

White Township Board of Education Minutes

July 28, 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. Frank Panetta, Mr. Dave Rader, Mrs. Chanda Collom and Mr. Ron Buckenmyer. Dr. John Fritz arrived at 7:55p.m. and Mr. Nelson Abrams arrived at 7:50p.m. Mrs. Anna Skoog was not present. Mr. Frank Panetta left early at 8:20 p.m. Mrs. Linda Heilman, CSA and Mrs. Donnamarie Palmiere, SBA were also present. There was one member of the public.

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. Panetta to approve the minutes of the June 16, 2008 Regular meeting and Executive Session.

Ayes –5, Nays – 0, Abstentions – 1(Mr. Buckenmyer) Motion Carried

Correspondence

Mr. Meddaugh read a letter he received from Mrs. Harrison (parent and former student) that asked the Board to consider reviving the former Latin program.

Mr. Meddaugh read another letter from Mrs. Hiedel and the White Township PTO thanking Board members, Mrs. Chanda Collom, Mr. Steve Muscat and Mr. Gary Meddaugh for attending the PTO Appreciation evening and for presenting a plaque to the PTO. She also wants teachers to know that the PTO may be able to provide items that are needed and are not in the budget. She mentioned how lucky White Township School is to have such a dedicated CSA.

Open Public Comment

None

Committee Reports

Personnel Committee – Mr. Buckenmyer told the Board that an executive session will be needed to discuss CSA/BA evaluations and compensation.

Transportation – No report. Mr. Muscat requested that a meeting be scheduled with the Transportation Coordinator before the start of school to review the bus routes.

Policy – Mr. Buckenmyer informed the Board that mandatory policies were emailed and need to be reviewed.

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Finance – Mr. Meddaugh informed the Board of the end of year finances, including a possible one cent tax relief for 09-10.

Curriculum – No report.

Buildings & Grounds – Mr. Panetta gave an update on the exterior ramp/wall and library stair replacement project. He informed the Board that he had concerns because the workers were not always OSHA compliant. He mentioned that the water tank was exposed and the township building inspector was available on Monday's and Wednesday's.

A motion was made by Mr. Muscat and seconded by Mr. Buckenmyer to empower the Chairman of Buildings & Grounds to reconfirm the 8/15/08 deadline with the architect.

Ayes - 8, Nays – 0, Abstentions – 0 Motion carried

He asked if the fire and security drills were in the Parent Handbook and Mrs. Heilman informed him that she will add it. Buildings & Grounds committee also requested a recap of summer help, including hours, dollars and what was accomplished.

Public Relations – No report.

Special Services -No report.

Planning/Expansion – No report.

BHS – Mr. Rader reported that Belvidere was in the process of using some of their excess surplus funds. They purchased 110 new Dell computers. He also mentioned that they withdrew from the Middlesex accreditation. The transportation contracts were renewed, so they did not have to go out to bid. And last, the Board was working on a self-evaluation process.

Planning Board – No report.

Old Business

Mr. Panetta informed the Board that his foster daughter will be attending Belvidere High School.

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

A motion was made by Mr. Rader and seconded by Mrs. Collom to have a Special Meeting on September 22, 2008 for Goals & Objectives and for the Board to do a self-evaluation.

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Ayes - 8, Nays – 0, Abstentions – 0 Motion carried

Shared services were also discussed. Mr. Meddaugh informed the Board that the Township had a positive/proactive reaction to sharing services with us. The Warren Reporter printed an article on this featuring comment from Mr. Meddaugh. Mr. Meddaugh stated that the Township was very receptive to sharing services and he was advised that they would get back to him.

New Business

Mr. Buckenmyer asked the status of the Comcast contract. He thought he read somewhere that there was a \$10,000 grant or donation for schools. Mrs. Heilman said that she was not aware of anything, but would go back and look at the contract.

CSA REPORT

ITEM #1 – DISTRICT ENROLLMENT (6/19/2008)

Enrollment May 15, 2008	427
Transferred In	0
Transferred Out	0
Enrollment June 19, 2008	427

ITEM #2 – CLASSROOM ENROLLMENT (06/19/2008)

Kdg-AM – Williams	14
Kdg-PM – Williams	14
LLD K-2 – Werner	6
LLD 3-5 – Rosano	10
LLD 6-8 - Sypniewski	6
Grade 1 – May	22
Grade 1 – Rohaly	21
Grade 2 – Barofski	15
Grade 2 – Marsh	17
Grade 2 - Ritter	17
Grade 3 – Bellfy	20
Grade 3 – Fleming	17
Grade 4 - DeCesare	17
Grade 4 – Giffels	15
Grade 5 - Grater	19
Grade 5 – Hawk	15
Grade 5 - Hutchison	21
Grade 6 - Nobile	20
Grade 6 - Wheatley	22
Grade 7 - Fraunfelter	19
Grade 7 - LaBar	19
Grade 7 - Mulligan	20
Grade 8 - Fischl	20
Grade 8 - Skirbst	20
Grade 8 - White	21

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TOTAL 427

ITEM #3 – DISTRICT ATTENDANCE (6/19/08)

Total Days Possible	5551	
Total Days Present	5355	
Total Days Absent	196	
A. D. E.		427.00
A. D. A.		411.93
Student Rate of Attendance		96.5%

ITEM #4 – BELVIDERE HIGH SCHOOL ENROLLMENT (6/19/08)

	General Ed	Special Ed	
Grade 9	34	11	
Grade 10	38	8	
Grade 11	31	6	
Grade 12	44	7	
TOTAL	147	32	179

ITEM #5 - SPECIAL SERVICES PLACEMENTS (6/19/08)

Belvidere	
High School	32
BD (Behav. Disab.)	1
Preschool	2
Allamuchy Township School	1
Greenwich Township Preschool	1
Harmony Township Preschool	2
Hope Township Preschool	5
Knowlton Twp. Pre-School	1
Lake Drive School	0
Lakeview School	0
Midland School	1
Montgomery Academy	0
Pooh's Pre-School	0
Special Children's School	1
Stepping Stone School	1
Warren County Spec. Services	
Belvidere High School	0
Franklin Township	1
Hackettstown Middle School	0
Liberty	1
ARC	0
Warren Tech	1
Washington Nursery School	0
TOTAL	51

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ITEM #6 – WARREN COUNTY TECHNICAL SCHOOL (6/19/08)

Grade 12	4
Grade 11	4
Grade 10	9
Grade 9	6

Total 23

ITEM #7 – APPROVAL OF PARENTAL TRANSPORTATION CONTRACTS

The Chief School Administrator and the Business Administrator recommend approval of the following Special Education Parental Transportation Contracts:

PC1W \$ 410.16 From July 7, 2008 to August 21, 2008 To Hope Elementary School
PC2D \$ 746.93 From July 7, 2008 to August 21, 2008 To Hope Elementary School
PC3K \$ 779.69 From July 7, 2008 to August 21, 2008 To Hope Elementary School
(Total of 3 students of which one would require a bus aide)

A motion was made by Mr. Abrams and seconded by Mrs. Collom to approve the following Special Education Parental Transportation Contracts:

PC1W \$ 410.16 From July 7, 2008 to August 21, 2008 To Hope Elementary School
PC2D \$ 746.93 From July 7, 2008 to August 21, 2008 To Hope Elementary School
PC3K \$ 779.69 From July 7, 2008 to August 21, 2008 To Hope Elementary School
(Total of 3 students of which one would require a bus aide)

Ayes - 8, Nays – 0, Abstentions – 0 Motion carried

ITEM #8 – APPROVAL OF SPECIAL EDUCATION TUITION CONTRACT

The Chief School Administrator and Child Study Team recommend approval of a tuition contract with Stepping Stone School for a 30-day summer program for one student beginning on July 7, 2008 in the amount of \$6,435.30 (\$214.51 per diem).

A motion was made by Mr. Buckenmyer and seconded by Mr. Muscat to approve a tuition contract with Stepping Stone School for a 30-day summer program for one student beginning on July 7, 2008 in the amount of \$6,435.30 (\$214.51 per diem).

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

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ITEM #9 – APPROVAL OF SPECIAL EDUCATION TUITION CONTRACT

The Chief School Administrator and Child Study Team recommend approval of a tuition contract for two students with Harmony Township Board of Education for a preschool disabilities summer program beginning on June 30, 2008 and concluding on August 11, 2008, in the amount of \$3,000 (total).

A motion was made by Mr. Muscat and seconded by Mr. Abrams to approve a tuition contract for two students with Harmony Township Board of Education for a preschool disabilities summer program beginning on June 30, 2008 and concluding on August 11, 2008, in the amount of \$3,000 (total).

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #10 – APPROVAL OF SPECIAL EDUCATION TUITION CONTRACT

The Chief School Administrator and Child Study Team recommend approval of a tuition contract for two students with Knowlton Township Board of Education for a preschool disabilities summer program beginning on June 30, 2008 and concluding on August 8, 2008, in the amount of \$5,000 (total).

ITEM #11 – APPROVAL OF SPECIAL EDUCATION TUITION CONTRACT

The Chief School Administrator and Child Study Team recommend approval of a tuition contract for two students with Warren County Special Services School District for a summer program beginning on July 2, 2008 and concluding on August 13, 2008, in the amount of \$8,400 (total).

ITEM #12 – APPROVAL OF SPECIAL EDUCATION TUITION CONTRACT

The Chief School Administrator and Child Study Team recommend approval of a contract with The Midland School for tuition for the 2008-2009 school year beginning on July 1, 2008, in the amount of \$45,937.50 (\$218.75 per diem).

ITEM #1A – APPROVAL OF SPECIAL EDUCATION TUITION CONTRACT

The Chief School Administrator and Child Study Team recommend approval of a contract with Harmony Township Board of Education for tuition in the amount of \$38,700 for the 2008-2009 school year. This tuition is for three students enrolled in the preschool disabilities program (\$12,900 per student).

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ITEM #2A – APPROVAL OF SPECIAL EDUCATION TUITION CONTRACT

The Chief School Administrator and Child Study Team recommend approval of a contract with Hunterdon Learning Center for tuition in the amount of \$37,215 (\$206.75 per diem) for one student for the 2008-2009 school year.

ITEM #3A – APPROVAL OF SPECIAL EDUCATION TUITION CONTRACT

The Chief School Administrator and Child Study Team recommend approval of a contract with Special Children’s School for tuition in the amount of \$59,774; an aide’s salary of \$26,235 for the 2008-2009 school year.

A motion was made by Mr. Abrams and seconded by Mr. Rader to approve tuition contract for items 10, 11, 12, 1A, 2A and 3A.

Ayes -7, Nays – 0, Abstentions – 0 Motion carried

ITEM #13 – APPROVAL TO HIRE PART-TIME SUMMER HELP

The Chief School Administrator recommends hiring Mr. Nicholas DeLeeuw for part-time summer cleaning help in the amount of \$12.00 per hour.

A motion was made by Mr. Rader and seconded by Mr. Buckenmyer to hire Mr. Nicholas DeLeeuw as part-time summer cleaning help.

ROLL CALL:

Mr. Gary Meddaugh - Aye
Mr. Steve Muscat - Aye
Mr. Ron Buckenmyer - Aye
Mr. Dave Rader - Aye
Mr. Nelson Abrams - Aye
Mrs. Chanda Collom - Aye
Dr. John Fritz - Aye

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #14 – APPROVAL OF POLICY ON FIRST READING

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

0143 Board Member Election and Appointment
0144 Board Member Orientation
0152 Board Officers
0167 Public Participation in Board Meetings

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2466	Needless Public Labeling of Pupils with Disabilities
3221	Evaluation of Nontenured Teaching Staff Members
R3221	Evaluation of Nontenured Teaching Staff Members
5512.01	Harassment, Intimidation, and Bullying
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 by Mr. Muscat to adopt the following policies and regulations on first 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
5512.01	Harassment, Intimidation, and Bullying
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

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

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ITEM #15 - APPROVAL OF NATIONAL SCHOOL LUNCH PROGRAM

The Chief School Administrator recommends approval to participate in the National School Lunch Program for the 2008-2009 school year.

A motion was made by Mr. Rader and seconded by Mrs. Collom to approve participation in the National School Lunch Program for the 2008-2009 school year.

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #16 - APPROVAL OF COSTS FOR STUDENT AND FACULTY LUNCHES FOR 2008-2009

The Chief School Administrator recommends approval of the following costs for lunch and milk for the students and faculty for the 2008-2009 school year:

	<u>Lunch Daily</u>	<u>Lunch Wkly</u>	<u>Milk</u>	<u>Kg. Milk</u>
Students 08-09	\$2.25	\$11.25	\$0.45	\$0.20
Adults 08-09	\$3.60	\$18.00	\$0.70	

A motion was made by Mr. Muscat and seconded by Mr. Rader to approve the following costs for lunch and milk for the students and faculty for the 2008-2009 school year:

	<u>Lunch Daily</u>	<u>Lunch Wkly</u>	<u>Milk</u>	<u>Kg. Milk</u>
Students 08-09	\$2.25	\$11.25	\$0.45	\$0.20
Adults 08-09	\$3.60	\$18.00	\$0.70	

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #17 - APPROVAL OF USE OF BUILDING & GROUNDS - WTYAA

The Chief School Administrator recommends permission be granted to the White Township Youth Athletic Association to use the building and grounds from July 2008 through June 2009 for meetings, programs, and events. Dates and times are subject to administrative approval and completion of appropriate forms.

A motion was made by Mr. Rader and seconded by Mr. Abrams to grant permission to the White Township Youth Athletic Association to use the building and grounds from July 2008 through June 2009 for meetings, programs, and events. Dates and times are subject to administrative approval and completion of appropriate forms.

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

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ITEM #18 - APPROVAL FOR USE OF BUILDING & GROUNDS - SCOUTING GROUPS

The Chief School Administrator recommends permission be granted to White Township Scouting groups to use the building and grounds from July 2008 through June 2009 for meetings, programs, and events. Dates and times are subject to administrative approval and completion of appropriate forms.

A motion was made by Mr. Rader and seconded by Mr. Abrams to grant permission to White Township Scouting groups to use the building and grounds from July 2008 through June 2009 for meetings, programs, and events. Dates and times are subject to administrative approval and completion of appropriate forms.

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #19 - APPROVAL OF SUBSTITUTE CALLER

The Chief School Administrator recommends hiring Mrs. Patricia Meyers as substitute caller for the 2008-2009 school year at a rate of \$10 per hour for 20 hours per month.

A motion was made by Mr. Buckenmyer and seconded by Mr. Muscat to approve hiring Mrs. Patricia Meyers as substitute caller for the 2008-2009 school year at a rate of \$10 per hour for 20 hours per month.

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #20 - APPROVAL OF SAIF INDEMNITY AND TRUST RENEWAL

The Chief School Administrator and Business Administrator recommend approval to renew our membership in the School Alliance Insurance Fund (SAIF).
(See attached Resolution)

A motion was made by Mr. Rader and seconded by Mrs. Collom to renew our membership in the School Alliance Insurance Fund (SAIF).
(See attached Resolution)

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #21 - APPROVAL OF THE 2008-2009 STUDENT CODE OF CONDUCT

The Chief School Administrator recommends approval of the Student Code of Conduct for the 2008-2009 school year. (Enclosed)

A motion was made to approve the Student Code of Conduct for the 2008-2009 school year. (Enclosed)

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

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ITEM #22 - APPROVAL OF THE 2008-2009 PARENT HANDBOOK

The Chief School Administrator recommends approval of the 2008-2009 Parent Handbook. (Enclosed)

A motion was made to approve the 2008-2009 Parent Handbook with the addition of school security drills. (Enclosed)

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #23 - APPROVAL OF SCHOOL SCHEDULES

The Chief School Administrator recommends approval of the 2008-2009 class schedules. (Enclosed)

A motion was made by Mr. Muscat and seconded by Mr. Rader to approve the 2008-2009 class schedules. (Enclosed)

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #24 – APPROVAL OF ADMINISTRATIVE POLICY

The Chief School Administrator recommends approval of the 2008-2009 Administrative Policy. (Enclosed in second mailing)

This item has been tabled until next month.

ITEM #25 – APPROVAL TO SUBMIT MENTORING PLAN

The Chief School Administrator and Professional Development Committee recommend submission of the 2008-2011 Mentoring Plan to the Executive County Superintendent.

A motion was made by Mr. Rader and seconded by Mr. Abrams to submit the 2008-2011 Mentoring Plan to the Executive County Superintendent

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #26 – APPROVAL TO HIRE SCHOOL NURSE

The Chief School Administrator and Personnel Committee recommend hiring Ms. Laura Mazzei as School Nurse at Step 2, BA +15 on the negotiated contract at a salary of \$44,790.

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A motion was made by Mr. Abrams and seconded by Mrs. Collom to hire Ms. Laura Mazzei as School Nurse at Step 2, BA +15 on the negotiated contract at a salary of \$44,790.

ROLL CALL:

Mr. Gary Meddaugh - Aye
Mr. Steve Muscat - Aye
Mr. Ron Buckenmyer - Aye
Mr. Dave Rader - Aye
Mr. Nelson Abrams - Aye
Mrs. Chanda Collom - Aye
Dr. John Fritz - Aye

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #27 - APPROVAL TO MOVE FUNDS FROM CAPITAL PROJECTS

The Business Administrator recommends approval to move \$1441.45 from Capital Projects to General Fund due to completion of project. (Recommended by auditor).

A motion was made by Mr. Abrams and seconded by Mr. Rader to move \$1441.45 from Capital Projects to General Fund due to completion of project. (Recommended by auditor).

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

ITEM #28 - APPROVAL TO CANCEL STALE CHECKS

The Business Administrator recommends approval to cancel the following stale checks from the Payroll Account:

2/11/2005	Check 8911	\$	27.46
3/11/2005	Check 9021	\$	254.55
6/2/2006	Check 9951	\$	611.48
6/29/2007	10595	\$	3.48
6/29/2007	10599	\$	1.25
TOTAL		\$	898.22

A motion was made by Mr. Rader and seconded by Mrs. Collom to cancel the following stale checks from the Payroll Account:

2/11/2005	Check 8911	\$	27.46
3/11/2005	Check 9021	\$	254.55
6/2/2006	Check 9951	\$	611.48
6/29/2007	10595	\$	3.48
6/29/2007	10599	\$	1.25
TOTAL		\$	898.22

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

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ITEM #29 – ACCEPTANCE OF THE REPORT AND THE ADDENDUM OF THE CHIEF SCHOOL ADMINISTRATOR

A motion was made by Mr. Abrams and seconded by Mr. Buckenmyer to accept the Report of the Chief School Administrator and the Addendum into the Board Minutes.

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

Enclosures: BOE Policies (second mailing)
SAIF Resolution
Code of Conduct
Parent Handbook
2008-2009 School Schedules
Administrative Policy (second mailing)

Open Public Comment

There was no comment from the public.

Executive Session

A motion was made by Mr. Muscat and seconded by Mr. Abrams to go into Executive Session at 9:04p.m. to discuss salaries of the Chief School Administrator and the Business Administrator.

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

A motion was made by Mr. Abrams and seconded by Mr. Rader to reconvene into Regular Session at 9:30p.m.

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

A motion was made by Mr. Buckenmyer and seconded by Mrs. Collom to approve the annual evaluation of the Business Administrator as discussed in Executive Session.

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

A motion was made by Mr. Muscat and seconded by Mr. Abrams to approve the evaluation of the Chief School Administrator as discussed in Executive Session.

Ayes - 7, Nays – 0, Abstentions – 0 Motion carried

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PAYMENT OF BILLS:

A motion was made by Mr. Buckenmyer and seconded by Mrs. Collom to approve the payment of the bills for July 2008 in the amount of \$665,562.04.

Ayes –7, 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. Abrams and seconded by Mrs. Collom to approve the June, 2008 Board Secretary & Treasurer Reports and Budget Certification and June, 2008 Transfers.

Ayes –7, Nays – 0, Abstentions –0 Motion carried

ADJOURNMENT:

A motion made by Mr. Abrams and seconded by Mr. Rader to adjourn the meeting at 9:35 p.m.

Ayes –7, Nays – 0, Abstentions - 0

Respectfully submitted,

Donnamarie Palmiere,
Board Secretary