

White Township Board of Education Minutes

October 27, 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. Dave Rader, Mr. Ron Buckenmyer, Dr. John Fritz, Anna Skoog, Mr. Frank Panetta and Mrs. Chanda Collom. Mr. Steve Muscat and Mr. Nelson Abrams were absent. Mrs. Linda Heilman, CSA and Mrs. Donnamarie Palmiere, SBA, three members of the public and board attorney, Bill Gold 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. Panetta and seconded by Mr. Buckenmyer to approve the minutes of the September 29, 2008 regular meeting and executive session.

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

Correspondence

None

Executive Session

A motion was made by Mr. Buckenmyer and seconded by Dr. Fritz to go into executive session at 7:32 p.m.

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

The purpose of the Executive Session was to discuss a legal matter with a threat of potential action against the board.

A motion was made by Mrs. Skoog and seconded by Mrs. Collom to reconvene into regular session at 8:07 p.m.

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

Regular Session

Mr. Steven Gabrielle from PPL Renewable Energy gave a presentation to the board on installing solar panels. The desired location would be on the property located between the school and the municipal building. This project would be gifted to the township and there would be a 10% reduction in bills which would benefit the taxpayers.

A motion was made by Mr. Panetta and seconded by Mr. Rader to allow PPL to proceed with the planning stages of solar panels contingent on approval from the school's insurance company.

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

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Open Public Comment

None

Committee Reports

Personnel Committee – No report.

Transportation – Mr. Meddaugh read a letter that was sent to the Mayor, with a copy to the board, and signed by various residents. The letter stated there is a concern regarding a passing zone on Brass Castle Road and its potential impact on stopped school buses. The board has decided to have the transportation committee look into this situation and report back.

Policy – No report.

Finance – Mr. Meddaugh reported that the finance committee met earlier and is recommending that we use \$22,800, which is Extraordinary Aid carryover from 07-08, to pay for the following co-curricular activities:

- School Newsletter
- Horticulture
- Intramurals
- Student Government
- Musical
- Art Show
- Jump Start

A motion was made by Mr. Buckenmyer and seconded by Mr. Panetta to designate \$22,800, Extraordinary Aid carryover from 07-08 to pay for the following co-curricular activities:

- School Newsletter
- Horticulture
- Intramurals
- Student Government
- Musical
- Art Show
- Jump Start

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

Curriculum – No report.

Buildings & Grounds – Mr. Panetta gave a summary on the wall project.

A motion was made by Mr. Panetta and seconded by Mr. Buckenmyer to approve a change order deduct in the amount of \$6,036.50.

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

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A motion was made by Mr. Panetta and seconded by Mr. Buckenmyer to authorize Design Resources Group, Architects
2 Worlds Fair drive
Somerset, NJ 08873
To submit all required and appropriate documents for an “other capital project” to the New Jersey Department of Education for the basement window project.

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

Public Relations – No report

Special Services - No report.

Planning/Expansion – No report.

BHS – Mr. Rader reported that the Belvidere Board of Education was discussing installing a track.

Planning Board – No report.

Old Business

A recap of the White Township Goals was sent out in board packets.
A motion was made by Mr. Panetta and seconded by Mrs. Collom to adopt the Goal Setting from 2008 that was presented on 9/22/08.

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

New Business

None

CSA REPORT

ITEM #1 – DISTRICT ENROLLMENT (10/15/08)

Enrollment September 15, 2008	395
Transferred In	0
Transferred Out	1
Enrollment October 15, 2008	394

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ITEM #2 – CLASSROOM ENROLLMENT (10/15/2008)

Kdg-AM – Williams	15 (1)
Kdg-PM – Williams	13
LLD K-2 – Werner	5
LLD 3-5 – Rosano	5
LLD 6-8 - Sypniewski	6
Grade 1 – May	16
Grade 1 – Rohaly	15 (1)
Grade 2 – Barofski	18 (3)
Grade 2 – Marsh	24
Grade 3 – Bellfy	18
Grade 3 – Brundage	16
Grade 3 – Fleming	15 (2)
Grade 4 - DeCesare	19
Grade 4 – Giffels	19
Grade 5 - Bowers	19
Grade 5 – Hawk	16 (3)
Grade 6 - Hutchison	17 (3)
Grade 6 - Nobile	20
Grade 6 - Wheatley	19
Grade 7 - LaBar	22
Grade 7 - Mulligan	20 (2)
Grade 8 - Fraunfelter	19
Grade 8 - Skirbst	18 (1)
Grade 8 - White	20
TOTAL	394

ITEM #3 – DISTRICT ATTENDANCE (9/30/08)

Total Days Possible	7891
Total Days Present	7770
Total Days Absent	121
A.D.E.	394.55
A.D.A.	388.50
Percent attendance	98.47%

ITEM #4 – BELVIDERE HIGH SCHOOL ENROLLMENT (10/15 /08)

	General Ed	Special Education	
Grade 9	46	5	
Grade 10	35	11	
Grade 11	38	9	
Grade 12	34	7	
TOTAL	153	32	(185)

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ITEM #5 - SPECIAL SERVICES PLACEMENTS (10/15/08)

Belvidere Preschool	1
Allamuchy Township School	1
Greenwich Township Preschool	1
Harmony Township Preschool	4
Hope Township Preschool	5
Hunterdon Learning Center	1
Knowlton Twp. Pre-School	2
Midland School	1
Special Children's School	1
Somerset Hills	1
Warren County Spec. Services	
Franklin Township	2
Warren Tech	1
TOTAL	21

ITEM #6 – WARREN COUNTY TECHNICAL SCHOOL (10/15/08)

Grade 12	4
Grade 11	8
Grade 10	6
Grade 9	13
Total	31

ITEM #7 – APPROVAL TO HIRE AIDES

The Chief School Administrator recommended hiring the following aides to work in the Basic Skills Improvement Program and in special education at the following salary based on the current negotiated agreement between the White Township Board of Education and the White Township Education Association:

Mrs. Margaret Berutich	Step 7 (Nondegreed)	\$11.10/hour (full time off site)
Mrs. Lynne Cambria	Step 5 (Nondegreed)	\$10.78/hour (part time)
Mrs. Lynne Goettsch	Step 2 (Degreed)	\$12.84/hour (part time)
Mrs. June Iverson	Step 2 (Degreed)	\$12.84/hour (part time)
Mrs. Paula Lawson	Step 2 (Degreed)	\$12.84/hour (part time off site)
Miss Corin Melchior	Step 1 (Degreed)	\$12.45/hour (part time)
Miss Katrina Najem	Step 1 (Degreed)	\$12.45/hour (part time)

A motion was made by Mrs. Skoog and seconded by Dr. Fritz to hire the following aides to work in the Basic Skills Improvement Program and in special education at the following salary based on the current negotiated agreement between the White Township Board of Education and the White Township Education Association:

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Mrs. Margaret Berutich	Step 7 (Nondegreed)	\$11.10/hour (full time off site)
Mrs. Lynne Cambria	Step 5 (Nondegreed)	\$10.78/hour (part time)
Mrs. Lynne Goettsch	Step 2 (Degreed)	\$12.84/hour (part time)
Mrs. June Iverson	Step 2 (Degreed)	\$12.84/hour (part time)
Mrs. Paula Lawson	Step 2 (Degreed)	\$12.84/hour (part time off site)
Miss Corin Melchior	Step 1 (Degreed)	\$12.45/hour (part time)
Miss Katrina Najem	Step 1 (Degreed)	\$12.45/hour (part time)

ROLL CALL:

Gary Meddaugh – Aye
Chanda Collom – Aye
Frank Panetta – Aye
Ronald Buckenmyer – Aye
Anna Skoog – Aye
John Fritz – Aye
Dave Rader - Aye

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

ITEM #8 – ACCEPTANCE OF RESIGNATIONS

The Chief School Administrator recommended accepting the resignations of the following part time aides:

Mrs. Lynne Goettsch (effective 10/17/08) – BSIP/Special Education
Mrs. Angela Gilberti (effective 10/24/08) – PSD Personal Aide

A motion was made by Mr. Buckenmyer and seconded by Mrs. Skoog to accept the following resignations of part time aides:

Mrs. Lynne Goettsch (effective 10/17/08) – BSIP/Special Education
Mrs. Angela Gilberti (effective 10/24/08) – PSD Personal Aide

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

ITEM #9 – APPROVAL OF SUBSTITUTES

The Chief School Administrator recommended approval of the following substitutes for the 2008-2009 school year:

Ms. Adrienne Larson Great Meadows
Mr. Robert Richardson Pen Argyl
Mrs. Marlee Stanski White Township

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A motion was made by Mrs. Skoog and seconded by Mr. Rader to approve the following substitutes for the 2008-2009 school year:

Ms. Adrienne Larson	Great Meadows
Mr. Robert Richardson	Pen Argyl
Mrs. Marlee Stanski	White Township

ROLL CALL:

Gary Meddaugh – Aye
Chanda Collom – Aye
Frank Panetta – Aye
Ronald Buckenmyer – Aye
Anna Skoog – Aye
John Fritz – Aye
Dave Rader - Aye

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

ITEM #10 – APPROVAL OF AFTER SCHOOL ACTIVITY

The Chief School Administrator recommended approval of the following activities sponsored by the Warren County Consortium of Gifted Education:

Up to twelve students to participate in “Strategic Thinking Day” to be held on November 10, 2008, from 9:00 AM–1:00 PM at Memorial School (Washington Borough)
Teacher in charge – Mrs. Quinn
Parents of the students will provide transportation.

Up to six students to participate in “Battle of the Minds” to be held on November 13, 2008, from 4:00-7:00 PM at Warren Hills Middle School
Teacher in charge - Mrs. Pohlidal
Parents of the students will provide transportation.

A motion was made by Mr. Panetta and seconded by Mrs. Collom to approve the following activities sponsored by the Warren County Consortium of Gifted Education:

Up to twelve students to participate in “Strategic Thinking Day” to be held on November 10, 2008, from 9:00 AM–1:00 PM at Memorial School (Washington Borough)
Teacher in charge – Mrs. Quinn
Parents of the students will provide transportation.

Up to six students to participate in “Battle of the Minds” to be held on November 13, 2008, from 4:00-7:00 PM at Warren Hills Middle School
Teacher in charge - Mrs. Pohlidal
Parents of the students will provide transportation.

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

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ITEM #11 – APPROVAL OF SCHOOL NEWSLETTER EDITOR

The Chief School Administrator recommended approval of Mrs. Patricia Sypniewski as editor of the school newsletter at a stipend of \$1,792 (Step 1, 2, 3) in accordance with the current negotiated agreement between the White Township Education Association and the White Township Board of Education.

A motion was made by Mrs. Skoog and seconded by Mr. Panetta to approve Mrs. Patricia Sypniewski as editor of the school newsletter at a stipend of \$1,792 (Step 1, 2, 3) in accordance with the current negotiated agreement between the White Township Education Association and the White Township Board of Education.

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

ITEM #12 – APPROVAL OF SCHOOL LEVEL PLANS

The Chief School Administrator recommended approval of the School-wide Objectives and Action Plan as submitted to the Department of Education on August 26, 2008 (Objectives and Plans received BOE approval for submission on August 25, 2008, DOE approval on October 27, 2008, and are included in the QAAR.)

A motion was made by Mr. Panetta and seconded by Mrs. Skoog to approve the School-wide Objectives and Action Plan as submitted to the Department of Education on August 26, 2008 (Objectives and Plans received BOE approval for submission on August 25, 2008, DOE approval on October 27, 2008, and are included in the QAAR.)

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

ITEM #13 –APPROVAL OF THE NURSING SERVICES PLAN – 2008-2009

The Chief School Administrator recommended approval of the state mandated Nursing Services Plan – 2008-2009 as signed by Dr. Anna Gomes, our school physician. (This plan is included in the Quality Assurance Annual Report.)
(Attachment)

A motion was made by Mr. Panetta and seconded by Mr. Rader to approve the state mandated Nursing Services Plan – 2008-2009 as signed by Dr. Anna Gomes, our school physician. (This plan is included in the Quality Assurance Annual Report.)
(Attachment)

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

ITEM #14 – APPROVAL OF THE COMPREHENSIVE MAINTENANCE PLAN

The Chief School Administrator and Building & Grounds Committee recommended approval of the state mandated Comprehensive Maintenance Plan for 2008-2009 through 2011-2012. (This plan is included in the Quality Assurance Annual Report.)
(Attachment)

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A motion was made by Mr. Panetta and seconded by Mr. Rader to approve the state mandated Comprehensive Maintenance Plan for 2008-2009 through 2011-2012. (This plan is included in the Quality Assurance Annual Report.)
(Attachment)

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

ITEM #15 – APPROVAL OF THE M-1 FORM – 2008-2009

The Chief School Administrator and Business Administrator recommended approval of the M-1 form. (This form is included in the Quality Assurance Annual Report.)
(Attachment)

A motion was made by Mrs. Skoog and seconded by Mrs. Collom to approve the M-1 form. (This form is included in the Quality Assurance Annual Report.)
(Attachment)

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

ITEM #16 – ACCEPTANCE OF THE VIOLENCE & VANDALISM REPORT – 2007-2008

The Chief School Administrator recommended acceptance of the Violence & Vandalism Report for the 2007-2008 school year as submitted to the NJ Department of Education via Electronic submission on June 19, 2008. White Township School District reported zero (0) incidents during the 2007-2008 school year.

The Chief School Administrator moves to an Open Public forum at this time. (Comments and discussion, if any, must be recorded.) ("No comments" must be recorded in the board minutes.) (This information is included in the Quality Assurance Annual Report.)

There were no comments.

A motion was made by Mr. Panetta and seconded by Mrs. Skoog to accept the Violence & Vandalism Report for the 2007-2008 school year as submitted to the NJ Department of Education via Electronic submission on June 19, 2008. White Township School District reported zero (0) incidents during the 2007-2008 school year.

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

ITEM #17 - ACCEPTANCE OF THE QUALITY ASSURANCE ANNUAL REPORT (QAAR)

The Chief School Administrator recommended acceptance of the Quality Assurance Annual Report (QAAR) as mandated by the State Department of Education. This report will be submitted to the Department of Education before November 15, 2008.
(Attachment)

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A motion was made by Mrs. Skoog and seconded by Mr. Rader to accept the Quality Assurance Annual Report (QAAR) as mandated by the State Department of Education. This report will be submitted to the Department of Education before November 15, 2008.
(Attachment)

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

ITEM #18 – APPROVAL OF CURRICULA

The Chief School Administer and Curriculum Committee recommended approval of the Visual and Performing Arts Curriculum, World Languages Curriculum, and Comprehensive Health and Physical Education Curriculum.

A motion was made by Mr. Panetta and seconded by Mrs. Collom to approve the Visual and Performing Arts Curriculum, World Languages Curriculum, and Comprehensive Health and Physical Education Curriculum.

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

ITEM #19 – APPROVAL OF SHORTENED SESSION

The Chief School Administrator recommended approval of a shortened session (1:30 dismissal) on Thursday, December 4, 2008. Teachers will be using the remainder of the afternoon to complete professional development on Curricuplan (curriculum mapping).

A motion was made by Mr. Rader and seconded by Mrs. Collom to approve a shortened session (1:30 dismissal) on Thursday, December 4, 2008. Teachers will be using the remainder of the afternoon to complete professional development on Curricuplan (curriculum mapping).

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

ITEM #20 – APPROVAL OF REGISTRATION

The Chief School Administrator recommended approval of payment for two registrations for the American Choral Directors' Association's Junior High/Middle School National Honor Choir in the amount of \$250. (1361 students auditioned nationally and 303 were accepted into the choir.)

A motion was made by Mr. Panetta and seconded by Mrs. Skoog to approve payment for two registrations for the American Choral Directors' Association's Junior High/Middle School National Honor Choir in the amount of \$250. (1361 students auditioned nationally and 303 were accepted into the choir.)

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

ITEM #21 – APPROVAL TO ATTEND REGIONALIZATION PANEL DISCUSSION

The Chief School Administrator and Business Administrator requested permission to attend a regionalization panel discussion on Saturday, November 22, 2008 from 10:30 AM - 12:00 PM at the Wyndham Conference Center and Hotel in Plainsboro, New Jersey. The panel will include Dr. Gerald Vernotica, Vito A. Gagliardi, Jr., New Jersey Legislators, and Michael Aron.

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A motion was made by Mr. Buckenmyer and seconded by Mrs. Skoog to permit the CSA and the Business Administrator to attend a regionalization panel discussion on Saturday, November 22, 2008 from 10:30 AM - 12:00 PM at the Wyndham Conference Center and Hotel in Plainsboro, New Jersey. The panel will include Dr. Gerald Vernotica, Vito A. Gagliardi, Jr., New Jersey Legislators, and Michael Aron.

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

ITEM #22- APPROVAL TO ADOPT 403B PLAN DOCUMENTS

The Business Administrator recommended approval to adopt the attached 403B Plan Documents, effective 1/1/2009.

(Attachment)

A motion was made by Mr. Rader and seconded by Mrs. Collom to adopt the attached 403B Plan Documents, effective 1/1/2009.

(Attachment)

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

ITEM #23- APPROVAL TO AMEND GROUP LIFE INSURANCE POLICY

The Chief School Administrator and the Business Administrator recommended approval to amend the Group Insurance Policy with Standard Insurance Company, Policy 631391, effective August 4, 2008, to define a member as:

1. An active employee of the Employer, other than the superintendent or business administrator; and
2. Regularly working at least 30 hours per week.

You are not a member if you are:

1. A temporary or seasonal employee; or
2. A full time member of the armed forces of any country.

A motion was made by Mrs. Skoog and seconded by Mrs. Collom to amend the Group Insurance Policy with Standard Insurance Company, Policy 631391, effective August 4, 2008, to define a member as:

1. An active employee of the Employer, other than the superintendent or business administrator; and
2. Regularly working at least 30 hours per week.

You are not a member if you are:

1. A temporary or seasonal employee; or
2. A full time member of the armed forces of any country

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

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ITEM #24- APPROVAL TO ACCEPT IDEIA APPLICATION AWARD

The Chief School Administrator and the Business Administrator recommended approval to accept the IDEIA grant award for the year September 1, 2008 to August 31, 2009.

Basic \$ 129,917
Preschool \$ 5,589

A motion was made by Mr. Panetta and seconded by Mrs. Collom to accept the IDEIA grant award for the year September 1, 2008 to August 31, 2009.

Basic \$ 129,917
Preschool \$ 5,589

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

ITEM #25 - APPROVAL OF PARENT TRANSPORTATION CONTRACTS

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

08-09PC1 \$2,636.71 From September 1, 2008 to June 30, 2009 To Hope Elem. Schl.
08-09PC2 \$4,801.68 From September 1, 2008 to June 30, 2009 To Hope Elem. Schl.
08-09PC3 \$5,012.28 From September 1, 2008 to June 30, 2009 To Hope Elem. Schl.
08-09PC4 \$4,380.48 From September 1, 2008 to June 30, 2009 To Hope Elem. Schl.
(Total of 5 students of which one would require a bus aide)

A motion was made by Mr. Panetta and seconded by Dr. Fritz to approve the following Special Education Parental Transportation Contracts:

08-09PC1 \$2,636.71 From September 1, 2008 to June 30, 2009 To Hope Elem. Schl.
08-09PC2 \$4,801.68 From September 1, 2008 to June 30, 2009 To Hope Elem. Schl.
08-09PC3 \$5,012.28 From September 1, 2008 to June 30, 2009 To Hope Elem. Schl.
08-09PC4 \$4,380.48 From September 1, 2008 to June 30, 2009 To Hope Elem. Schl.
(Total of 5 students of which one would require a bus aide)

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

ADDENDUM TO THE CSA REPORT

ITEM #1A - APPROVAL OF TUITION CONTRACT

The Chief School Administrator, Business Administrator, and Special Education Supervisor recommended approval of a contract with Knowlton Township Board of Education for two preschool disabilities students for the 2008-2009 school year. The cost is \$8,500 per student for a total of \$17,000.

A motion was made by Mr. Panetta and seconded Mrs. Collom to approve a contract with Knowlton Township Board of Education for two preschool disabilities students for the 2008-2009 school year. The cost is \$8,500 per student for a total of \$17,000.

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

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ITEM #2A - APPROVAL OF TO ATTEND WORKSHOP

The Chief School Administrator requested approval for the Business Administrator to attend the following workshop:

December 16, 2008 8:30 AM – 1:00 PM Budget Prep
To be held at the Wyndham Garden in Mt. Olive Cost \$100.00

A motion was made by Mr. Buckenmyer and seconded by Mrs. Skoog to permit the Business Administrator to attend the following workshop:

December 16, 2008 8:30 AM – 1:00 PM Budget Prep
To be held at the Wyndham Garden in Mt. Olive Cost \$100.00

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

ACCEPTANCE OF CSA REPORT AND ADDENDUM TO THE CSA REPORT

Accept the Report of the Chief School Administrator into the Board Minutes.

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

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

Attachments: QAAR
Nursing Services Plan
Comprehensive Maintenance Plan
M-1 Form
403 B Form

Open Public Comment

None

PAYMENT OF BILLS:

A motion was made by Mr. Buckenmyer and seconded by Mrs. Collom to approve the payment of the bills for October, 2008 in the amount of \$518,633.15

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

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FINANCIAL REPORTS:

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

A motion was made by Mrs. Skoog and seconded by Mrs. Collom to approve the September, 2008 Board Secretary & Treasurer Reports and Budget Certification.

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

ADJOURNMENT:

A motion made by Mrs. Skoog and seconded by Mr. Panetta to adjourn the meeting at 10:07 p.m.

Ayes –7, Nays – 0, Abstentions - 0

Respectfully submitted,

Donnamarie Palmiere,
Board Secretary