

WHITE TOWNSHIP BOARD OF EDUCATION

REGULAR SESSION MEETING

MINUTES

MONDAY

SEPTEMBER 26, 2016

7:00 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. Lensi and Mrs. Sroka. Michael Slattery, Superintendent, Dawn Huff, Business Administrator/Board Secretary were also in attendance as well as 10 members of the public.

Mrs. Rowe opened the meeting at 7:05 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.

ETHICS PRESENTATION

Jeff Caccese, Board Attorney with the Comegno Law Group provided an overview of the role of a School Board Member, how the School Ethics Act applies to members and what happens if the School Ethics Act is violated. Mr. Caccese also reviewed how a school board meeting should be conducted.

Ms. Lee arrived at 7:30 p.m.

APPROVE MEETING MINUTES

A motion was made by Mrs. Nikolopoulos and seconded by Mr. Panetta to approve the minutes as submitted from the August 22, 2016 Regular Session Meeting and Executive Session minutes and the August 31, 2016 Special Session Meeting. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Stanski discussed concerns with the cost of the 8th grade trip and asked if Administration could look into alternate options for a trip prior to the October 1st deadline they were given. Mrs. Waiters noted that because some of the parents were concerned at the high cost of the trip she had reached out to Gerber Tours for a comparative quote for a similar trip to assure that the numbers were consistent with those quoted by the school and the quote she was given was considerably less per pupil. Mr. Slattery noted that the school's quote assured that the cost of the traditional quality of the trip including quality of hotel, number of chaperones and security for participants was included. Mr. Slattery discussed the challenges of running the trip with smaller class sizes and the impact this has on per pupil costs. Ms. Lee expressed concern that the details of the quote weren't shared with parents and it gave the appearance that Administration wasn't being transparent. Mrs. Fiore asked for a detailed quote of the proposed cost so parents could see what is included in the cost of the trip. Mrs. Stanski asked if the Board could hold off on approving the trip until the details could be reviewed further and noted that some student may not be able to go because of the cost. Mrs. Fiore asked wasn't it their right to get the detailed breakdown of the costs since they are doing the fundraising. Mrs. Rowe asked that any further discussion on this field trip be held until the Curriculum Committee portion of the meeting.

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CORRESPONDENCE & ANNOUNCEMENTS

Mrs. Huff noted a letter of appreciation to Mrs. Sheneman thanking her for the donation of a king trumpet and a king trombone to the music program.

COMMITTEE REPORTS

PERSONNEL

The Board discussed approval of the new Webmaster and Drama Club positions outside of the negotiated agreement. The Board agreed to align the positions with the current extra-curricular activity positions.

Block Motion – Personnel

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

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

To approve a request from Amy Stumpe to transfer on the salary guide from Step 7* MA to Step 7* MA+15 at the new salary rate of \$59,435*.

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

2. Approve the School Physician

To approve Dr. Rachel Liebman as the School Physician.

3. Approve Additional Substitutes

To approve Amy Ferrara and Marie Betro as additional substitute teachers and Michelle Finamore as an additional substitute nurse for the 2016-2017 school year. Ms. Ferrara and Ms. Betro hold a NJ teaching certificate and Ms. Finamore hold a NJ substitute certificate.

4. Approve an Extra-Curricular Activity Position

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

Kathryn Cavitch	Girls on the Run (Asst.)	Year 1	\$1,819*
Margaret Sheneman	Bell choir/Chorus Advisor (Head)	Year 6	\$2,166*
Anthony Marinelli	Webmaster (Head)	Year 1	\$1,992*
Rich Fischl	Student Government (Head)	Year 1	\$1,992*
Rebecca Morrell	Drama Club (Head)	Year 1	\$1,992*
Deirdre Mulligan	G&T Afterschool Activities (Head)	Year 6	\$2,166*
Alison Walsh	Jump Start (Head)	10+Years	\$2,517*
Nancy Wheatley	Jump Start (Asst.)	Year 9	\$2,166*
Rebecca Morrell	Jump Start (Asst.)	Year 2	\$1,819*
Joan Williams	Jump Start (Asst.)	Year 9	\$2,166*
Stephanie Bolen	Jump Start (Asst.)	Year 5	\$1,993*

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

5. Approve a Part-time Paraprofessional

To approve Damaris Millheim as a part-time paraprofessional from approximately October 12, 2016 – March 24, 2017, not to exceed 4 hours per day, Step 1D, \$13.41/hour.

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Block Motion – Personnel - continued

6. Approve Extra Coverage

To approve the use of Paraprofessionals, Damaris Millheim and Tara Betancourt for extra hours of coverage, assigned and approved by the Principal. Paraprofessionals to be paid at their contracted hourly wage.

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

To approve a request from Margaret Sheneman to transfer on the salary guide from Step 7* BA+15 to Step 7* BA+30 at the new salary rate of \$55,435*.

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

TRANSPORTATION

No updates.

POLICY

Motion – Policy

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

1. Approve a Nursing Services Plan

To approve the Nursing Services Plan for the 2016-2017 school year.

FINANCE

Block Motion – Finance

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

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

To approve the August 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 August 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 September 2016 Bills List

To approve the payment of the September 2016 bills in the total amount of \$945,269.52 for all funds.

3. Approve August 2016 Cafeteria Bills

To approve the payment of the August 2016 Cafeteria bills in the amount of \$507.65.

4. Approve Budget Transfers

To approve budget transfers for August 2016 in the amount of \$1,295.49.

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Block Motion – Finance - continued

5. Approve a Tuition Contract with Allegro School

To approve a tuition contract with Allegro School for one student (ID#9760912165) to attend the program September 1, 2016 – June 30, 2017 for a tuition cost of \$82,980 for the 2016-2017 school year.

6. Approve Staff Travel

To approve the following staff travel:

- Dave Hartung to attend a workshop “Lead Sampling in School Facilities” in Mt. Olive, NJ on September 28, 2016. There is no cost for this workshop and mileage reimbursement not to exceed \$10.
- Stephanie Quinn to attend the 2016 Annual School Counselor Fall Conference at Rider University on October 14, 2016. The cost of the workshop is \$99 and mileage reimbursement not to exceed \$35.
- Erika Puskas to attend the New Jersey Council for the Social Studies Annual Conference in Piscataway, NJ on October 25, 2016. The cost for the conference is \$80 and mileage reimbursement not to exceed \$10.
- Marlene Saraiva, Courtney Pignataro and Dorothy Buel to attend a CPI Refresher sponsored by WCSSSD on October 10, 2016. The cost of the course for each attendee is \$25 and mileage reimbursement not to exceed \$10.
- Michelle Rivera, Melissa Rush and Krista Schaarschmidt to attend a CPI Refresher sponsored by WCSSSD on October 7, 2016. The cost of the course for each attendee is \$25 and mileage reimbursement not to exceed \$10.
- Marlene Saraiva to attend a workshop “Leading the Co-teaching Dance” in Monroe, NJ on November 17, 2016. The cost of the workshop is \$149 and mileage reimbursement not to exceed \$45.
- Marlene Saraiva to attend a workshop “The Special Services Director’s Toolkit” in Monroe, NJ on November 1, 2016. The cost of the workshop is \$149 and mileage reimbursement not to exceed \$45.
- Crystal Garvey and Katherine Williams to attend a Co-Teaching Conference in Cherry Hill, NJ on November 29, 2016. The cost of the conference per attendee is \$249 and mileage reimbursement not to exceed \$60.

7. Accept the Grant Award for Rural Education Achievement Program (REAP) Funding

To accept the REAP grant award for the 2016-2017 school year in the amount of \$17,033 and approve use of the funds for technology.

8. Accept a Donation

To accept a donation of a king trumpet and king trombone valued at \$660 from Mrs. Sheneman.

CURRICULUM

Mrs. Lensi asked if eighth grade parents are able to get their deposits back if the cost of the trip proves to be exorbitant. Mrs. Sroka expressed concern that the issues coming before the Board this evening were not vetted previously especially since there was a meeting to discuss the specifics of the trip with Administration and parents. The particulars should have been discussed with parents so these issues didn’t have to come to the Board. Mrs. Lensi asked why the Curriculum Committee had not been given the details of the trip so they could make a recommendation to the Board before asking them to vote on the issue.

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Block Motion – Curriculum

A motion was made by Mrs. Nikolopoulos and seconded by Mrs. Lensi to approve the following agenda items #1 through #4. Motion carried as follows: Ms. Lee – yes for #1, 3 & 4, abstain #2, Mrs. Sroka – yes, Mrs. Lensi - yes for #1, 3 & 4, abstain #2, Mrs. Martowicz – yes, Mrs. Nikolopoulos – yes, Mr. Panetta – yes, Mr. Rader – yes, Mr. Boehm – yes and Mrs. Rowe – yes.

1. Approve a Field Trip

To approve a field trip for approximately 37 grade 6 students to Medieval Times, Lyndhurst, NJ on May 25, 2017. The cost per pupil is \$36.45.

2. Approve a Field Trip

To approve a field trip for approximately 32 grade 8 students to Washington, D.C. on June 1-2, 2017. The cost per pupil is \$410.

3. Approve a Field Trip

To approve a field trip for approximately 10 grade 4 GEM students to Mind-Nastics in Blairstown, NJ on October 20, 2016. There is no cost for this field trip.

4. Approve Additional 8th Grade Fundraisers:

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

- Joe Corbi Pizza
- Bon-Ton Coupon Booklet
- Family Dining Nights (Applebee's, Buffalo Wild Wings, Friendly's & Quaker Steak)
- Poinsettia/Candy and/or Stuffed Animal Gram (nights of the Winter Concert)
- Easter Flowers

BUILDINGS & GROUNDS

Mr. Panetta discussed future approvals of the facility for the Farmer's Market, substantial completion of the generator project, lead testing requirements, parking lot maintenance, installation of the rock wall by an approved vendor, needed repairs to the Athletic Association shed, progress on the Buddy Bench, potential instructors for an Archery Club.

Block Motion – Buildings and Grounds

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to approve the following agenda items #1 through #5. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

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

To approve a use of facility request from the White Township PTO to use the stage for a book fair September 30 – October 7, 2016.

2. Approve a Use of Facility Request from the 8th Grade Class

To approve a use of facility request from the 8th grade class for a Halloween Dance for 3rd -5th graders on October 21, 2016.

3. Approve a Use of Facility Request from the 8th Grade Class

To approve a use of facility request from the 8th grade class for use of the hallway by the main office for 8th grade fundraising during the evening parent-teacher conferences.

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Block Motion – Buildings and Grounds - continued

4. Approve a Snow Removal Contractor for the 2016-2017 School Year

To approve Shoemaker & Lynch, Inc. for snow removal for the 2016-2017 school year at the following rates:

Salting	\$120.00 per hour
Salt per ton	\$135.00
Plowing	\$120.00 per hour

5. Approve a Use of Facility Request from the 8th Grade Class

To approve a use of facility request from the 8th grade class for use of the main hallway for the sale of concessions during home basketball games.

PUBLIC RELATIONS

Mr. Boehm noted that Board members provided food items to the staff prior to Back to School evenings and the gesture was well received by teaching staff members. Mr. Boehm further reported that the Committee would like to meet with the new Webmaster to discuss the roll-out of Facebook and the “Spotlight” initiative.

BHS BOARD MEMBER

Mr. Rader noted that Belvidere replaced one of the elementary school Principals.

SHARED SERVICES LIAISON COMMITTEE

No updates.

GOALS & OBJECTIVES

Mrs. Rowe noted that the Board needs to consider merit goals for Mr. Slattery and asked members to email them to Mr. Slattery by September 30th.

OLD BUSINESS

Mr. Panetta noted that the recent memorial dedications at the Township recreational fields were very nice and he thanked everyone who attended.

Mrs. Rowe asked Mrs. Sroka what her intentions are for her seat on the Board moving forward as she missed three meetings in a row. Mrs. Sroka noted that she would be continuing on the Board.

NEW BUSINESS

Mrs. Nikolopoulos expressed concern with the stop location on one of our current Belvidere High School routes. Mrs. Rowe encouraged Mrs. Nikolopoulos to follow the chain of command and in this case speak to Mrs. Good about your concerns with the stop.

APPROVE SUPERINTENDENT’S REPORT

A motion was made by Mrs. Sroka and seconded by Mrs. Lensi to approve the Superintendent’s Report for the period August 22 – September 23, 2016. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

A motion was made by Mr. Panetta and seconded by Mr. Rader to acknowledge receipt of no HIB reports for the period August 22 – September 23, 2016. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

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APPROVE HIB SELF ASSESSMENT REPORT

A motion was made by Mr. Panetta and seconded by Mr. Boehm to approve the School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act for the 2015-2016 school year. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

OPEN PUBLIC COMMENT

Mrs. Gardella noted that there will be day time hours for the book-fair.

ADJOURNMENT

A motion was made by Mrs. Lensi and seconded by Mrs. Nikolopoulos to adjourn the meeting at 9:22 p.m. Motion carried as follows: Ayes – 9, Nays – 0, Abstentions – 0.

Respectfully Submitted,

Dawn Huff
Business Administrator
Board Secretary