

# White Township Board of Education Minutes

## March 23, 2009

### **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, Mrs. Chanda Collom, Mr. Frank Panetta, Dr. John Fritz, Mr. Ron Buckenmyer Mrs. Anna Skoog arrived at 7:35 p.m. Mr. Nelson Abrams was absent. Mrs. Linda Heilman, CSA and Mrs. Donnamarie Palmiere, SBA were also present. There were five members 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. Panetta and seconded by Dr. Fritz to approve the minutes of the February 23, 2009 Regular and Executive Session meetings.

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

A motion was made by Mr. Panetta and seconded by Mr. Muscat to approve the minutes of the March 16, 2009 Special Budget Meeting.

Ayes – 6, Nays – 0, Abstentions – 1(Mr. Buckenmyer) Motion Carried

Mrs. Anne Skoog arrives at 7:35 p.m.

### **Correspondence**

Mr. Meddaugh received a letter from Senator Marcia Karrow inviting the public to an informal session at the municipal building on May 16, 2009 from 9:00AM to 11:00AM.

### **Open Public Comment**

None

### **Committee Reports**

**Personnel Committee** – No report

**Transportation** – No report

**Policy** – Mr. Buckenmyer reported that there is a first reading on mandated policy in the Report of the Chief School Administrator.

# White Township Board of Education Minutes

## March 23, 2009

**Finance** – Mr. Meddaugh reviewed and summarized the 2009 Comparative Spending guide. He pointed out that White Township has moved into the 0-400 student range due to the decreasing enrollment. He summarized by saying White Township did quite well compared to the 68 districts and had one of the lowest administrative costs in the state.

**Curriculum** – Dr. Fritz reported that the Curriculum committee met and discussed the Spanish curriculum.

**Buildings & Grounds** – Mr. Panetta reported that DRG is in the process of designing the plans for the window replacement project and is concerned that the timeframe is getting very tight to order the windows. Mrs. Palmiere will call DRG to see if the anticipated dates can be moved up. Mr. Panetta reported that the security plan has been updated. He also confirmed that the concrete work that needs to be redone will be done during the spring break.

**Public Relations** –No report

**Special Services** -No report

**Planning/Expansion** – No report

**BHS** –No report

**Planning Board** – No report

### **Old Business**

None

### **New Business**

None

## **CSA REPORT**

### **ITEM #1 – DISTRICT ENROLLMENT (3/15/2009)**

Enrollment February 17, 2009	399
Transferred In	0
Transferred Out	0
Enrollment March 17, 2009	399

### **ITEM #2 – CLASSROOM ENROLLMENT (3/15/2009)**

Kdg-AM – Williams	17 (1)
Kdg-PM – Williams	13
LLD K-2 – Werner	4
LLD 3-5 – Rosano	5

# White Township Board of Education Minutes

## March 23, 2009

LLD 6-8 - Sypniewski	6
Grade 1 – May	17
Grade 1 – Rohaly	15 (1)
Grade 2 – Barofski	19 (2)
Grade 2 – Marsh	24
Grade 3 – Bellfy	18
Grade 3 – Brundage	17
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	21 (2)
Grade 8 - Fraunfelter	19
Grade 8 - Skirbst	18 (1)
Grade 8 - White	20
TOTAL	399

### ITEM #3 – DISTRICT ATTENDANCE (2/28/09)

Total Days Possible	7581.0
Total Days Present	7154.0
Total Days Absent	427.0
Average Daily Enrollment	399.00
Average Daily Attendance	376.53
Student Rate of Attendance	94.37%

### ITEM #4 – BELVIDERE HIGH SCHOOL ENROLLMENT (2/28/09)

	General Ed	Special Education	
Grade 9	45	5	
Grade 10	36	12	
Grade 11	39	9	
Grade 12	35	7	
<b>TOTAL</b>		<b>155</b>	<b>33 (188)</b>

### ITEM #5 - SPECIAL SERVICES PLACEMENTS (3/17/09)

Belvidere Preschool	1
Allamuchy Township School	1

# White Township Board of Education Minutes

## March 23, 2009

Greenwich Township Preschool	1
Harmony Township Preschool	5
Hope Township Preschool	6
Hunterdon Learning Center	1
Knowlton Twp. Pre-School	3
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>24</b>

### ITEM #6 – WARREN COUNTY TECHNICAL SCHOOL (2/18/09)

Grade 12	4
Grade 11	8
Grade 10	6
Grade 9	12
Total	30

### ITEM #7 - APPROVAL OF WORKSHOPS

The Chief School Administrator recommended approval of the following workshops:

Gary Hutchison	April 24, 2009	Centenary College Spring Teachers' Academy – Stars & Mars Cost - \$75
Donna Palmiere	April 21, 2009	NJASBO Legal/Employment Issues Mt. Olive – Cost \$100
Donna Palmiere Linda Heilman	April 24, 2009	NJPERC & NJ State Bar Association Hilton East Brunswick – Cost \$110 each

A motion was made by Dr. Fritz and seconded by Mr. Muscat to approve the following workshops:

Gary Hutchison	April 24, 2009	Centenary College Spring Teachers' Academy – Stars & Mars Cost - \$75
Donna Palmiere	April 21, 2009	NJASBO Legal/Employment Issues Mt. Olive – Cost \$100
Donna Palmiere Linda Heilman	April 24, 2009	NJPERC & NJ State Bar Association Hilton East Brunswick – Cost \$110 each

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

# White Township Board of Education Minutes

## March 23, 2009

### ITEM #8 - APPROVAL FOR SCHOOL BUSINESS ADMINISTRATOR TO ATTEND 47<sup>th</sup> NJASBO ANNUAL CONFERENCE

The Chief School Administrator recommended approval for the School Business Administrator to attend New Jersey Association for School Business Officials Conference for May 7-8, 2009 at Bally's Park Place, Atlantic City, New Jersey.

COST:

BALLY'S PARK PLACE LODGING	\$110/NIGHT	\$220.00
REGISTRATION		\$275.00
MILEAGE (292 miles @ \$.31/mile)		\$ 90.52
TOTAL		\$585.52

A motion was made by Mr. Rader and seconded by Mrs. Collom to approve the attendance of the School Business Administrator at the New Jersey Association for School Business Officials Conference for May 7-8, 2009 at Bally's Park Place, Atlantic City, New Jersey.

COST:

BALLY'S PARK PLACE LODGING	\$110/NIGHT	\$220.00
REGISTRATION		\$275.00
MILEAGE (292 miles @ \$.31/mile)		\$ 90.52
TOTAL		\$585.52

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

### ITEM #9 – APPROVAL OF FIELD TRIPS

The Chief School Administrator recommended approval of the following field trips:

June 4, 2009	Grade 1	Space Farms Sussex, NJ 9:20 AM – 3:00 PM
May 20, 2009	Grade 2	Red Mill Museum Villages at Clinton, NJ 9:15 AM – 1:30 PM
June 3, 2009	Grade 3	Trenton State House & NJ State Museum (Trenton) 9:20 AM – 4:10 PM
May 28, 2009	Grade 4	DaVinci Science Center Allentown, PA 9:15 AM – 2:30 PM
June 9, 2009	Grade 5	Merrill Creek – Meadow Breeze 9:10 AM – 3:00 PM
May 27, 2009	Grade 6	Liberty Science Center Jersey City, NJ 7:30 AM – 3:00 PM

(Transportation is funded by the White Twp. PTO)

# White Township Board of Education Minutes

## March 23, 2009

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

June 4, 2009	Grade 1	Space Farms Sussex, NJ 9:20 AM – 3:00 PM
May 20, 2009	Grade 2	Red Mill Museum Villages at Clinton, NJ 9:15 AM – 1:30 PM
June 3, 2009	Grade 3	Trenton State House & NJ State Museum (Trenton) 9:20 AM – 4:10 PM
May 28, 2009	Grade 4	DaVinci Science Center Allentown, PA 9:15 AM – 2:30 PM
June 9, 2009	Grade 5	Merrill Creek – Meadow Breeze 9:10 AM – 3:00 PM
May 27, 2009	Grade 6	Liberty Science Center Jersey City, NJ 7:30 AM – 3:00 PM

(Transportation is funded by the White Twp. PTO)

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

### **ITEM #10 – APPROVAL OF EIGHTH GRADE TRIP**

The Chief School Administrator recommended approval of the eighth grade trip (Tour of New Jersey) scheduled for May 28-29, 2009 (itinerary attached), which will be chaperoned by the following staff members:

Mr. Idenden	Mr. Skirbst	Ms. Mazzei (or sub)
Mrs. Meyers	Miss Barofski	Mrs. Heilman

(Six parents will also accompany the class.)

A motion was made by Mrs. Skoog and seconded by Mr. Buckenmyer to approve the eighth grade trip (Tour of New Jersey) scheduled for May 28-29, 2009 (itinerary attached), which will be chaperoned by the following staff members:

Mr. Idenden	Mr. Skirbst	Ms. Mazzei (or sub)
Mrs. Meyers	Miss Barofski	Mrs. Heilman

(Six parents will also accompany the class.)

Ayes -8, Nays – 0, Abstentions – 0 Motion carried  
A list of volunteers will be made available to the Board.

# **White Township Board of Education Minutes**

## **March 23, 2009**

### **ITEM #11 – APPROVAL OF FUNDRAISER**

The Chief School Administrator recommended approval of an eighth grade Family Night Ice Skating fundraiser being held at Chill Out Sports Arena in Hackettstown on April 3 from 7-9 PM. All proceeds will benefit the Eight Grade Class of 2009.

A motion was made by Mrs. Skoog and seconded by Mrs. Collom to approve an eighth grade Family Night Ice Skating fundraiser being held at Chill Out Sports Arena in Hackettstown on April 3 from 7-9 PM. All proceeds will benefit the Eight Grade Class of 2009.

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

### **ITEM #12 – DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER**

The Chief School Administrator recommended approval of Mrs. Donna Palmiere as the district's Public Agency Compliance Officer.

A motion was made by Mr. Panetta and seconded by Mrs. Collom to approve Mrs. Donna Palmiere as the district's Public Agency Compliance Officer.

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

### **ITEM #13 – APPROVAL OF SCHOOL CALENDAR FOR 2009-2010**

The Chief School Administrator, in conjunction with the WTEA Calendar Committee recommended approval of the attached 2009-2010 school calendar.

\*Note – June 2010 Primary Election information

A motion was made by Mr. Panetta and seconded by Mrs. Collom to approve the attached 2009-2010 school calendar.

*Ayes -4(Meddaugh, Rader, Muscat, Fritz), Nays – 4(Collom, Panetta, Buckenmyer, Skoog), Abstentions – 0 Motion defeated*

### **ITEM #14 – APPROVAL OF CONTRACT**

The Chief School Administrator and the Child Study Team recommended approval of a tuition contract for one student to attend the Knowlton Township Preschool Disabilities Class from March 2, 2009 to June 30, 2009. The tuition charges of \$8,500 have been prorated for 61 days to \$2,880.00

# White Township Board of Education Minutes

## March 23, 2009

A motion was made by Dr. Fritz and seconded by Mrs. Skoog to approve a tuition contract for one student to attend the Knowlton Township Preschool Disabilities class from March 2, 2009 to June 30, 2009. The tuition charges of \$8,500 have been prorated for 61 days to \$2,880.00

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

### **ITEM #15 – APPROVAL OF MANDATED SPECIAL EDUCATION POLICY**

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

- 2460 Special Education
- 2467 Surrogate Parents and Foster Parents
- R2460 Special Education
- R2460.1 Special Education – Location, Identification and Referral
- R2460.8 Special Education – Free and Appropriate Public Education
- R2460.9 Special Education – Transition from Early Intervention Programs to Preschool Programs
- R2460.16 Special Education – Instructional Material to Blind or Print-Disabled Pupils

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

- 2460 Special Education
- 2467 Surrogate Parents and Foster Parents
- R2460 Special Education
- R2460.1 Special Education – Location, Identification and Referral
- R2460.8 Special Education – Free and Appropriate Public Education
- R2460.9 Special Education – Transition from Early Intervention Programs to Preschool Programs
- R2460.16 Special Education – Instructional Material to Blind or Print-Disabled Pupils

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

### **ITEM #16 – APPROVAL OF UPDATES TO SCHOOL SAFETY AND SECURITY PLAN**

The Chief School Administrator recommended approval of the attached updates to the School Safety and Security Plan.

# **White Township Board of Education Minutes**

## **March 23, 2009**

A motion was made by Mrs. Collom and seconded by Mrs. Skoog to approve the attached updates to the School Safety and Security Plan.

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

### **ITEM #17 – APPOINTMENT OF TEACHER OF THE YEAR**

The Chief School Administrator and the Teacher of the Year Selection Panel recommended the appointment of Mrs. Nancy Wheatley as the 2009-2010 Teacher of the Year.

A motion was made by Mr. Panetta and seconded by Mrs. Collom to appoint Mrs. Nancy Wheatley as the 2009-2010 Teacher of the Year

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

A motion was made by Mr. Panetta and seconded by Mrs. Collom to approve a \$1,000 classroom grant for Teacher of the Year.

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

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

#### **1A. ACCEPTANCE OF RETIREMENT**

The Chief School Administrator recommended acceptance of the retirement of Mr. Douglas Wynne, effective July 1, 2009.

A motion was made b Mr. Panetta and seconded by Mrs. Skoog to accept the retirement of Mr. Douglas Wynne, effective July 1, 2009.

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

#### **2A. APPROVAL OF R2 CONSULTANTS TO INSTALL SONIC WALL SECURITY APPLIANCES**

The Chief School Administrator, the Business Administrator, and the Technology Coordinator recommended installation of the Sonic Wall NSA 2400 security appliance and the Sonic Wall Comprehensive Gateway Security Suite 1 year license and registration of new domain name by R2 Consultants for a cost of \$5,000. This is necessary to change from the T-1 line we currently have with Embarq to Comcast cable.

We will no longer receive the T-1 provider service from Warren County Technical School (warrennet).

# White Township Board of Education Minutes

## March 23, 2009

A motion was made by Mr. Panetta and seconded by Mrs. Collom to approve the installation of the Sonic Wall NSA 2400 security appliance and the Sonic Wall Comprehensive Gateway Security Suite 1 year license and registration of new domain name by R2 Consultants for a cost of \$5,000.

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

### 3A. APPROVAL OF TECHNICAL ASSISTANCE AND WORKSHOPS

The Chief School Administrator recommended approval for staff to attend the following workshops:

- |                |   |
|----------------|---|
| March 30, 2009 | Mrs. Heilman and Mrs. Werkheiser<br>NJDOE – Code of Student Conduct Development Workshop (to meet requirements of N.J.A.C. 6A:16-7) Rutgers University, Piscataway, NJ (no fee) |
| April 1, 2009  | Mrs. Palmiere<br>Willis HRH – Laws and Regulations Affecting Employee Benefit Plans – Woodbridge Hilton, Iselin, NJ (no fee)  |
| April 23, 2009 | Mrs. Heilman<br>NJDOE – Regional Training for the Matrix Report and Online Applications – Morris County Police & Fire Training Center, Parsippany, NJ (no fee)                  |
| April 29, 2009 | Mrs. Heilman<br>NJDOE – Improving Instruction Through an Effective Observation Process – New Brunswick High School, New Brunswick, NJ (no fee)                                  |

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

- |                |   |
|----------------|---|
| March 30, 2009 | Mrs. Heilman and Mrs. Werkheiser<br>NJDOE – Code of Student Conduct Development Workshop (to meet requirements of N.J.A.C. 6A:16-7) Rutgers University, Piscataway, NJ (no fee) |
| April 1, 2009  | Mrs. Palmiere<br>Willis HRH – Laws and Regulations Affecting Employee Benefit Plans – Woodbridge Hilton, Iselin, NJ (no fee)  |
| April 23, 2009 | Mrs. Heilman<br>NJDOE – Regional Training for the Matrix Report and Online Applications – Morris County Police & Fire Training Center, Parsippany, NJ (no fee)                  |

# White Township Board of Education Minutes

## March 23, 2009

April 29, 2009

Mrs. Heilman

NJDOE – Improving Instruction Through an Effective Observation Process – New Brunswick High School, New Brunswick, NJ (no fee)

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

**FYI:** William Eppel (and ninth grader, Michael Healy) competed on March 21 at the NJ National History Day Northern Regional Competition and won the right to advance to the State competition. Billy presented a documentary entitled, “Boys of the Big E: The Crew of U.S.S. Enterprise,” and Michael presented a documentary entitled, “The Death of the Individual: IBM’s Alliance with the Third Reich.”

Attachments: 8<sup>th</sup> Grade Class Trip Itinerary  
Calendar Proposal  
June Primary Voter Turnout report  
Policy & Regulation

Please note: All e-mail addresses for White Township School staff have changed as follows: (last name)@whitetwpsd.org

### **ACCEPTANCE OF CSA REPORT & ADDENDUM TO THE CSA REPORT**

Accept the report of the Chief School Administrator and the addendum to the CSA report into the Board Minutes.

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

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

### **Open Public Comment**

None

### **BUDGET WORKSHOP SESSION**

The budget presentation was reviewed and suggestions and changes were discussed. The public hearing is on Monday, March 30, 2009.

### **Executive Session**

A motion was made by Mr. Panetta and seconded by Mrs. Collom to go into Executive Session at 9:34p.m. to discuss the school security plan.

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

# White Township Board of Education Minutes

## March 23, 2009

A motion was made by Mr. Rader and seconded by Mrs. Collom to resume into Regular Session at 10:46p.m.

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

### **PAYMENT OF BILLS:**

A motion was made by Mrs. Collom and seconded by Mr. Muscat to approve the payment of the bills for March, 2009 in the amount of \$761,191.08 and cafeteria bills in the amount of \$9,245.03.

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

### **FINANCIAL REPORTS:**

February, 2009

- 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. Panetta to approve the February, 2009 Treasurer's Report, the February, 2009 Board Secretary's Report and Budget Certification.

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

### **ADJOURNMENT:**

A motion was made by Mr. Panetta and seconded by Mr. Muscat to adjourn the meeting at 9:55 p.m.

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

Respectfully submitted,

Donnamarie Palmiere,  
Board Secretary

**White Township Board of Education Minutes  
March 23, 2009**