

# White Township Board of Education Minutes

## September 29, 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. Ron Buckenmyer, Dr. John Fritz, Mr. Nelson Abrams, Mrs. Anna Skoog, Mr. Frank Panetta and Mrs. Chanda Collom. Mr. Dave Rader was absent. Mrs. Linda Heilman, CSA and Mrs. Donnamarie Palmiere, SBA and four 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 Mrs. Skoog and seconded by Mr. Muscat to approve the minutes of the August 25, 2008 regular meeting and executive session.

Ayes –5, Nays – 0, Abstentions – 3(Mrs. Collom, Mr. Panetta, Mr. Abrams) Motion Carried

A motion was made by Mr. Panetta and seconded by Mr. Abrams to approve the minutes of the September 22, 2008 special meeting.

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

### **Correspondence**

Mr. Meddaugh read a letter of introduction from the new Executive County Superintendent, Dr. Kevin Brennan. He also passed around a letter from Board Attorney, Bill Gold regarding a pending legal matter. Last, he mentioned that Mayor Sam Race was not able to have a representative from Pennsylvania Power & Light at the meeting, but it will be rescheduled. This will give the Board a chance to learn more about the solar energy panels that the township is considering to have installed.

### **Open Public Comment**

None

### **Committee Reports**

**Personnel Committee** – Mr. Buckenmyer told the Board they needed to review a draft of the administrative contracts, so that they can be submitted to the county office for approval. After the county approves the contracts, the Board will be able to vote on them.

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**Transportation** – Mr. Muscat mentioned that one of the buses accidentally backed into a mailbox and the back door glass was broken.

**Policy** – Mr. Buckenmyer informed the Board that there is a second reading on policies to be reviewed in the CSA agenda.

**Finance** – Mr. Meddaugh reported that the audit was completed and went well. Mrs. Palmiere informed the Board that there will be approximately \$26,000 to go back into the 2009-2010 budget as excess surplus.

**Curriculum** – Dr. Fritz said that the committee will be meeting to review item for next month's meeting.

**Buildings & Grounds** – Mr. Panetta informed the Board that he and Mr. Buckenmyer performed a walk through in August and noted some items that need to be addressed. He also reported that a punch list for the wall project was developed by BSA+A Architects. The major concerns from the punch list are:

1.) The concrete has sunk substantially at the top of the walkway going into the school and it needs to be compacted again before they replace the concrete. Two sections will have to be cut out, backfill added and then compacted again.

2.) The walls will be coated with a grey synergy product.

3.) The latch on the gate needs to be replaced.

4.) The parking lot needs repairs.

The Board decided that a check will not be released until Coopersmith Brothers is onsite and working for three days on punch list items. A final check will not be issued until a final inspection is complete.

**Public Relations** – Mrs. Skoog asked about the newsletter and Mr. Muscat volunteered to write the Board newsletter. The school newsletter will be addressed during the CSA report.

**Special Services** - No report.

**Planning/Expansion** – No report.

**BHS** – No report.

**Planning Board** – No report.

### **Old Business**

None

### **New Business**

None

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### CSA REPORT

#### **ITEM #1 – DISTRICT ENROLLMENT (09/15/08)**

Enrollment August 15, 2008	396
Transferred In	5
Transferred Out	6
Enrollment September 15, 2008	395

#### **ITEM #2 – CLASSROOM ENROLLMENT (09/15/2008)**

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	16 (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	395

#### **ITEM #3 – BELVIDERE HIGH SCHOOL ENROLLMENT (9/15 /08)**

	General Ed
Grade 9	46
Grade 10	37
Grade 11	39
Grade 12	36
TOTAL	158

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### ITEM #4 - SPECIAL SERVICES PLACEMENTS (9/15/08)

Belvidere	
High School	32
BD (Behav. Disab.)	0
Preschool	1
Allamuchy Township School	1
Greenwich Township Preschool	1
Harmony Township Preschool	3
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
<b>TOTAL</b>	<b>52</b>

### ITEM #5 – WARREN COUNTY TECHNICAL SCHOOL (9/15/08)

Grade 12	4
Grade 11	9
Grade 10	5
Grade 9	13
Total	31

### ITEM #6 – REPORT ON NJ ASK RESULTS

Mrs. Alison Walsh reported on NJ ASK results from the Spring 2008 administration. (attached)

A motion was made by Mr. Panetta and seconded by Mrs. Skoog to approve the report from the Spring 2008 administration of the NJ ASK results (attached)

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

### ITEM #7 – APPROVAL TO SUBMIT IDEIA APPLICATION

The Chief School Administrator and Business Administrator recommended approval to submit the FY2009 IDEIA (Individuals with Disabilities Education Improvement Act) application for funding as follows:

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

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A motion was made by Mr. Panetta and seconded by Mrs. Skoog to approve the submission of the FY2009 IDEIA (Individuals with Disabilities Education Improvement Act) application for funding as follows:

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

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

### **ITEM #8 – APPROVAL TO SUBMIT NCLB APPLICATION**

The Chief School Administrator and NCLB Coordinator recommended approval to submit the FY2009 NCLB (No Child Left Behind) application for funding as follows:

Title I	\$20,867
Title II A	\$22,990
Title II D	\$ 173
Title IV	\$ 885
Total	\$44,915

A motion was made by Mr. Abrams and seconded by Mrs. Skoog to approve the submission of the FY2009 NCLB (No Child Left Behind) application for funding as follows:

Title I	\$20,867
Title II A	\$22,990
Title II D	\$ 173
Title IV	\$ 885
Total	\$44,915

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

### **ITEM #9 – APPROVAL TO SUBMIT CSA AND BA CONTRACTS TO COUNTY EXECUTIVE SUPERINTENDENT**

The Personnel Committee recommended approval to submit both the Chief School Administrator and Business Administrator/Board Secretary's contracts to the County Executive Superintendent for review and approval.  
(attached)

A motion was made to approve the submission of both the Chief School Administrator and Business Administrator/Board Secretary's contracts to the County Executive Superintendent for review and approval.

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

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### ITEM #10 – ACCEPTANCE OF REAP GRANT

The Chief School Administrator and the Business Administrator recommended acceptance of the FY 2009 Small Rural School Achievement Program grant in the amount of \$30,418.

A motion was made by Mrs. Skoog and seconded by Mrs. Collom to accept the FY 2009 Small Rural School Achievement Program grant in the amount of \$30,418.

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

### ITEM #11 – ACCEPTANCE OF TEDDY BEAR SCHOOL 2008 REPORT

The Chief School Administrator recommended acceptance of the 2008 Teddy Bear School Report into the minutes.  
(attached)

A motion was made by Mr. Panetta and seconded by Mrs. Collom to accept the 2008 Teddy Bear School Report into the minutes.

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

### ITEM #12 - APPROVAL OF POLICY AND REGULATION ON SECOND READING

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

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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. Panetta and seconded by Mrs. Skoog to approve the following policies and regulations on second 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
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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 - 8, Nays – 0, Abstentions – 0 Motion carried

### **ITEM #13 – APPROVAL FOR TRANSPORTATION COORDINATOR TO ATTEND MEETING**

The Chief School Administrator recommended approval for Mrs. Patricia Meyers, Transportation Coordinator, to attend the October 17, 2008, meeting of the School Transportation Supervisors of New Jersey in Denville, New Jersey. The topic for the meeting will be the DRTRS and the cost is \$10.00.

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A motion was made by Mrs. Skoog and seconded by Mr. Buckenmyer to approve Mrs. Patricia Meyers, Transportation Coordinator, to attend the October 17, 2008, meeting of the School Transportation Supervisors of New Jersey in Denville, New Jersey. The topic for the meeting will be the DRTRS and the cost is \$10.00.

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

### **ITEM #14 – APPROVAL OF SUBSTITUTES**

The Chief School Administrator recommended approval of the following substitutes:

Ms. Denise Olivo	Harmony Twp.
Ms. Jennifer Sciaretta	Great Meadows, NJ
Ms. Carole Krohn	Oxford, NJ

A motion was made by Mrs. Skoog and seconded by Mr. Panetta to approve the following substitutes:

Ms. Denise Olivo	Harmony Twp.
Ms. Jennifer Sciaretta	Great Meadows, NJ
Ms. Carole Krohn	Oxford, NJ

### **ROLL CALL:**

Gary Meddaugh – Aye  
Chanda Collom – Aye  
Frank Panetta – Aye  
Ronald Buckenmyer – Aye  
Steve Muscat – Aye  
Anna Skoog – Aye  
John Fritz – Aye  
Nelson Abrams - Aye

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

### **ITEM #15 – APPROVAL TO HIRE AIDE**

The Chief School Administrator recommended approval to hire Mrs. Jodi Gross as a part-time personal aide for a preschool disabilities program at Knowlton Township School.

A motion was made by Mrs. Skoog and seconded by Mrs. Collom to hire Mrs. Jodi Gross as a part-time personal aide for a preschool disabilities program at Knowlton Township School.

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### ROLL CALL:

Gary Meddaugh – Aye  
Chanda Collom – Aye  
Frank Panetta – Aye  
Ronald Buckenmyer – Aye  
Steve Muscat – Aye  
Anna Skoog – Aye  
John Fritz – Aye  
Nelson Abrams - Aye

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

### ITEM #16 - APPROVAL TO ATTEND WORKSHOPS

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

October 20, 2008      8:30 AM – 1:00 PM    QSAC  
To be held at the Wyndham Garden in Mt. Olive                      Cost \$100.00

October 10, 2008      8:30 AM – 1:00 PM    CDK -New Accountability Regs  
To be held at the Comfort Inn in Hackettstown                      Cost \$0

A motion was made by Mr. Panetta and seconded by Mr. Abrams for the Business Administrator to attend the following workshops:

October 20, 2008      8:30 AM – 1:00 PM    QSAC  
To be held at the Wyndham

October 10, 2008      8:30 AM – 1:00 PM    CDK -New Accountability Regs  
To be held at the Comfort Inn in Hackettstown                      Cost \$0

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

### ITEM #17 - APPROVAL OF TUITION CONTRACT AGREEMENTS -

#### WITH WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT BOARD OF EDUCATION

The Chief School Administrator, Business Administrator, and Special Education Supervisor recommended approval of a contract with Warren County Special Services for three students to attend the Behavioral Disabilities Class at a cost of \$38,700 per student. Total cost is \$116,100.

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## **WITH BELVIDERE SCHOOL DISTRICT BOARD OF EDUCATION**

The Chief School Administrator, Business Administrator, and Special Education Supervisor recommended approval of a contract with Belvidere Board of Education for one student to attend the Preschool Disabilities class at a cost of \$18,000.

## **WITH THE ALLAMUCHY TOWNSHIP BOARD OF EDUCATION**

The Chief School Administrator, Business Administrator, and Special Education Supervisor recommended approval of a contract with the Allamuchy Township Board of Education for tuition for one student in the amount of \$21,902, which includes two 30-minute periods of speech. Additional speech, OT, and PT services will be billed separately at a rate of \$65.00 per hour.

A motion was made by Mr. Panetta and seconded by Mr. Abrams to approve contracts with Warren County Special Services, Belvidere Board of Education and Allamuchy Board of Education.

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

## **ITEM #18 - APPROVAL OF AGREEMENT WITH WARREN COUNTY SPECIAL SERVICES SCHOOL DISTRICT BOARD OF EDUCATION**

The Chief School Administrator, Business Administrator, and Special Education Supervisor recommended approval of a contract with Warren County Special Services to provide aides for seven (7) hours per day for the 2008-2009 school year for three students at a cost of \$93,400.

A motion was made by Mr. Abram and seconded by Mrs. Skoog to approve a contract with Warren County Special Services to provide aides for seven (7) hours per day for the 2008-2009 school year for three students at a cost of \$93,400.

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

## **ITEM #19 – APPROVAL TO DESIGNATE SCHOOL VIOLENCE & VANDALISM AWARENESS WEEK**

The Chief School Administrator recommended approval to designate the week of October 20, 2008 as Violence & Vandalism Prevention Week as required by law.

A motion was made by Mrs. Skoog and seconded by Mrs. Collom to designate the week of October 20, 2008 as Violence & Vandalism Prevention Week as required by law.

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

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### **ITEM #20 – APPROVAL OF STUDENT TEACHERS**

The Chief School Administrator recommended approval of the following East Stroudsburg University student teaching assignments:

Amy Reed                      with Mrs. Patricia Sypniewski  
Shannon O’Neil              with Mrs. Allyson Evans

A motion was made by Mr. Muscat and seconded by Mrs. Collom to approve the following East Stroudsburg University student teaching assignments:

Amy Reed                      with Mrs. Patricia Sypniewski  
Shannon O’Neil              with Mrs. Allyson Evans

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

### **ADDENDUM TO THE CSA REPORT**

#### **1A- APPROVAL OF NEWSLETTER EDITOR POSITION**

The Chief School Administrator recommended approval of a co-curricular position of newsletter editor for the 2008-2009 school year.

A motion was made by Mr. Abrams and seconded by Mrs. Collom to approve a a co-curricular position of newsletter editor for the 2008-2009 school year.

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

#### **2A- APPROVAL TO ATTEND ACCOUNTABILITY REGULATIONS WORKSHOP**

The Chief School Administrator recommended approval for the Business Administrator to attend an Accountability Regulations workshop presented by NJ Association of School Business Officials (NJASBO) on November 19, 2008, at Wyndham Garden, Mt. Olive. The cost for this workshop is \$100.00.

A motion was made by Mr. Abrams and seconded by Mrs. Collom to approve the Business Administrator attending an Accountability Regulations workshop presented by NJ Association of School Business Officials (NJASBO) on November 19, 2008, at Wyndham Garden, Mt. Olive. The cost for this workshop is \$100.00.

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

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### **3A- APPROVAL OF CONTRACT FOR LDTC SERVICES**

The Chief School Administrator and Special Education Supervisor recommended contracting with Ms. Stephanie Thomas for Learning Disability Teacher Consultant services for the 2008-2009 school year. Ms. Thomas is paid an hourly rate of \$50.00 for testing and report writing.

A motion was made by Mr. Muscat and seconded by Mrs. Collom to approve a contract with Ms. Stephanie Thomas for Learning Disability Teacher Consultant services for the 2008-2009 school year. Ms. Thomas is paid an hourly rate of \$50.00 for testing and report writing.

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

### **ITEM #21 – 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 Mrs. Collom and seconded by Mrs. Skoog to accept the Report of the Chief School Administrator and the Addendum into the Board Minutes.

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

Attachments: NJ ASK Results  
CSA & BA Contracts  
Teddy Bear School Report

### **Open Public Comment**

None

### **Executive Session**

A motion was made by Mr. Abrams and seconded by Mr. Muscat to go into Executive Session at 9:29 p.m.

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

The purpose of the Executive Session was to discuss the school security plan.

A motion was made by Mr. Muscat and seconded by Mr. Buckenmyer to reconvene to Regular Session at 9:40 p.m.

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

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### **PAYMENT OF BILLS:**

A motion was made by Mr. Buckenmyer and seconded by Mr. Muscat to approve the payment of the bills for September, 2008 in the amount of \$868,935.10.

Ayes –8, 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 August, 2008 Board Secretary & Treasurer Reports and Budget Certification.

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

### **ADJOURNMENT:**

A motion made by Mr. Abrams and seconded by Mrs. Skoog to adjourn the meeting at 10:00 p.m.

Ayes –8, Nays – 0, Abstentions - 0

Respectfully submitted,

Donnamarie Palmiere,  
Board Secretary