

**WHITE TOWNSHIP BOARD OF EDUCATION MINUTES**  
**January 25, 2010**

**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. Dave Rader, Mrs. Tracy Rowe, Mrs. Ann Skoog Mr. Nelson Abrams, Mr. Steve Muscat, and Mr. Frank Panetta. Mrs. Chanda Collom arrived at 7:34 PM and Mr. Gary Meddaugh was absent. Mrs. Linda Heilman, CSA and Mrs. Dawn Werkheiser, Assistant Principal were also present. There were five members of the public.

**Open Public Meetings Act**

Mr. Rader presided as Vice President, opened the meeting at 7:32 PM, 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 Mrs. Rowe to approve the minutes of the December 21, 2009 Regular and Executive Meetings.

Ayes - 6, Nays – 0, Abstentions – 1 (Mrs. Skoog)  
Motion carried

A motion was made by Mr. Panetta and seconded by Mrs. Rowe to approve the minutes of the January 12, 2010 Special Joint Meeting with the Hope Township Board of Education.

Ayes – 5, Nays – 0, Abstentions – 2 (Mr. Abrams, Mr. Rader)  
Motion carried

**Correspondence**

All Board members received a copy of a letter from parent discussing a personnel issue.

**Open Public Comment**

There were no comments at this time.

**Committee Reports**

**Personnel Committee** – Mr. Panetta and Mr. Muscat asked that an executive session be held to discuss personnel matters.

**Transportation** – No report

**Policy** – The committee will be meeting in February.

**Finance** – Mrs. Heilman reported that the 07-08 tuition adjustment to the Belvidere School District is \$79,997 and that the 08-09 tuition adjustment is \$272,284. New legislation requires that the district pay both adjustments this year, but allows some leniency for making partial payments of the 08-09 adjustment. Any agreement between the White Township Board and the Belvidere Board needs approval from the Executive County Superintendent. Mrs. Heilman also reported that the 2010-2011 tuition estimate is \$12,200 per student for students attending Belvidere High School.

**Curriculum** – The Technology Planning Committee will be setting meeting dates in the future.

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**Building & Grounds** – Mrs. Panetta reported as follows:

1. Window Project – The window project is complete and the final check was sent to the contractor. State officials have visited the site and signed off that the project is complete.
2. Cafeteria floor – Since the tile in the cafeteria is ten years old, asbestos should not be a problem. The district is getting estimates for replacing the floor tile.
3. Roof – Leaks in the roof were repaired earlier in the month, but there were additional leaks as result of the torrential rain on 1/25/10. The roofing company is coming back to make repairs and will give an estimate on repairs to seams as well as for the cost of a new roof. There was also a leak coming through the brick wall in the library. The bricks will be sealed to see if that alleviates the problem.

**Public Relations** – No report

**Special Services** – Mrs. Skoog reported that she attended the January 20, 2010 meeting for parents of special needs students. SPAN presented the program, “Basic Rights in Special Education.” Mrs. Skoog reported that the program was informative and was well attended by parents and teachers.

**Planning /Expansion** – No report

**BHS Board Member** – Mr. Radar reported that the track is completed and that volunteers who helped with the project will be recognized. He also reported that there is much discussion about budget and that there are personnel issues being addressed.

**Planning Board** – No report

**Board Goals and Objectives** – No report

**Old Business**

None

**New Business**

None

**CSA Report**

**ITEM #1 – DISTRICT ENROLLMENT (12/31/2009)**

Enrollment November 31, 2009	405
Transferred In	1
Transferred Out	0
<b>Enrollment December 31, 2009</b>	<b>405</b>

**ITEM #2 – CLASSROOM ENROLLMENT (12/31/2009)**

PreK – Sypniewski	8
Kdg-AM – Poliskiewicz	24
Kdg-PM – Poliskiewicz	21
Grade 1 – Gerkhardt	17
Grade 1 – Rohaly	17
Grade 2 – Marsh	17
Grade 2 – McCartney	17
Grade 3 – Brundage	24

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Grade 3 – Fleming	24
Grade 4 - Bolen	18
Grade 4 – Bowers	19
Grade 4 - Brewster	17
Grade 5 – Hawk	19
Grade 5 - Hutchison	19
Grade 6 - Nobile	20
Grade 6 - Wheatley	19
Grade 7 - Fraunfelter	20
Grade 7 - LaBar	20
Grade 7 - Mulligan	20
Grade 8 - Skirbst	24
Grade 8 - White	21

**ITEM #3 – DISTRICT ATTENDANCE**

**December 30, 2009**

Total Days Possible	6885
Total Days Present	6537
Total Days Absent	348
Average Daily Enrollment	405
Average Daily Attendance	384.53
<b>Student Rate of Attendance</b>	<b>94.95%</b>

**ITEM #4 – BELVIDERE HIGH SCHOOL ENROLLMENT (12/31/2009)**

Grade 12	50	(9)
Grade 11	49	(10)
Grade 10	52	(4)
Grade 9	50	(7)
<b>TOTAL</b>	<b>201</b>	(Estimated 192 next year)

**ITEM #5 – WARREN COUNTY TECHNICAL SCHOOL (12/31/2009)**

Grade 12	7	(2)
Grade 11	5	
Grade 10	11	(1)
Grade 9	3	
<b>TOTAL</b>	<b>29</b>	

**ITEM #6 - SPECIAL SERVICES PLACEMENTS (11/30/2009)**

Belvidere	
High School	30
BD (Behav. Disab.)	0

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Multiple Disabilities	1
Celebrate the Children	1
Hunterdon County ESC	1
Hunterdon Learning Center	2
P.G. Chambers School	1
Special Children's School	1
Warren County Spec. Services	
Franklin Township	1
Warren Tech	1
<b>TOTAL</b>	<b>39</b>

**ITEM #7 – APPROVAL OF KINDERGARTEN REGISTRATION EVENTS**

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

April 13, 14 & 15, 2010	Registration for incoming kindergarten students
April 22, 2010	Physicals for incoming kindergarten students
May 4, 2010 (7:00 PM)	Parent meeting for incoming kindergarten students
May 12 & 13, 2010	Incoming kindergarten student visit and bus ride

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

**ITEM #8 – APPROVAL OF REQUEST FOR WAIVER FOR SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM**

A motion was made by Mrs. Rowe and seconded by Mrs. Skoog to request a waiver from participation in the Special Education Medicaid Initiative (SEMI) Program for the 2010-2011 school year due to the district having fewer than thirty Medicaid eligible classified students.

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

**ITEM #9 – APPROVAL TO ATTEND NJSBA WORKSHOP**

A motion was made by Mrs. Rowe and seconded by Mrs. Collom to approve Mr. Steve Muscat to attend the New Jersey School Boards Association program, “Analyzing and Constructing Salary Guides,” on Saturday, February 20, 2010 from 9:00 AM – 7:30 PM at the RWJ Hamilton Conference Center for a registration fee of \$207.

Ayes – 6, Nays – 0, Abstentions – 1 (Mr. Muscat)  
Motion carried

**ITEM #10 – APPROVAL OF MATERNITY LEAVE OF ABSENCE**

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A motion was made by Mr. Abrams and seconded by Mrs. Rowe to approve a maternity/family leave of absence for Mrs. Elizabeth Werner to begin on or about April 1, 2010.

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

**ITEM #11 – APPROVAL OF LATERAL MOVE ON SALARY GUIDE**

A motion was made by Mrs. Skoog and seconded by Mr. Panetta to approve Mrs. Deirdre Mulligan’s move from BA Step 8 (\$47,935) to BA+15 Step 8 (\$49,935) on the salary guide in accordance with the current negotiated agreement between the White Township Board of Education and the White Township Education Association.

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

**ITEM #12 – APPROVAL OF SUBSTITUTES**

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

Ms. Karen Conrad	Washington, New Jersey
Ms. Elizabeth Ettinger	Blairstown, New Jersey
Ms. Dana Grinnan	Washington, New Jersey
Ms. Aidan Mulligan	Phillipsburg, New Jersey
Ms. Nicole Panella	Blairstown, New Jersey

Roll call:      Mr. Abrams – Aye  
                     Mrs. Rowe - Aye  
                     Mrs. Skoog - Aye  
                     Mr. Muscat – Aye  
                     Mr. Panetta – Aye  
                     Mrs. Collom – Aye  
                     Mr. Rader – Aye  
                     Mr. Meddaugh – Absent

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

**ITEM #13 – APPROVAL TO CONDUCT RESEARCH PROJECT**

A motion was made by Mrs. Skoog and seconded by Mrs. Collom to approve Mrs. Barbara Purcell’s study of the perceptions of teachers and students in the use of

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manipulatives in the teaching of mathematics through a survey and questionnaire that contain no identifying information.

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

**ITEM #14 – APPROVAL OF KINDERGARTEN “100 DAY” EVENT**

A motion was made by Mr. Muscat and seconded by Mrs. Skoog to approve a kindergarten family celebration of “Day 100” to be held from 5:00-7:00 p.m. on or about February 9, 2010.

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

**ITEM #15 – ACCEPT THE MONTHLY DISCIPLINE REPORT**

A motion was made by Mr. Panetta and seconded by Mr. Abrams to accept the monthly discipline report (December 15, 2009 – January 20, 2010) into the minutes.

2-Lunch detentions  
0-Before/after school detentions  
2-In school suspensions  
1-Out of school suspension  
No expulsions

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

**ADDENDUM ITEM #1A – APPROVAL OF TEACHER OF THE YEAR SELECTION**

A motion was made by Mrs. Collom and seconded by Mrs. Rowe to approve Mr. Erik Hawk as 2010-2011 Teacher of the Year.

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

**Open Public Comment**

Mr. and Mrs. Duane Cowley expressed distress and concern over the conduct of a staff member. Mr. Abrams recused himself from the Board and expressed similar concern. The matter will be turned over to the Policy and Personnel Committees to investigate and make recommendations.

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Mrs. Melofchik asked whether the district had signed on for the Race to the Top grant. Mrs. Heilman replied that White Township had not chosen to participate in the January submission, but that the June grant will be investigated to see if it would be beneficial to the district. Mrs. Melofchik also noted that according to the newspaper, Belvidere High School was the only high school in Warren County to meet Adequate Yearly Progress under No Child Left Behind and expressed her kudos.

**Executive Session**

A motion was made by Mrs. Collom and seconded by Mr. Panetta to go into executive session at 9:38 p.m. to discuss personnel issues where action will be taken.

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

**Return from Executive Session**

A motion was made by Mr. Panetta and seconded by Mrs. Collom to reconvene the regular session at 10:00 p.m.

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

**Chief School Administrator Agenda**

**ADDENDUM ITEM #2A – APPROVAL OF INTERLOCAL AGREEMENT FOR SHARED BUSINESS ADMINISTRATOR SERVICES**

A motion was made by Mrs. Rowe and seconded by Mr. Abrams to approve an interlocal agreement with the Hope Township Board of Education for shared Business Administrator services from March 15, 2010 through June 30, 2010 at a cost of \$17,210.

Roll call:        Mr. Abrams – Aye  
                     Mrs. Rowe - Aye  
                     Mrs. Skoog - Aye  
                     Mr. Muscat – Aye  
                     Mr. Panetta – Aye  
                     Mrs. Collom – Aye  
                     Mr. Rader – Aye  
                     Mr. Meddaugh – Absent

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

**ADDENDUM ITEM #3A – APPROVAL TO HIRE CONSULTANT**

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A motion was made by Mr. Abrams and seconded by Mrs. Skoog to hire Mrs. Dawn Huff on a consultant basis at an hourly rate of \$35.00 per hour, not to exceed forty hours, during the period between January 26, 2010 and March 15, 2010.

Roll call:        Mr. Abrams – Aye  
                     Mrs. Rowe - Aye  
                     Mrs. Skoog - Aye  
                     Mr. Muscat – Aye  
                     Mr. Panetta – Aye  
                     Mrs. Collom – Aye  
                     Mr. Rader – Aye  
                     Mr. Meddaugh – Absent

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

**ITEM #16– ACCEPT THE REPORT OF THE CSA**

A motion was made by Mrs. Collom and seconded by Mr. Muscat to accept the report of the CSA into the minutes.

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

**New Business**

A motion was made by Mrs. Skoog and seconded by Mr. Panetta to invite the Hope Township Superintendent and Business Administrator to attend a special executive session of the Board on Monday, February 1, 2010, at 7:30 p.m. in the school library, with a budget workshop session to follow at 8:30 p.m.

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

**Payment of Bills**

A motion was made by Mrs. Collom and seconded by Mr. Abrams to approve the payment of the bills for January 2010.

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

**Financial Reports**

A motion was made by Mr. Abrams and seconded by Mr. Muscat to accept the December Board Secretary Report, Treasurer Report and their respective Budget Certification and Budget Transfers.

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

**Adjournment**

A motion was made by Mrs. Collom and seconded by Mr. Muscat to adjourn the meeting at 10:05

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

Respectfully submitted,

Linda M. Heilman,  
Chief School Administrator