

White Township Board of Education Minutes

August 25, 2008

Members Present

The regular meeting of the White Township Board of Education was held on the above date with the following members in attendance: Mr. Gary Meddaugh, Mr. Steve Muscat, Mr. Dave Rader, Mr. Ron Buckenmyer and Dr. John Fritz. Mr. Nelson Abrams, Mrs. Anna Skoog, Mr. Frank Panetta and Mrs. Chanda Collom were absent. Mrs. Linda Heilman, CSA and Mrs. Donnamarie Palmiere, SBA and five members of the public were also present.

Open Public Meetings Act

Mr. Meddaugh 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 Star Gazette, The Express-Times and the White Township Municipal Clerk in accordance with the Open Public Meetings Act.

Approval of Minutes

A motion was made by Mr. Muscat and seconded by Mr. Rader to approve the minutes of the July 28, 2008 regular meeting and executive session.
Ayes –5, Nays – 0, Abstentions – 0 Motion Carried

Correspondence

Mrs. Palmiere read a letter from Otis Elevator requesting that the district install a car landing safety device that would prevent possible injuries or death to their employees while they are working on our elevator. The cost is \$400.

Open Public Comment

None

Committee Reports

Personnel Committee – Mr. Buckenmyer told the Board that administrative contracts need to be done.

Transportation – Mr. Muscat met with the Transportation Coordinator to review the bus routes. He said that some minor adjustments were made to the transportation routes.

Policy – Mr. Buckenmyer informed the Board that there were policies to be reviewed in the CSA agenda.

Finance –No report.

Curriculum – No report.

Buildings & Grounds – Mr. Buckenmyer reported that he and Mr. Panetta did an inspection of the building and they found it to be in very good shape. They had a list of

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concerns/improvements that need to be addressed during the next few months. The priority on the list is to get quotes to have the windows in the primary wing, especially facing the courtyard, re-glazed. The Board would also like to send a "Thank-you" note to Dave Hartung and the Belvidere Fire House for washing down the parking lot after the construction.

Public Relations – No report.

Special Services - No report.

Planning/Expansion – No report.

BHS – No report.

Planning Board – No report.

Old Business

The Board will have a Special Meeting on September 22, 2008 at 7:30p.m. in the library to conduct a self-evaluation as well as to discuss goals and objectives. Parents, faculty and our NJ School Board representative, Diane Morris, will be invited.

New Business

None

CSA REPORT

ITEM #1 – DISTRICT ENROLLMENT (08/15/08)

| | |
|----------------------------|-----|
| Enrollment June 19, 2008 | 427 |
| Eighth Grade Promotion | 63 |
| Kindergarten Registration | 28 |
| Transferred In | 13 |
| Transferred Out | 9 |
| Enrollment August 15, 2008 | 396 |

ITEM #2 - APPROVAL OF ADMINISTRATIVE POLICY

The Chief School Administrator recommended approval of the 2008-2009 Administrative Policy.

(enclosed)

A motion was made by Mr. Rader and seconded by Mr. Muscat to approve the 2008-2009 Administrative Policy.

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

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ITEM #3 - APPROVAL OF SUBSTITUTES

The Chief School Administrator recommended approval of Miss Julie Bisci of Lopatcong Township as a substitute for the 2008-2009 school year.

A motion was made by Mr. Buckenmyer and seconded by Mr. Rader to approve Miss Julie Bisci of Lopatcong Township as a substitute for the 2008-2009 school year.

ROLL CALL:

Mr. Gary Meddaugh - Aye
Mr. Steve Muscat - Aye
Mr. Ron Buckenmyer - Aye
Mr. Dave Rader - Aye
Dr. John Fritz - Aye

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

ITEM #4 - APPROVAL TO SUBMIT SCHOOL LEVEL OBJECTIVES AND ATTAINMENT REPORT

The Chief School Administrator recommended submission of the 2008-2009 School Level Objectives and the School Level Attainment Report to the Department of Education for approval.
(To be distributed at meeting)

A motion was made by Mr. Buckenmyer and seconded by Mr. Rader to submit the 2008-2009 School Level Objectives and the School Level Attainment Report to the Department of Education for approval.

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

ITEM #6 - APPROVAL OF SAFETY PATROL - 2008-2009

The Chief School Administrator and Transportation Coordinator recommended approval of the 2008-2009 Safety Patrol.
(attached)

A motion was made by Mr. Rader and seconded by Mr. Muscat to approve the 2008-2009 Safety Patrol.

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

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ITEM #7 - APPROVAL OF BOARD POLICY ON SECOND READING

The Chief School Administrator and Board Policy Committee recommended adoption of the following policies and regulations on the second reading:

| | |
|-------|--|
| 0143 | Board Member Election and Appointment |
| 0144 | Board Member Orientation |
| 0152 | Board Officers |
| 0167 | Public Participation in Board Meetings |
| 2466 | Needless Public Labeling of Pupils with Disabilities |
| 3221 | Evaluation of Nontenured Teaching Staff Members |
| R3221 | Evaluation of Nontenured Teaching Staff Members |
| 6424 | Emergency Contracts |
| R6424 | Emergency Contracts |
| 5330 | Administration of Medication |
| R5330 | Administration of Medication |
| 2412 | Home Instruction due to Health Condition |
| R2412 | Home Instruction due to Health Condition |
| 2417 | Pupil Intervention and Referral Services |
| R2417 | Pupil Intervention and Referral Services |
| R2481 | Home or Out-of-School Instruction for General Education Pupils |
| 5610 | Suspension |
| R5610 | Suspension Procedures |
| 5615 | Suspected Gang Activity |
| 5620 | Expulsion |
| R8140 | Enrollment Accounting |

A motion was made by Mr. Buckenmyer and seconded Mr. Rader to adopt the following policies and regulations on the second reading:

| | |
|-------|--|
| 0143 | Board Member Election and Appointment |
| 0144 | Board Member Orientation |
| 0152 | Board Officers |
| 0167 | Public Participation in Board Meetings |
| 2466 | Needless Public Labeling of Pupils with Disabilities |
| 3221 | Evaluation of Nontenured Teaching Staff Members |
| R3221 | Evaluation of Nontenured Teaching Staff Members |
| 6424 | Emergency Contracts |
| R6424 | Emergency Contracts |
| 5330 | Administration of Medication |
| R5330 | Administration of Medication |
| 2412 | Home Instruction due to Health Condition |
| R2412 | Home Instruction due to Health Condition |
| 2417 | Pupil Intervention and Referral Services |
| R2417 | Pupil Intervention and Referral Services |
| R2481 | Home or Out-of-School Instruction for General Education Pupils |

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| | |
|-------|-------------------------|
| 5610 | Suspension |
| R5610 | Suspension Procedures |
| 5615 | Suspected Gang Activity |
| 5620 | Expulsion |
| R8140 | Enrollment Accounting |

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

ITEM #8 – APPROVAL OF BOARD POLICY ON FIRST READING

The Chief School Administrator and Policy Committee recommended approval of the following policies and regulations on the first reading:

| | |
|---------|---|
| 0142.1 | Nepotism |
| 0174 | Legal Services |
| 0177 | Professional Services |
| 1570 | Internal Controls |
| 1570R | Internal Controls |
| 1620 | Administrative Employment Contract |
| 6111 | Special Education Medicaid Initiative (SEMI) Program |
| 6111R | Special Education Medicaid Initiative (SEMI) Program |
| 6320 | Purchases Subject to Bid |
| 6360 | Political Contributions |
| 6362 | Contributions to Board Members and Contract Awards |
| 6423 | Expenditures for Non-Employee Activities, Meals, and Refreshments |
| 6470 | Payment of Claims |
| 6470R | Payment of Claims |
| 6510 | Payroll Authorization |
| 6831 | Withholding or Recovering State Aid |
| 7410 | Maintenance and Repair |
| 7410R | Maintenance and Repair |
| 7650 | School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting |
| 9120 | Public Relations Program |
| 5512.01 | Harassment, Intimidation and Bullying |
| 9541 | Student Teachers/Interns |

A motion was made by Mr. Buckenmyer and seconded by Mr. Muscat to approve the following policies and regulations on the first reading:

| | |
|--------|--|
| 0142.1 | Nepotism |
| 0174 | Legal Services |
| 0177 | Professional Services |
| 1570 | Internal Controls |
| 1570R | Internal Controls |
| 1620 | Administrative Employment Contract |
| 6111 | Special Education Medicaid Initiative (SEMI) Program |

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- 6111R Special Education Medicaid Initiative (SEMI) Program
- 6320 Purchases Subject to Bid
- 6360 Political Contributions
- 6362 Contributions to Board Members and Contract Awards
- 6423 Expenditures for Non-Employee Activities, Meals, and Refreshments
- 6470 Payment of Claims
- 6470R Payment of Claims
- 6510 Payroll Authorization
- 6831 Withholding or Recovering State Aid
- 7410 Maintenance and Repair
- 7410R Maintenance and Repair
- 7650 School Vehicle Assignment, Use, Tracking, Maintenance, and Accounting
- 9120 Public Relations Program
- 5512.01 Harassment, Intimidation and Bullying
- 9541 Student Teachers/Interns

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

ITEM #9- APPROVAL OF 8TH GRADE FUNDRAISERS

The Chief School Administrator recommended approval of the following Eighth Grade Fundraisers:

- | | | |
|--------------------------------------|--|--------------------|
| Candy Sales | Yankee Candle Sale | Hoagie Sale |
| Pizza Sale | Birthday Board | Car Wash |
| Roadside Clean Up | Election Day Bake Sale | Tee Shirt Sale |
| Ice Cream Card Sale | Entertainment Book Sale | School Store Items |
| Child Care for Back to School Nights | Valentine’s Day Gift for Students Sale | |

A motion was made by Mr. Muscat and seconded by Mr. Rader to approve the following Eighth Grade Fundraisers:

- | | | |
|--------------------------------------|--|--------------------|
| Candy Sales | Yankee Candle Sale | Hoagie Sale |
| Pizza Sale | Birthday Board | Car Wash |
| Roadside Clean Up | Election Day Bake Sale | Tee Shirt Sale |
| Ice Cream Card Sale | Entertainment Book Sale | School Store Items |
| Child Care for Back to School Nights | Valentine’s Day Gift for Students Sale | |

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

ITEM #10 – 2008-2009 TRANSPORTATION CONTRACT RENEWAL WITH GARDEN STATE TRANSPORTATION

The Chief School Administrator and the Business Administrator recommended approval of the following transportation contract with Garden State Transport for the 2008-2009 school year:

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| Elementary: | High School: |
|--|-----------------|
| 1E \$20,359.40 | HS1 \$18,730.65 |
| 2E \$20,359.40 | HS3 \$29,333.51 |
| 3E \$20,359.40 | HS7 \$25,111.35 |
| 4E \$20,359.40 | HS9 \$18,730.64 |
| 5E \$23,616.89 | |
| 6E \$23,616.89 | |
| 7E \$23,616.89 | |
| 8E \$20,359.40 | |
| 9E \$20,359.40 | |
| 10E \$21,988.15 | |
| 12K \$15,473.14 | |
| 13K \$15,473.14 | |
| TOTAL \$337,847.65 (2.89% increase over 2007-2008) | |

A motion was made by Mr. Rader and seconded by Dr. Fritz to approve the following transportation contract with Garden State Transport for the 2008-2009 school year:

Be it resolved to approve the 2008-2009 Transportation Agreement with Garden State Transport for the following Routes:

| Elementary: | High School: |
|--|-----------------|
| 1E \$20,359.40 | HS1 \$18,730.65 |
| 2E \$20,359.40 | HS3 \$29,333.51 |
| 3E \$20,359.40 | HS7 \$25,111.35 |
| 4E \$20,359.40 | HS9 \$18,730.64 |
| 5E \$23,616.89 | |
| 6E \$23,616.89 | |
| 7E \$23,616.89 | |
| 8E \$20,359.40 | |
| 9E \$20,359.40 | |
| 10E \$21,988.15 | |
| 12K \$15,473.14 | |
| 13K \$15,473.14 | |
| TOTAL \$337,847.65 (2.89% increase over 2007-2008) | |

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

TEM #11 – APPROVAL OF MEMORANDUM OF AGREEMENT WITH LAW ENFORCEMENT

The Chief School Administrator recommended approval of the Memorandum of Agreement with Law Enforcement.

A motion was made by Mr. Buckenmyer and seconded by Mr. Rader to approve the Memorandum of Agreement with Law Enforcement.

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

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ITEM #12 – APPROVAL OF LATERAL MOVES ON SALARY GUIDE

The Chief School Administrator recommended approval of the following lateral moves on the salary guide in accordance with the current negotiated contract:

| | | |
|---------------------|---------------|----------|
| Mrs. Debra Biggs | Step 15 MA | \$61,810 |
| Mrs. Nancy Wheatley | Step 4 MA +30 | \$53,290 |

A motion was made by Mr. Muscat and seconded by Dr. Fritz to approve the following lateral moves on the salary guide in accordance with the current negotiated contract:

| | | |
|---------------------|---------------|----------|
| Mrs. Debra Biggs | Step 15 MA | \$61,810 |
| Mrs. Nancy Wheatley | Step 4 MA +30 | \$53,290 |

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

ITEM #13 – APPROVAL OF CONTRACT FOR PHYSICAL THERAPY SERVICES

The Chief School Administrator and Child Study Team recommended approval of a contract with Allison M. Peck, P.T. for physical therapy services from July 2008 to June 2009 at the rate of \$79.00 per hour.

A motion was made by Dr. Fritz and seconded by Mr. Muscat to approve a contract with Allison M. Peck, P.T. for physical therapy services from July 2008 to June 2009 at the rate of \$79.00 per hour

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

ITEM #14– APPROVAL OF SPECIAL EDUCATION CONTRACT

The Chief School Administrator and Child Study Team recommended approval of a contract with Somerset Hills commencing July 2008 to June 2009 for a summer program in the amount of \$11,940 and regular year program in the amount of \$74,028 for a total of \$85,968.

A motion was made by Mr. Buckenmyer and seconded by Mr. Muscat to approve a contract with Somerset Hills commencing July 2008 to June 2009 for a summer program in the amount of \$11,940 and regular year program in the amount of \$74,028 for a total of \$85,968.

Ayes - 4, Nays – 1(Mr. Rader), Abstentions – 0 Motion carried

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ITEM #15 – APPROVAL OF JOINTURE FOR PRESCHOOL DISABILITIES TRANSPORTATION

The Chief School Administrator and Business Administrator recommended approval of two transportation jointure contracts (one for AM and one for PM) with the Harmony Township Board of Education for preschool disabilities students in the amount of \$7,900 each for a total of \$15,800.

A motion was made by Dr. Fritz and seconded by Mr. Buckenmyer to approve two transportation jointure contracts (one for AM and one for PM) with the Harmony Township Board of Education for preschool disabilities students in the amount of \$7,900 each for a total of \$15,800.

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

FYI - September 22, 2008 meeting with Diane Morris

Initiatives - Learnia – State program for benchmark assessments throughout the year (Fall and Winter or early Spring)

NJ ASK results grades 5-8 – Individual Student Reports will be available during the first week of September and will be mailed home

ADDENDUM TO CSA REPORT

ITEM# 1A – APPROVAL OF REQUEST FOR WAIVER FOR SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM

The Chief School Administrator and Business Administrator recommended approval of a request for a waiver from participation in the Special Education Medicaid Initiative (SEMI) Program for the 2008-2009 year due to the fact that the district has fewer than thirty Medicaid eligible classified students.

A motion was made by Mr. Rader and seconded by Mr. Buckenmyer to approve the following:

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2008-09, and

Whereas, the White Township Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 30 Medicaid eligible classified students based on the projection of the district's available SEMI reimbursement for the 2008-09 budget year

Now Therefore Be It Resolved that the White Township Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Warren an appropriate waiver of the requirements of NJAC 6A23A-5.3 for the 2008-09 school year.

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Date: August 25, 2008

Adopted: August 25, 2008

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

ITEM# 2A – APPROVAL TO AMEND FY2008 IDEIA APPLICATION

The Chief School Administrator and Business Administrator recommended approval of an amendment to the 2008 IDEIA application to include carry-over funds in the amount of \$2,008 for a total of \$131,065.

A motion was made by Dr. Fritz and seconded by Mr. Buckenmyer to approve an amendment to the 2008 IDEIA application to include carry-over funds in the amount of \$2,008 for a total of \$131,065.

Ayes - 5, Nays – 0, Abstentions – 0 Motion carried

Open Public Comment

Mrs. Hiedel asked if parents will be notified if their child had standardized test scores that were adjusted and was informed that they would be.

Executive Session

None

PAYMENT OF BILLS:

A motion was made by Mr. Muscat and seconded by Mr. Buckenmyer to approve the payment of the bills for August 2008 in the amount of \$967,336.40 and \$47,021.26 for July 08 payroll.

Ayes –5, Nays – 0, Abstentions –0 Motion carried

FINANCIAL REPORTS:

- A.) Board Secretary's Report
- B.) Treasurer's Report
- C.) Budget Certification
- D.) Budget Transfers

A motion was made by Mr. Rader and seconded by Mr. Muscat to approve the July, 2008 Board Secretary & Treasurer Reports and Budget Certification.

Ayes –5, Nays – 0, Abstentions –0 Motion carried

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ADJOURNMENT:

A motion made by Mr. Muscat and seconded by Mr. Rader to adjourn the meeting at 8:50 p.m.

Ayes –5, Nays – 0, Abstentions - 0

Respectfully submitted,

Donnamarie Palmiere,
Board Secretary