

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

OCTOBER 24, 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. Panetta, Mrs. Nikolopoulos, Mrs. Martowicz and Mrs. Lensi. Mrs. Sroka arrived at 7:45 and Ms. Lee arrived at 7:48. Michael Slattery, Superintendent, Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 6 members of the public. Mr. Rader 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.

AUDIT PRESENTATION

Mr. Anthony Ardito, the Board's Auditor, presented an overview of the 2015-2016 Comprehensive Annual Financial Report. Mr. Ardito reviewed the status of the district reserve accounts and surplus. Mr. Ardito noted that the audit went very well, Mrs. Huff had everything in good order, and there are no audit recommendations.

- Accept the CAFR Report

A motion was made by Mr. Panetta and seconded by Mrs. Nikolopoulos to accept the Comprehensive Annual Financial Report for the fiscal year that ended June 30, 2016 as prepared by Anthony Ardito, Ardito & Company, LLP with no recommendations. Motion carried as follows: Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mrs. Nikolopoulos – yes, Mrs. Panetta – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

- Approval of Corrective Action Plan for the 2015-2016 Audit

A motion was made by Mrs. Nikolopoulos and seconded by Mr. Panetta to approve the Corrective Action Plan with no recommendations. Ms. Lee – yes, Mrs. Sroka – yes, Mrs. Lensi – yes, Mrs. Martowicz – yes, Mrs. Nikolopoulos – yes, Mrs. Panetta – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

PARCC PRESENTATION

Mrs. Werkheiser and Mrs. Walsh provided an overview of the results of the PARCC assessments and the NJASK tests students took in the spring.

APPROVE MEETING MINUTES

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the minutes as submitted from the September 26, 2016 Regular Session Meeting. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

None

CORRESPONDENCE & ANNOUNCEMENTS

None

COMMITTEE REPORTS

PERSONNEL

Block Motion – Personnel

A motion was made by Mrs. Martowicz and seconded by Mrs. Nikolopoulos 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, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

1. Approve an Extra-Curricular Activity Position

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

Kenna Pearson	Art Show (Head)	Year	8	\$2,342*
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2. Approve a Field Experience

To approve Allyson Penna, current East Stroudsburg University student, to complete a 20 hour field experience in the classroom.

3. Approve Additional Substitute Teachers

To approve Sean Thorne, Elizabeth Thomas and Elizabeth Burkat as additional substitute teachers for the 2016-2017 school year. Ms. Burkat holds a NJ Teaching Certificate and Mr. Thorne and Ms. Thomas hold NJ Substitute Certificates.

4. Approve a Classroom Observation

To approve Caitlyn Hartzog, current Warren County Community College student, to complete a classroom observation and assist in a classroom for 20 hours.

5. Approve a Job Shadowing Experience

To approve Brooke Moyle, current Misericordia University student, to complete a 2 day job shadowing experience in the school.

6. Approve an Unpaid Leave

To approve an unpaid leave for Ashley Kithcart to commence at the conclusion of her approved NJ Family leave, approximately February 1 – March 31, 2017.

TRANSPORTATION

No updates.

POLICY

No updates.

FINANCE

Block Motion – Finance

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

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Block Motion – Finance - continued

1. Approve September 2016 Board Secretary's Report and Treasurer's Report

To approve the September 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 September 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 October 2016 Bills List

To approve the payment of the October 2016 bills in the total amount of \$780,783.72 for all funds.

3. Approve September 2016 Cafeteria Bills

To approve the payment of the September 2016 Cafeteria bills in the amount of \$7,297.35.

4. Approve Budget Transfers

To approve budget transfers for September 2016 in the amount of \$144.94.

5. Approve a 2017-2018 Budget Calendar

To approve a 2017-2018 Budget Calendar

6. Approve Staff Travel

To approve the following staff travel:

- Susan Marsh and Debbie Biggs to a workshop "Improve Behavior and Increase Learning" on December 2, 2016 in Allentown, PA. The cost of the workshop per attendee is \$245 and mileage reimbursement not to exceed \$20.
- Nancy Wheatley and Tadgh Labar to a workshop "Navigating 2016-17 Math Standards" on November 16, 2016 in Montclair, NJ. The cost of the workshop is \$150 per attendee and mileage reimbursement not to exceed \$30.

7. Approve a Tuition Contract with Belvidere School District

To approve a tuition contract with Belvidere School District for one student (SID#7600691611) to attend their MD Program at a tuition cost of \$30,000 for the 2016-2017 school year.

CURRICULUM

Mrs. Sroka noted that the Committee met and discussed items on the agenda for approval this evening as well as technology in the classroom and some GEM activities.

Block Motion – Curriculum

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

1. Approve a Field Trip

To approve a field trip for approximately 28 Kindergarten students to Turtle Back Zoo, West Orange, NJ on May 2, 2017. The cost per pupil for the trip is \$10.30.

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Block Motion – Curriculum - continued

2. Approve After School GEM Activities

To approve the following after school GEM activities for the 2016-2017 school year. There is no cost for the activities and parents provide transportation.

Battle of the Minds	Grades 7/8	Warren Hills Middle School	November 3, 2016
Battle of the Minds	Grades 5/6	Hackettstown Middle School	November 15, 2016
Marvelous Math	Grade 2	Harmony Township Fire Dept.	December 9, 2016
Legos on the Loose Expo	Grade 3	Hatchery Hill Elementary School	January 26, 2017
Spelling Bee	Grades 5/6	Phillipsburg Housing Authority	February 15, 2017
Third Grade Math Event	Grade 3	Harmony Township Firehouse	February 22, 2017
Phabulous Physics	Grades 3/4	Mansfield Township Elementary School	March 3, 2017
Battle of the Books	Grades 5/6	Great Meadows Regional Middle School	April 11, 2017
Invention Expo	Grade 4	Hatchery Hill Elementary School	April 27, 2017
Battle of the Books	Grades 3/4	Oxford Street Elementary School	May 18, 2017

3. Approve a Fundraiser

To approve a request for an apparel sale with proceeds to benefit the White Township Scholarship Fund.

4. Approve a Field Trip

To approve a field trip for approximately 32 8th grade students to visit Belvidere High School on November 16, 2016. There is no cost for this field trip.

5. Approve an Additional 8th Grade Fundraiser

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

- Family Fun Night at Cue Connection in Hackettstown, NJ.

BUILDINGS & GROUNDS

Mr. Panetta updated the Board on the following: the completion of the generator project, the buddy bench, repair of the library steps, lead testing, comprehensive maintenance plan and the installation of the rock wall.

Block Motion – Buildings and Grounds

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to approve the following agenda items #1 through #3. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

1. Approve a Use of Facility Request

To approve a use of facility request from Girl Scout Troop #94643 to use the cafeteria on October 27, 2016.

2. Approve a Use of Facility Request

To approve a use of facility request from White Township Youth Athletic Association to use the gym for basketball October 25, 2016 – March 31, 2017.

3. Approve the Comprehensive Maintenance Plan and M-1 Form

To approve submission of the 2016-2017 Comprehensive Maintenance Plan and the accompanying M-1 Form.

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PUBLIC RELATIONS

Mr. Boehm noted that the Committee met and discussed the rollout of Facebook, Mrs. Bellfy chosen as the first recipient of the "White Spotlight" recognition and a schedule for monthly staff treats.

BHS BOARD MEMBER

No updates.

SHARED SERVICES LIAISON COMMITTEE

No updates.

GOALS & OBJECTIVES

Mr. Slattery reminded the group that there is a district improvement plan in place due to the test data last year and he anticipates there will be a mid-year review of our progress.

OLD BUSINESS

Mrs. Rowe noted that she got feedback for two Superintendent merit goals, safety and security and shared services. Mr. Slattery will reach out to the County Office with proposed language and to ascertain the feasibility of approval of goals this late in the year.

Mr. Panetta noted that there are professionals willing to volunteer to teach archery if there is interest from the students.

NEW BUSINESS

None.

APPROVE SUPERINTENDENT'S REPORT

A motion was made by Mrs. Sroka and seconded by Mr. Panetta to approve the Superintendent's Report for the period September 26 – October 21, 2016. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mrs. Nikolopoulos and seconded by Ms. Lee to acknowledge receipt of no HIB reports for the period September 26 – October 21, 2016. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

APPROVE THE NJQSAC STATEMENT OF ASSURANCES

A motion was made by Ms. Lee and seconded by Mrs. Nikolopoulos to approve the NJ Quality Single Accountability Continuum Statement of Assurance for the 2015-2016 school year. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

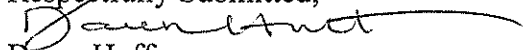
OPEN PUBLIC COMMENT

None

ADJOURNMENT

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to adjourn the meeting at 8:32 p.m. Motion carried as follows: Ayes – 8, Nays – 0, Abstentions – 0.

Respectfully Submitted,


Dawn Huff
Business Administrator/Board Secretary