

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

NOVEMBER 28, 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, Mr. Panetta, Mrs. Nikolopoulos, Mrs. Martowicz, Mrs. Sroka (7:40 p.m.) and Ms. Lee (7:35 p.m.). Michael Slattery, Superintendent, Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as four members of the public. Mrs. Lensi was unable to attend.

Mrs. Rowe 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.

APPROVE MEETING MINUTES

A motion was made by Mr. Panetta and seconded by Mr. Boehm to approve the minutes as submitted from the October 24, 2016 Regular Session Meeting. Motion carried as follows: Ayes – 6, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Parke noted she couldn't understand why Mrs. Werkheiser dressed up for Halloween and the students weren't allowed to do so. Mr. Slattery noted that Mrs. Werkheiser put together a program of exercise and programming for the students in lieu of costumes and parties and during the opening portion of the activities someone put a witch hat on Mrs. Werkheiser and, to his knowledge, that was the extent of any costuming.

CORRESPONDENCE & ANNOUNCEMENTS

Mrs. Huff announced the results of the election and noted that Ms. Lee, Mrs. Nikolopoulos and Mrs. Sroka were elected to serve three year terms and Mr. Orchard was written in for a one year unexpired term. Mrs. Huff noted that members will be sworn in at the January 9, 2017 reorganization meeting which will be held in the school library.

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

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

1. 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 March 31, 2017. *(This revises the original motion from 8/22/16)*

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

November 28, 2016

Page 2

Block Motion – Personnel - continued

2. Approve an Additional Substitute Teacher

To approve Julia Dorward as an additional substitute teacher for the 2016-2017 school year. Ms. Dorward holds a NJ substitute certificate.

TRANSPORTATION

Motion – Transportation

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

1. Approve the School Bus Emergency Evacuation Drill Report

To approve the school bus emergency evacuation drill report dated October 20, 2016.

POLICY

No updates.

FINANCE

Block Motion – Finance

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Martowicz to approve the following agenda items #1 through #13. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Martowicz – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

1. Approve October 2016 Board Secretary’s Report and Treasurer’s Report

To approve the October 2016 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 October 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 November 2016 Bills List

To approve the payment of the November 2016 bills in the total amount of \$834,299.01 for all funds.

3. Approve October 2016 Cafeteria Bills

To approve the payment of the October 2016 Cafeteria bills in the amount of \$6,035.53.

4. Approve Budget Transfers

To approve budget transfers for October 2016 in the amount of \$86.66.

5. Approve a Tuition Contract with Mountain Lakes Board of Education

To approve a tuition contract with Mountain Lakes Board of Education for one student (SID #3065598959) to attend Lake Drive School October 19, 2016 – June 30, 2017 for a prorated tuition cost of \$56,094 and the cost of a personal paraprofessional.

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

November 28, 2016

Page 3

Block Motion – Finance - continued

6. Approve Staff Travel

To approve the following staff travel:

- Marlene Saraiva to attend the NJASP winter conference in Monroe Township on December 9, 2016. The cost of the conference is \$175 and mileage reimbursement not to exceed \$45.

7. Approve Cancelling a Stale Check from the Custodial Account

To approve cancelling the following stale check from the custodial account:

Check #15967	Issued 1/25/16	\$ 442
--------------	----------------	--------

8. Approve a Resolution for Member Participation in a Cooperative Pricing System

To approve a resolution authorizing White Township Board of Education to enter into a cooperative pricing agreement with Hunterdon County Educational Services Commission.

9. Approve a Resolution to Purchase Proprietary Apple Technology Products

WHEREAS, the Hunterdon County Educational Services Commission (“HCESC”), as Lead Agency for the HCESC cooperative pricing system, has awarded a contract for proprietary Apple technology products (bid number HCESC-TEC-16-01), effective March 25, 2016 following the public solicitation of sealed bids pursuant to N.J.S.A. 18A:18A-15, N.J.S.A. 40A:11-13 and N.J.A.C. 5:34-9.1; and

WHEREAS, the White Township Board of Education is a member of the HCESC cooperative pricing system and is authorized to make purchases from contracts awarded by the HCESC pursuant to N.J.A.C. 5:34-7.1 et seq; and

WHEREAS, the Apple technology products covered by the HCESC contract sought by the White Township Board of Education are of such a specialized nature that only such products will meet the needs of the White Township Board of Education; and

WHEREAS, the White Township Board of Education has heavily invested time and funds into the acquisition and integration of Apple products in local operations that will be wasted if non-Apple products were used to supplement the existing technology; and

WHEREAS, the use of non-Apple products would require either the wholesale replacement of the technology currently used by the White Township Board of Education or an unsupportable level of training, support and maintenance services that would utterly defeat the purpose of the public contracting law;

NOW, THEREFORE, BE IT RESOLVED that the White Township Board of Education hereby authorizes the purchase of proprietary Apple technology products through HCESC Contract (HCESC-TEC-16-01) from Apple, Inc. 5505 W. Parmer Lane, MS 578-ROA Austin, TX 78727-6524, for the following items: iPad Air, iPad Pro, Protection Plans, Accessories, Cases and Covers.

10. Approve a Contract for Behavioral Analytical Services

To approve a contract with Applied Behavioral Consulting (ABC), LLC to provide Behavioral Consultative Services at the rate of \$125 per hour for the 2016-2017 school year.

11. Approve the Delta-T Group North Jersey, Inc. Educational Rate Sheet

To approve the Delta-T Group North Jersey, Inc. educational rate sheet for the 2016-2017 school year.

WHITE TOWNSHIP BOARD OF EDUCATION

Regular Session Minutes

November 28, 2016

Page 4

Block Motion – Finance - continued

12. Approve an Agreement with The Uncommon Thread

Approve an Agreement with The Uncommon Thread to provide consultative services in the area of Behavior Analysis, ABA consultation and parent training per the following rates: \$35/hour for Para-Professional, \$50/hour for ABA Consultant/Teacher, \$75/hour for Behavior Specialist, \$75/hour for Parent Training by Behaviorist, \$130 for BCBA.

13. Approve an Agreement with Brett DiNovi & Associates, LLC

To approve an agreement with Brett DiNovi & Associates, LLC for Behavioral/Education Consultation for the 2016-2017 school year.

CURRICULUM

Mr. Slattery thanked Mrs. Sheneman and Mrs. Kline for affording music students the opportunity to attend a concert by the New York Philharmonic Orchestra.

Block Motion – Curriculum

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

1. Approve a Grade 4 Field Trip

To approve a field trip for approximately 29 grade 4 students to Crystal Cave, Kutztown, PA on May 25, 2017. The cost per pupil for the field trip is \$12.

2. Approve a Grade 7 & 8 Field Trip

To approve a field trip for approximately 70 grade 7&8 students to Belvidere High School on December 9, 2016 to attend their high school winter concert. There is no cost for this field trip.

3. Approve a Music Field Trip

To approve a field trip for approximately 27 music students to New York Philharmonic Young People's Concert for Schools, New York, NY on January 18, 2017. The cost per pupil for the field trip is \$8 plus the cost of the bus.

4. Approve a Grade 5 Field Trip

To approve a field trip for approximately 25 grade 5 students to Arts Quest, Bethlehem, PA on May 19, 2017. The cost per pupil for the field trip is \$30.

BUILDINGS & GROUNDS

Mr. Panetta noted that the Committee met and discussed obsolete items for recycling, list of capital improvements, fire inspector input on lockers and the generator.

Block Motion – Buildings & Grounds

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

1. Approval to Recycle Obsolete Equipment

To approve recycling the following equipment:

- 2 TV
- 7 Printers
- 1 Projectors

WHITE TOWNSHIP BOARD OF EDUCATION
Regular Session Minutes
November 28, 2016
Page 5

Block Motion – Buildings & Grounds - continued

- 1 Cash Register
- 35 Monitors
- 32 Towers
- 8 Laptops
- 9 Overheads
- 11 Access points
- 2 VCRs
- 5 Radios
- 1 Tape Player
- 2 Smart boards

2. Approve an update to the District Five Year Long Range Facility Plan

To approve an update to the district five-year LRFP (Long Range Facility Plan) to include the following 2016-2021 anticipated capital improvements/projects:

16-17 LRFP Amend	Paint Nurse Office and Main Offices	\$ 8,500
16-17 LRFP Amend	Reconfigure Main Office space/Security Upgrades	\$200,000
16-17 LRFP Amend	Replace sinks in Science Lab	\$ 20,000
16-17 LRFP Amend	Remove Carpet in Library – Replace w/VC tile	\$ 5,000
16-17 LRFP Amend	Paint 5 classrooms	\$ 7,500
16-17 LRFP Amend	Replace electrical panels; remove unused	\$ 5,000
16-17 LRFP Amend	Replace Fire alarm system	\$ 25,000
16-17 LRFP Amend	Crack Seal and Line Parking Lot (both sides)	\$ 10,000
16-17 LRFP Amend	Repaint Roof Units	\$ 5,000
17-18 LRFP Amend	Remove floor in Speech/ Art - Replace w/VC tile	\$ 7,500
17-18 LRFP Amend	Refinish hallway floor & install VC tile- 1931 bldg	\$ 30,000
17-18 LRFP Amend	Remove Carpet in Library – Replace w/VC tile	\$ 5,000
17-18 LRFP Amend	Replace carpet in Room 180(Hutchison) w/ VC tile	\$ 12,000
17-18 LRFP Amend	Paint 1931 hallway & staircases, 56&73 staircases	\$ 5,000
17-18 LRFP Amend	Install drop ceiling in Caf; ceiling heat & ductwork	\$ 25,000
17-18 LRFP Amend	Add Playground Equipment	\$ 15,000
17-18 LRFP Amend	Paint 5 classrooms	\$ 7,500
18-19 LRFP Amend	Remove Asbestos tile in 4 classrooms (1973 wing)	\$ 75,000
18-19 LRFP Amend	Remove Asbestos pipe covering	\$ 25,000
18-19 LRFP Amend	Replace floor tile in Sections 1956, 1973, 1999	\$ 30,000
18-19 LRFP Amend	Replace carpeting in 1931 section (7 classrooms)	\$ 17,500
18-19 LRFP Amend	Resurface Parking Area on Rt 519 side/add spaces	\$ 25,000
18-19 LRFP Amend	Replace security camera system	\$ 20,000
18-19 LRFP Amend	Paint 5 classrooms	\$ 5,000
19-20 LRFP Amend	Replace Heating DDC controls	\$ 20,000
19-20 LRFP Amend	Paint 5 classrooms	\$ 5,000
19-20 LRFP Amend	Remodel 1956 student bathrooms	\$ 50,000
19-20 LRFP Amend	Upgrade to LED lights (hallways)	\$ 10,000
19-20 LRFP Amend	Replace Tractor	\$ 20,000
19-20 LRFP Amend	Replace well pump	\$ 5,000
20-21 LRFP Amend	Replace roof in 1999 addition (2/3 building)	<u>\$750,000</u>
	Total Anticipated Projects List	<u>\$1,450,500</u>

WHITE TOWNSHIP BOARD OF EDUCATION
Regular Session Minutes
November 28, 2016
Page 6

Block Motion – Buildings & Grounds - continued

3. Approve the Maximum Capital Reserve Account Amount

To approve the maximum capital reserve amount of \$1,450,500 based on a November 28, 2016 analysis of the District's five year Long Range Facility Plan as amended. White Township Board of Education has identified 31 projects in the amended five year Long Range Facility Plan that have an estimated local cost of \$1,450,500. The maximum capital reserve amount of \$1,450,500 is equal to the current estimated local share of the projects. The Capital Reserve account balance is \$471,955 as of October 31, 2016.

PUBLIC RELATIONS

Mr. Boehm noted that Mrs. Mulligan has been chosen for "White Spotlight" recognition for the month of December and he anticipates the roll-out of Facebook to be sometime next week.

BHS BOARD MEMBER

Mr. Rader reported on Belvidere PARCC & AP testing results. Mr. Rader noted that their PARCC results were very close to or above State averages in the categories. Mr. Rader further noted that the AP scores vary from year to year and this year's were lacking.

SHARED SERVICES LIAISON COMMITTEE

Mrs. Rowe noted that the group will meet next month in White prior to the Board meeting.

GOALS & OBJECTIVES

Mr. Slattery noted that County Office is due for a visit next month to assess midyear progress on our QSAC District Improvement Plan.

OLD BUSINESS

- Approve Superintendent Merit Goals for the 2016-2017 school year

A motion was made by Mr. Panetta and seconded by Mr. Rader to approve submission of Superintendent merit goals to the County Office of Education for the 2016-2017 school year as follows:

Qualitative Goal #1 - Adoption of security upgrades for the 2017-2018 school year. Dollar Value = \$2,900 (2%).

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

Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Martowicz – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

NEW BUSINESS

Mr. Slattery asked Committee chairs to get a sense of which members will want to stay on their same Committees and who might want to make changes.

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mr. Panetta and seconded by Mrs. Nikolopoulos to approve the Superintendent's Report for the period October 21 – November 23, 2016. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

WHITE TOWNSHIP BOARD OF EDUCATION
Regular Session Minutes
November 28, 2016
Page 7

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mr. Panetta and seconded by Mr. Rader to acknowledge receipt of one HIB investigation not deemed a HIB incident for the period October 21, 2016 – November 23, 2016. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Mrs. Nikolopoulos and seconded by Martowicz to adjourn the meeting at 7:54 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary