to discuss personnel and a student issue. 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 personnel and 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 Mrs. Lensi and seconded by Mrs. Nikolopoulos to adjourn the Executive Session at 8:02 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

COMMITTEE REPORTS

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PERSONNEL

Mr. Panetta noted an additional motion for consideration this evening.

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to approve the following agenda items #1 through #9 and the additional motion #10. Motion carried as follows: Ms. Lee – yes, Mrs. Lensi – yes, Mrs. Nikolopoulos – yes, Mrs. Martowicz – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

Block Motion – Personnel

1. Approve the 2016-2017 Substitute List

To approve the 2016-2017 Substitute Teacher, Paraprofessionals, Nurse and Custodian List.

2. Approve Emergency Coverage

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

3. Approve a Maternity Leave Replacement

To approve Kristen McDonald for a maternity leave replacement, Grade 5 Teacher, at a per diem rate of \$243.70 from approximately October 17, 2016 – March 27, 2017.

4. Approve a Maternity Leave Replacement

To approve Dana Roberts for a maternity leave replacement, School Nurse, at a per diem rate of \$243.70 from approximately October 7, 2016 through January 31, 2017.

5. Approve a Resignation

To approve the resignation of Jessica Lenehan received August 16, 2016.

6. Approve a Resignation

To approve the resignation of Joyce Reuter received August 12, 2016.

7. Approve a Job Description

To approve a job description for a School Library Media Specialist.

8. Approve an Extra-Curricular Activity Position

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

Katie Williams	Girls on the Run (Head)	Year 6	\$2,166*
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*Salary remains at the 2014-2015 rate until settlement of the WTEA contract agreement.

9. Approve a Media Specialist

To approve Anthony Marinelli as a Media Specialist, BA, Step 3 at the salary rate of \$49,240* for the 2016-2017 school year.

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

10. Accept a Resignation

To accept the resignation of Lee Ann Gattullo, paraprofessional, received August 22, 2016.

TRANSPORTATION

No updates.

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POLICY

Ms. Lee noted that the Committee met to discuss policies for second read, middle school recess and concerns with discipline in the Cafeteria.

Block Motion – Policy

A motion was made by Mrs. Lensi and seconded by Mrs. Martowicz to approve the following agenda items #1 through #38. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve a Second Reading of Policy #1220 – Employment of Chief School Administrator
To approve a second reading of Policy #1220 – Employment of Chief School Administrator.

2. Approve a Second Reading of Policy #1310 – Employment of School Business Administrator/Board Secretary
To approve a second reading of Policy #1310 – Employment of School Business Administrator/Board Secretary.

3. Approve a Second Reading of Regulation #2414 – Programs and Services for Students in High Poverty and in High Need School Districts
To approve a second reading of Regulation #2414 – Programs and Services for Students in High Poverty and in High Need School Districts.

4. Approve a Second Reading of Policy #3111 – Creating Positions
To approve a second reading of Policy #3111 – Creating Positions.

5. Approve a Second Reading of Policy #3124 – Employment Contract
To approve a second reading of policy #3124 – Employment Contract.

6. Approve a Second Reading of Policy #3125 – Employment of Teaching Staff Members
To approve a second reading of policy #3125 – Employment of Teaching Staff Members.

7. Approve a Second Reading of Policy #3125.2 – Employment of Substitute Teachers
To approve a second reading of policy #3125.2 – Employment of Substitute Teachers.

8. Approve a Second Reading of Policy and Regulation #3126 – District Mentoring Program
To approve a second reading of Policy and Regulation #3126 – District Mentoring Program.

9. Approve a Second Reading of Policy #3141 - Resignation
To approve a second reading of Policy #3141 – Resignation.

10. Approve a Second Reading of Policy and Regulation #3144 – Certification of Tenure Charges
To approve a second reading of policy and regulation #3144 – Certification of Tenure Charges.

11. Approve a Second Reading of Policy #3159 – Teaching Staff Member/School District Reporting Responsibilities
To approve a second reading of Policy #3159 – Teaching Staff Member/School District Reporting Responsibilities.

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Block Motion – Policy - continued

12. Approve a Second Reading of Policy #3231 – Outside Employment as Athletic Coach

To approve a second reading of Policy #3231 – Outside Employment as Athletic Coach.

13. Approve a Second Reading of Policy and Regulation #3240 – Professional Development for Teachers and School Leaders

To approve a second reading of Policy and Regulation #3240 – Professional Development for Teachers and School Leaders.

14. Approve a Second Reading of Policy #4159 – Support Staff Member/School District Reporting Responsibilities

To approve a second reading of Policy #4159 – Support Staff Member/School District Reporting Responsibilities.

15. Approve a Second Reading of Policy #5305 – Health Services Personnel

To approve a second reading of Policy #5305 – Health Services Personnel.

16. Approve a Second Reading of Regulation #5330 – Administration of Medication

To approve a second reading of Regulation #5330 – Administration of Medication.

17. Approve a Second Reading of Policy and Regulation #5350 – Student Suicide Prevention

To approve a second reading of Policy and Regulation #5350 – Student Suicide Prevention.

18. Approve a Second Reading of Policy #9541 – Student Teachers/Interns

To approve a second reading of Policy #9541 – Student Teachers/Interns.

19. Approve a Second Reading of Policy #1140 – Affirmative Action Program

To approve a second reading of Policy #1140 – Affirmative Action Program.

20. Approve a Second Reading of Policy #1523 – Comprehensive Equity Plan

To approve a second reading of Policy #1523 – Comprehensive Equity Plan.

21. Approve a Second Reading of Policy and Regulation #1530 – Equal Employment Opportunity

To approve a second reading of Policy and Regulation #1530 – Equal Employment Opportunity.

22. Approve a Second Reading of Policy #1550 – Affirmative Action Program for Employment and Contract Practices

To approve a second reading of Policy #1550 – Affirmative Action Program for Employment and Contract Practices.

23. Approve a Second Reading of Policy and Regulation #2200 – Curriculum Content

To approve a second reading of Policy and Regulation #2200 – Curriculum Content.

24. Approve a Second Reading of Policy #2260 – Affirmative Action Program for School and Classroom Practices

To approve a second reading of Policy #2260 – Affirmative Action Program for School and Classroom Practices.

25. Approve a Second Reading of Policy and Regulation #2411 – Guidance Counseling

To approve a second reading of Policy and Regulation #2411 – Guidance Counseling.

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Block Motion – Policy - continued

26. Approve a Second Reading of Policy and Regulation #2423 – Bilingual and ESL Education
To approve a second reading of Policy and Regulation #2423 – Bilingual and ESL Education.

27. Approve a Second Reading of Policy #2610 – Educational Program Evaluation
To approve a second reading of Policy #2610 – Educational Program Evaluation.

28. Approve a Second Reading of Policy #2622 – Student Assessment
To approve a second reading of Policy #2622 – Student Assessment.

29. Approve a Second Reading of Policy #5750 – Equal Educational Opportunity
To approve a second reading of Policy #5750 – Equal Educational Opportunity.

30. Approve a Second Reading of Policy #5755 – Equity in Educational Programs and Services
To approve a second reading of Policy #5755 – Equity in Educational Programs and Services.

31. Approve a Second Reading of Policy #5339 – Screening for Dyslexia
To approve a second reading of Policy #5339 – Screening for Dyslexia.

32. Approve a Second Reading of Policy and Regulation #5514 – Student Use of Vehicles on School Grounds
To approve a second reading of Policy and Regulation #5514 – Student Use of Vehicles on School Grounds.

33. Approve a Second Reading of Policy #7481 – Unmanned Aircraft Systems
To approve a second reading of Policy #7481 – Unmanned Aircraft Systems.

34. Approve a Second Reading of Policy and Regulation #8441 – Care of Injured and Ill Persons
To approve a second reading of Policy and Regulation #8441 – Care of Injured and Ill Persons.

35. Approve a Second Reading of Policy #8454 – Management of Pediculosis
To approve a second reading of Policy #8454 – Management of Pediculosis.

36. Approve a Second Reading of Policy #8630 – Bus Driver/Bus Aide Responsibility
To approve a second reading of Policy #8630 – Bus Drive/Bus Aide Responsibility.

37. Approve a Second Reading of Regulation #8630 – Emergency School Bus Procedures
To approve a second reading of Regulation #8630 – Emergency School Bus Procedures.

38. Approve Memorandum of Agreement for 2016-2017 with the NJSP
To approve the Memorandum of Agreement for 2016-2017 school year with the New Jersey State Police.

FINANCE

Block Motion – Finance

A motion was made by Mrs. Nikolopoulos and seconded by Mr. Rader to approve the following agenda items #1 through #8 and the additional motions #9 and #10. Motion carried as follows: Ms. Lee – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

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Block Motion – Finance - continued

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

To approve the June 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 June 30, 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 July 2016 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, 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.

3. Approve August 2016 Bills List

To approve the payment of the August 2016 bills in the total amount of \$978,085.41 for all funds.

4. Approve July 2016 Cafeteria Bills

To approve the payment of the July 2016 Cafeteria bills in the amount of \$454.60.

5. Approve Budget Transfers

To approve budget transfers for July 2016 in the amount of \$19,065.68.

6. Approve Submission of the FY 2017 IDEA Consolidated Grant Application and Accept the Grant Award

To approve submission of the FY2017 IDEA consolidated grant application and accept the grant award as follows:

IDEA Basic	\$ 93,421.	OOD Tuition
IDEA Preschool	\$ 5,150.	Preschool Aide Salary/Benefits – Lenehan (.51 FTE)

7. Approve a Tuition Contract with the Greenwood School

To approve an annual enrollment agreement for one student (ID#1759739537) to be educated at the Greenwood School for the 2016-2017 school year for annual tuition of \$56,727 and the cost of the related services per the student’s IEP at \$95/session.

8. Approve Staff Travel

To approve the following staff travel:

- Margaret Sheneman to attend the North Jersey Music Educator’s Association conference on October 10, 2016. The cost for the conference is \$75 and mileage reimbursement not to exceed \$20.

9. 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 #5404077684; and

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Block Motion – Finance - continued

WHEREAS, a dispute existed regarding the program and placement for student #5404077684 for the 2016-2017 school year; and

WHEREAS, the Parties, without alleging or admitting deficiencies in the special education and related services provided/offered to student #5404077684 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.

10. Approve a Tuition Contract Agreement

To approve a tuition contract with Oxford Township Board of Education for one student #5404077684 to attend for a tuition amount of \$13,167 for the 2016-2017 school year and additional monthly expenses of \$2,997 for therapy and aide costs.

CURRICULUM

Mrs. Martowicz noted the Committee met and discussed the following: updates to the curriculum, revisions to the technology plan, updates to the mentoring plan and professional development plan, changes in report card grades to align with the high school, plans for the enrichment program, ideas for after school activities, dyslexia training for staff members and class restructuring for the start of school.

Block Motion – Curriculum

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

1. Approve Curriculum

To approve the following curriculum:

- Social Studies K-8
- Physical Education K-8
- Health K-8
- Science 6-8

2. Approve 8th Grade Fundraisers:

To approve the following 8th grade fundraisers for the 2016-2017 school year:

- Bake Sale
- Birthday Wall
- Entertainment Books
- Kids Stuff Coupon Booklet
- Candy Sale (Gertrude Hawk and/or Chocolates on Broadway)
- Car Wash
- Krispy Kreme Donut Sale
- Roadside Cleanup
- Used Clothing Drop Off
- Sub/Hoagie Sale

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Block Motion – Curriculum - continued

- Holiday Shopping Bazaar
- Small Game of Chance/Raffle
- Box of Candy Sale
- Yankee Candles
- Field Day T-Shirts
- Family Diner Night (Earning proceeds from local diners at a specific time)
- Aunt Annie’s Pretzels/Cinnabon
- Dances (Held at school and organized by 8th grade parents for different grade levels throughout the school year)
- Mum/Flower Sale
- Pool Party

BUILDINGS & GROUNDS

Mr. Panetta noted that the Committee met and discussed an update on the building status for the start of school, reasons for limited use of the courtyard, status of the rock wall and the Farmer’s Market.

Block Motion – Buildings and Grounds

A motion was made by Mrs. Nikolopoulos and seconded by Mr. Rader to approve the following agenda items #1 through #4. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve a Use of Facility Request from the White Township PTO

To approve a request from the White Township PTO to use the library for PTO meetings on September 20, October 20, November 15 and December 15, 2016 and January 17, February 16, March 21, April 13 and May 16, 2017.

2. Approve a Use of Facility Request from the White Township PTO

To approve a request from the White Township PTO to use the parking lot for the Farmer’s Market on September 25, 2016.

3. Approve the Indoor Air Quality Plan

To approve the Indoor Air Quality Plan for the 2016-2017 school year

4. Approve the Integrated Pest Management Plan

To approve the Integrated Pest Management Plan for the 2016-2017 school year.

PUBLIC RELATIONS

Mr. Boehm noted a letter he designed to send out to staff to solicit feedback on their interest in participation in the Spotlight initiative.

BHS BOARD MEMBER

Mr. Rader noted changes in Administrative staff at Belvidere for the start of the school year.

SHARED SERVICES LIAISON COMMITTEE

No updates.

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GOALS & OBJECTIVES

Mr. Slattery noted that he has scheduled our board attorney to come in and review ethics at our September meeting. The group agreed to change the start time of the September 26th meeting to 7:00 p.m. to facilitate the ethics review followed by the regular meeting agenda.

OLD BUSINESS

Ms. Lee noted that she requested information on the shared service agreements with Hope Township and to date has not received that information to review. Ms. Lee noted that she's become distrustful of information that was reported as the committee has yet to share the information. Mrs. Rowe asked Mr. Slattery to provide Ms. Lee with a worksheet that was used by both the finance and personnel committees to consider the shared service agreements. Mrs. Rowe asked Mr. Slattery to assure that the information is sent to Ms. Lee tomorrow.

NEW BUSINESS

Mr. Slattery noted he will need a special meeting to assure that personnel is in place for the start of school. The group agreed to set a brief meeting to approve personnel recommendations on August 31st in the school library.

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mr. Panetta and seconded by Mr. Rader to approve the Superintendent's Report for the period July 25 – August 19, 2016. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Heller thanked Ms. Lee for bringing up the shared service report and asked for clarification on statements that were made regarding the Superintendent salary cap. Mrs. Rowe reviewed mandated Superintendent salary caps and how those State mandated caps affect hiring experienced administrative staff for districts. Mrs. Heller noted that needs are ever changing and the board has to review arrangements and embrace change as it's not always a bad thing especially when it proves to be fiscally responsible.

Mr. Boehm left the meeting at 8:50 p.m.

Mrs. Bloch asked for clarification on the Gr. K-2 clustering. Mr. Slattery noted that grade one students would not be changing classes.

Mrs. Waiters asked for a breakdown of the charges for the 8th grade trip. Mrs. Waiters asked if alternate trip information that was provided by some of the parents has been considered. Mr. Slattery noted that trip information will be disseminated to all 8th grade parents.

ADJOURNMENT

A motion was made by Mr. Rader and seconded by Mr. Panetta to adjourn the meeting at 9:00 p.m.

Respectfully submitted,

Dawn Huff
Business Administrator
Board Secretary