

White Township Board of Education Minutes

May 18, 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. Ron Buckenmyer, Mrs. Tracy Rowe, Mr. Frank Panetta and Mr. Dave Rader. Mrs. Anne Skoog, Mrs. Chanda Collom and Mr. Nelson Abrams were absent. Mrs. Linda Heilman, CSA and Mrs. Donnamarie Palmiere, SBA were also present. There were six members of the public.

Open Public Meetings Act

Mrs. Palmiere 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. Rader and seconded by Mr. Panetta to approve the minutes of the April 27, 2009 Regular and Executive meeting. The following corrections to the minutes have been made:

Dates for meetings for the coming year for the Board of Education. Meetings will begin at 7:30 PM. (Normally the 4th Monday of the month except for *noted exceptions.)

*5/18/09	8/24/09	11/23/09	2/22/10
6/22/09	9/28/09	*12/21/09	3/22/10
7/27/09	10/26/09	1/25/10	4/26/10

Ayes –6, Nays – 0, Abstentions – 0 Motion Carried

Correspondence

Mrs. Palmiere read a note of thanks from Mrs. Nancy Wheatley for being selected as Teacher of the Year. She also read a letter from Mrs. Kathleen Miers requesting contributions for the new track project that is being installed at Belvidere High School.

Open Public Comment

Michele Lee introduced herself as a future kindergarten mother and wanted to know how she can get information and become involved in the school. Mr. Meddaugh explained that she can come to the board meetings and call the school anytime. She also asked about full day kindergarten and Mr. Meddaugh explained that next year it is still half day, but at some point in the future full day kindergarten will probably be mandated by the state. She also asked about Belvidere and Harmony merging and Mr. Meddaugh explained the status of regionalization.

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Committee Reports

Personnel Committee – Mr. Buckenmyer reported that an executive session was needed for the evaluation of the CSA.

Transportation – Mr. Muscat reported that the Transportation Committee met to discuss the Board of Education writing a letter to the Board of Freeholders requesting the area that has been a concern on Brass Castle Road to be changed to a “No Passing Zone”. The Committee decided to recommend writing a letter to support Mr. Ippolito and the other concerned residents.

A motion was made by Mr. Muscat and seconded by Mr. Rader to authorize Mrs. Meyers to send a letter to the Warren County Board of Freeholders requesting the “Passing Zone” on Brass Castle Road be changed to a “NO Passing Zone”.

Ayes –5, Nays – 0, Abstentions –1(Panetta) Motion carried

Policy –Mr. Buckenmyer reported that the policy committee met and there will be a first reading and some abolishment on policy during the report of the Chief School Administrator.

Finance – Mr. Meddaugh reported the delay of an additional June state aid payment and that now we will not receive any state aid in June.

Curriculum –No report, but a meeting will be scheduled before the Board’s regular June meeting.

Buildings & Grounds – Mr. Buckenmyer asked the Business Administrator and the Chief School Administrator to look into an energy grant for the window project. Mr. Panetta mentioned that we will need to discuss some changes/updates to the school security plan during the executive session. He also mentioned that he has received a letter from Warren County Correctional Facility stating they will do summer cleaning for the school. He said they would work a few days a week and there would be approximately 18-19 people to clean up.

A motion was made by Mr. Panetta and seconded by Mr. Buckenmyer to use the Warren County Correctional Facility to do summer cleaning and outside work,

Ayes –6, Nays – 0, Abstentions –0 Motion carried

Public Relations – No report.

Special Services - No report.

Planning/Expansion – No report.

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BHS –Mr. Rader reported that M&M Mars donated chairs and tables to the High School.

He also reported that the High School was hiring a soccer coach. The track that is being constructed is not a sanctioned track and cannot be used for competitions. The intent is for it to be used by everyone for exercise.

Planning Board – No report.

Old Business

The results of the Spanish placement test were discussed. The average score was 74.27. Mr. Muscat suggested that the committee meet again to discuss these results. Mr. Rader would also like the results of the placement tests from the cluster districts. Also future meetings should include a board update on QSAC.

New Business

None

CSA REPORT

ITEM #1 – DISTRICT ENROLLMENT (5/11/2009)

Enrollment April 30, 2009	400
Transferred In	2
Transferred Out	0
Enrollment May 11, 2009	402

ITEM #2 – CLASSROOM ENROLLMENT (5/11/2009)

Kdg-AM – Williams	17 (1)
Kdg-PM – Williams	14
LLD K-2 – Werner	4
LLD 3-5 – Rosano	5
LLD 6-8 - Sypniewski	6
Grade 1 – May	18
Grade 1 – Rohaly	16 (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

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Grade 7 - Mulligan	21 (2)
Grade 8 - Fraunfelter	19
Grade 8 - Skirbst	18 (1)
Grade 8 - White	20

TOTAL	402
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ITEM #3 – DISTRICT ATTENDANCE (4/30/09)

Total Days Possible	6351.0
Total Days Present	6186.0
Total Days Absent	165.0
Average Daily Enrollment	386.63
Average Daily Attendance	396.94
Student Rate of Attendance	97.4%

ITEM #4 – BELVIDERE HIGH SCHOOL ENROLLMENT (4/30/09)

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

ITEM #5 - SPECIAL SERVICES PLACEMENTS (4/30/09)

Belvidere Preschool	1
Allamuchy Township School	1
Greenwich Township Preschool	1
Harmony Township Preschool	5
Hope Township Preschool	6
Hunterdon Learning Center	1
Knowlton Twp. Pre-School	4
Midland School	1
Special Children's School	1
Somerset Hills	1
Stepping Stone	1
Warren County Spec. Services	
Franklin Township	2
Warren Tech	1
TOTAL	26

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ITEM #6 – WARREN COUNTY TECHNICAL SCHOOL (4/30/09)

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

ITEM #7 - APPROVAL OF BOARD POLICY ON FIRST READING

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

5320	Immunization (Revised)
5331	Management of Life-Threatening Allergies in Schools (Revised)
5512.01	Harassment, Intimidation, and Bullying (Revised)
R5512	Reporting Procedures – Hazing and/or Harassment, Intimidation or Bullying (Revised)
8311	Managing Electronic Mail (New)
R8420.7	Lockdown Procedures (New)
0142.1	Nepotism (Revised)
1220	Employment of Chief School Administrator (Revised)
1620	Administrative Employment Contracts (Revised)
6423	Expenditures for Non-Employee Activities, Meals, and Refreshments (Revised)
6470	Payment of Claims (Revised)
6471	School District Travel (New)
6510	Payroll Authorization (Revised)
6830	Audit and Comprehensive Annual Financial Report (Revised)
6832	Conditions of Receiving State Aid (New)
9120	Public Relations Program (Revised)

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

5320	Immunization (Revised)
5331	Management of Life-Threatening Allergies in Schools (Revised)
5512.01	Harassment, Intimidation, and Bullying (Revised)
R5512	Reporting Procedures – Hazing and/or Harassment, Intimidation or Bullying (Revised)
8311	Managing Electronic Mail (New)
R8420.7	Lockdown Procedures (New)
0142.1	Nepotism (Revised)
1220	Employment of Chief School Administrator (Revised)
1620	Administrative Employment Contracts (Revised)
6423	Expenditures for Non-Employee Activities, Meals, and Refreshments (Revised)

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6470	Payment of Claims (Revised)
6471	School District Travel (New)
6510	Payroll Authorization (Revised)
6830	Audit and Comprehensive Annual Financial Report (Revised)
6832	Conditions of Receiving State Aid (New)
9120	Public Relations Program (Revised)

Ayes –6, Nays – 0, Abstentions –0 Motion carried

ITEM #8 – APPROVAL TO HIRE TEACHERS

The Chief School Administrator and Personnel Committee recommended rehiring the following staff for the 2009-2010 school year:

Mrs. Heidi Bowers	Grade Four	Step 2 BA	\$45,155
Mrs. Tammy Brundage	Grade One	Step 6 BA	\$46,155
Mrs. Krista Poliskiewicz	Kindergarten	Step 1 BA	\$45,155
Mrs. Lisa Rosano	Special Education	Step 4 BA+15	\$47,655

A motion was made by Mr. Panetta and seconded by Mr. Muscat to rehire the following staff for the 2009-2010 school year:

Mrs. Heidi Bowers	Grade Four	Step 2 BA	\$45,155
Mrs. Tammy Brundage	Grade One	Step 6 BA	\$46,155
Mrs. Krista Poliskiewicz	Kindergarten	Step 1 BA	\$45,155
Mrs. Lisa Rosano	Special Education	Step 4 BA+15	\$47,655

ROLL CALL:

- Mr. Abrams – Absent
- Mr. Buckenmyer – Aye
- Mrs. Collom - Absent
- Mr. Meddaugh – Aye
- Mr. Muscat – Aye
- Mr. Panetta – Aye
- Mr. Rader - Aye
- Mrs. Rowe - Aye
- Mrs. Skoog – Absent

Ayes –6, Nays – 0, Abstentions –0 Motion carried

ITEM #9 – ACCEPTANCE OF RESIGNATION OF INSTRUCTIONAL AIDE

The Chief School Administrator recommended acceptance of the resignation of Miss Shannon O’Neil as an instructional aide, effective May 8, 2009.

A motion was made by Mr. Muscat and seconded by Mrs. Rowe to accept the resignation of Miss Shannon O’Neil as an instructional aide, effective May 8, 2009.

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Ayes –6, Nays – 0, Abstentions –0 Motion carried

ITEM #10 – APPROVAL TO HIRE INSTRUCTIONAL AIDE

The Chief School Administrator recommended hiring Mrs. Gail Mahony as an instructional aide at the current contractual rate of \$12.45 per hour (Step 1 Degreed Aide) for 20 hours per week.

A motion was made by Mr. Buckenmyer and seconded by Mr. Panetta to hire Mrs. Gail Mahony as an instructional aide at the current contractual rate of \$12.45 per hour (Step 1 Degreed Aide) for 20 hours per week.

ROLL CALL:

Mr. Abrams – Absent
Mr. Buckenmyer – Aye
Mrs. Collom - Absent
Mr. Meddaugh – Aye
Mr. Muscat – Aye
Mr. Panetta – Aye
Mr. Rader - Aye
Mrs. Rowe - Aye
Mrs. Skoog – Absent

Ayes –6, Nays – 0, Abstentions –0 Motion carried

ITEM #11 – APPROVAL OF STAFF FOR SUMMER CURRICULUM WRITING

The Chief School Administrator recommended approval of the following staff members for summer cluster curriculum writing at the negotiated contract rate of \$125 per day as follows:

K-4 Language Arts Literacy, Math, Social Studies (Total 3 days)
Mrs. Heidi Bowers
Mrs. Krista Poliskiewicz
Mrs. Elaine Rohaly
Mrs. Alison Walsh

A motion was made by Mr. Panetta and seconded by Mr. Rader to approve the following staff members for summer cluster curriculum writing at the negotiated contract rate of \$125 per day as follows:

K-4 Language Arts Literacy, Math, Social Studies (Total 3 days)
Mrs. Heidi Bowers
Mrs. Krista Poliskiewicz
Mrs. Elaine Rohaly
Mrs. Alison Walsh

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Ayes –6, Nays – 0, Abstentions –0 Motion carried

ITEM #12 - APPROVAL OF JOINT RESOLUTION FOR PARTICIPATION IN TRANSPORTATION SERVICES

The Chief School Administrator and the Business Administrator recommended approval of a joint transportation agreement through Sussex County Regional Cooperative as per attached resolution. This includes a 4% administrative fee.

A motion was made by Mr. Rader and seconded by Mrs. Rowe to approve the attached joint transportation agreement through Sussex County Regional Cooperative which includes a 4% administrative fee.

Ayes –6, Nays – 0, Abstentions –0 Motion carried

ITEM #13 - APPROVAL OF BID FOR WINDOW REPLACEMENT PROJECT

Bid Responses were opened on Tuesday, May 5, 2009 at 10:00 AM at White Township School. Patrick Seiwel of Design Resources Group recommended that the Board approve the Base Bid of \$148,400 from Arista Builders and Designers. The following are the results of the bid opening:

Company	Base Bid
Coopersmith Bros., Inc.	\$164,999
Arista Builders and Designers, Inc.	\$148,400

A motion was made by Mr. Panetta and seconded by Mrs. Rowe to award a contract to Arista Builders and Designers in the amount of \$148,400 for the Window Replacement Project.

ROLL CALL:

Mr. Abrams – Absent
Mr. Buckenmyer – Aye
Mrs. Collom - Absent
Mr. Meddaugh – Aye
Mr. Muscat – Aye
Mr. Panetta – Aye
Mr. Rader - Aye
Mrs. Rowe - Aye
Mrs. Skoog – Absent

Ayes –6, Nays – 0, Abstentions –0 Motion carried

ITEM #14 - APPROVAL TO ATTEND WORKSHOP

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

June 12, 2009 8:30 AM – 2:00 PM Strauss Esmay Educational Policy & School

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Law Seminar in Lincroft, NJ (no cost)

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

June 12, 2009 8:30 AM – 2:00 PM Strauss Esmay Educational Policy & School
Law Seminar in Lincroft, NJ (no cost)

Ayes –6, Nays – 0, Abstentions –0 Motion carried

ITEM #15 – APPROVAL TO RENEW CONTRACT WITH MASCHIO’S FOOD SERVICE

The Chief School Administrator and the Business Administrator recommended approval to award a school lunch contract to Maschio’s Food Service for the 2009-2010 school year with a management fee of \$7,640 (3% increase) and:

Proposal	Maintain Lunch Price at \$2.25	
	Guaranteed Unlimited Minimum Profit	\$11,000
	Projected Profit	\$15,000

A motion was made by Mr. Buckenmyer and seconded by Mr. Muscat to award a school lunch contract to Maschio’s Food Service for the 2009-2010 school year with a management fee of \$7,640 (3% increase) and:

Proposal	Maintain Lunch Price at \$2.25	
	Guaranteed Unlimited Minimum Profit	\$11,000
	Projected Profit	\$15,000

Ayes –6, Nays – 0, Abstentions –0 Motion carried

ADDENDUM TO THE CSA REPORT

1A. ABOLISHMENT OF POLICY

The Chief School Administrator and Board Policy Committee recommended the abolishment of the following policies and regulations:

- # 0147 - Board Member Travel Expenses (ABOLISHED)
- # 0147 A - Board Member Travel Expenses (ABOLISHED)
- # 0147.1 - Board Member Compensation and Expenses (ABOLISHED)
- # 0147.1 A - Board Member Compensation and Expenses (ABOLISHED)
- # 3440 - Travel Expenses - (ABOLISHED) - Policy & Regulation
- # 3440.1- Job Expenses - (ABOLISHED)- Policy & Regulation
- # 4440 - Travel Expenses - (ABOLISHED)- Policy & Regulation
- # 4440.1- Job Expenses - (ABOLISHED)- Policy & Regulation

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- # R 2460.5 - Special Education - Participation In Statewide Testing (ABOLISHED)
- # R 2460.10 - Special Education - Maintenance, Access To and Confidentiality of Pupil Records (ABOLISHED)
- # R 2460.14 - Special Education - In-service Training (ABOLISHED)

A motion was made by Mr. Buckenmyer and seconded by Mr. Panetta to abolish the following policies and regulations:

- # 0147 - Board Member Travel Expenses (ABOLISHED)
- # 0147 A - Board Member Travel Expenses (ABOLISHED)
- # 0147.1 - Board Member Compensation and Expenses (ABOLISHED)
- # 0147.1 A - Board Member Compensation and Expenses (ABOLISHED)
- # 3440 - Travel Expenses - (ABOLISHED) - Policy & Regulation
- # 3440.1- Job Expenses - (ABOLISHED)- Policy & Regulation
- # 4440 - Travel Expenses - (ABOLISHED)- Policy & Regulation
- # 4440.1- Job Expenses - (ABOLISHED)- Policy & Regulation
- # R 2460.5 - Special Education - Participation In Statewide Testing (ABOLISHED)
- # R 2460.10 - Special Education - Maintenance, Access To and Confidentiality of Pupil Records (ABOLISHED)
- # R 2460.14 - Special Education - In-service Training (ABOLISHED)

Ayes –6, Nays – 0, Abstentions –0 Motion carried

2A. APPROVAL OF CONTRACT WITH HUNTERDON COUNTY ESC SCHOOLS

The Chief School Administrator and Child Study Team recommended approval of a contract with Hunterdon County Educational Services Commission for alternate education tuition for one student from May 1 to June 30, 2009 at the rate of \$13,000 prorated over ten months for a total of \$2,600.

A motion was made by Mr. Panetta nad seconded by Mr. Muscat to approve a contract with Hunterdon County Educational Services Commission for alternate education tuition for one student from May 1 to June 30, 2009 at the rate of \$13,000 prorated over ten months for a total of \$2,600.

Ayes –6, Nays – 0, Abstentions –0 Motion carried

3A. APPROVAL TO HIRE SUMMER CLEANING HELP

The Chief School Administrator recommended approval to hire the following individuals to do summer cleaning at the school at a rate of \$12.00 per hour:

Miss Julie Bisci
Mrs. Lynne Cambria
Mr. Gary Hutchison

Miss Rebecca May
Mrs. Krista Poliskiewicz
Mrs. Elaine Rohaly

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A motion was made by Mr. Panetta and seconded by Mrs. Rowe to hire the following individuals to do summer cleaning at the school at a rate of \$12.00 per hour:

Miss Julie Bisci
Mrs. Lynne Cambria
Mr. Gary Hutchison

Miss Rebecca May
Mrs. Krista Poliskiewicz
Mrs. Elaine Rohaly

Ayes –6, Nays – 0, Abstentions –0 Motion carried

ACCEPTANCE OF DISCIPLINE REPORT FROM ASSISTANT PRINCIPAL

A motion was made by Mr. Muscat and seconded by Mr. Buckenmyer to accept the discipline report from the Assistant Principal.

Ayes –6, Nays – 0, Abstentions –0 Motion carried

ACCEPTANCE OF THE REPORT OF THE CHIEF SCHOOL ADMINISTRATOR AND THE ADDENDUM

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

Ayes –6, Nays – 0, Abstentions –0 Motion carried

Attachments: Policy summaries
Sussex County Regional Cooperative - Resolution

Open Public Comment

Mrs. Linda Mooney expressed concerns with the 8th Grade Spanish Placement test that had been given. Mrs. Heilman explained that the curriculum committee is still reviewing the Spanish program.

Executive Session

A motion was made by Mr. Rader and seconded by Mr. Panetta to go into Executive Session at 8:57PM. The purpose of this Executive Session is to discuss the Chief School Administrator's evaluation and a security issue. No action will be taken.

Ayes –6, Nays – 0, Abstentions –0 Motion carried

Mrs. Racy Rowe left at 9:55PM during Executive Session.

A motion was made by Mr. Rader and seconded by Mr. Panetta to resume Regular Session at 10:05PM.

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Ayes –5, Nays – 0, Abstentions –0 Motion carried

A motion was made by Mr. Panetta and seconded by Mr. Muscat to hold a Special Meeting on Monday, June 8 at 7:00PM in the school library for the purpose of evaluating the Chief School Administrator and the Business Administrator and also for Board Self Evaluation and Review.

Ayes –5, Nays – 0, Abstentions –0 Motion carried

PAYMENT OF BILLS:

A motion was made by Mr. Muscat and seconded by Mr. Buckenmyer to approve the payment of the bills for May 2009 in the amount of \$499,020.79 and Cafeteria bills in the amount of \$7,941.10.

Ayes –5, Nays – 0, Abstentions –0 Motion carried

FINANCIAL REPORTS:

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

April reports will be deferred until the June meeting.

ADJOURNMENT:

A motion made by Mr. Panetta and seconded by Mr. Rader to adjourn the meeting at 10:15 p.m.

Ayes –5, Nays – 0, Abstentions - 0

Respectfully submitted,

Donnamarie Palmiere,
Board Secretary