

**WHITE TOWNSHIP BOARD OF EDUCATION
565 COUNTY ROAD 519
BELVIDERE, NEW JERSEY 07823
908-475-4773**



**REGULAR MEETING MINUTES
October 28, 2024**

For the Regular Meeting of the White Township Board of Education
Monday, October 28, 2024, at 6:30 p.m. in the White Township Consolidated School Media Center.

“White Township Consolidated School is committed to inspire, engage and educate our students by providing innovative, personalized opportunities for growth and learning. With a foundation based on academic excellence and a focus on social emotional learning, our students will achieve their full potential and become productive, responsible, resilient members of the community and contributing members of society.”

I. CALL TO ORDER

President Panetta called the meeting to order at 6:30 p.m.

II. STATEMENT OF ADEQUATE NOTICE

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interests is either discussed or acted upon. In accordance with this provision of the act, the White Township Board of Education has sent notice of this meeting to the New Jersey Herald and the Express Times stating date, time, and place and posted the same in the White Township School and Municipal Building.

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Mrs. Robyn Gardella	<i>Present</i>	Mrs. Catherine Lensi	6:43 pm	Mr. Frank Panetta	<i>Present</i>
Mr. Tim Havlusch	<i>Present</i>	Mr. Kevin Murray	6:33pm - 7:43pm	Mrs. Natalie Pinkerton	<i>Present</i>
Mr. George Jonkoski	<i>Present</i>	Ms. Michelle Nusser-Meany	<i>Present</i>	Mrs. Elizabeth Vesper	<i>Present</i>

Also present, Mr. William Thompson and Mrs. Lori Tirone.

V. CSA REPORT

Mr. Thompson reported:

- **Presentation of Student of the Month for September Sara Kumar**
- **Presentation of Student of the Month for October Brian Kearns, Jr.**
- **Presentation of New Jersey Student Learning Assessment Results from the Spring 2024 Test Administration**
- **Explanation of HIB Assessment Process**
- **Feasibility Study Update**

VI. PUBLIC COMMENTS - Privilege of the Floor

President Panetta opened the public hearing for public comment. No one from the public made any comments.

VII. ADMINISTRATIVE REPORTS

MOTION by Mr. Murray, seconded by Mrs. Lensi to approve Administrative Report items 1 and 2.

1. NJ Quality Single Accountability Continuum (NJQSAC)

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the submission of the New Jersey Quality Single Accountability Continuum (NJQSAC) District Performance Review for the 2024-2025 school year. The scores are as follows:

- a. Personnel - 100/100
- b. Governance - 97/100
- c. Operations - 100/100
- d. Instruction and Program - 40/100 (Pending student achievement scores from the NJDOE)
- e. Fiscal Management - 97/100

2. HIB Self Assessment for 2023-2024

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the New Jersey Department of Education School Self-Assessment for Determining Grades Under the Anti-Bullying Bill of Rights Act submission for July 1, 2023 - June 30, 2024. The District scored a 70 out of a possible 78.

On a voice vote, all present were in favor. The motion passed.

VIII. MINUTES

MOTION by Mrs. Lensi, seconded by Ms. Nusser-Meany to approve the following meeting minutes.

BE IT RESOLVED that the minutes of the Board of Education meeting, held on the dates indicated as transcribed, be approved and filed.

September 23, 2024 - Regular Meeting Minutes

On a voice vote, all present were in favor; except Mr. Murray abstained since he did not attend the September 23, 2024 meeting. The motion passed.

IX. PERSONNEL - Mr. Panetta, Mr. Havlusch, Mr. Murray, Mrs. Vesper

Mr. Panetta provided a committee update.

MOTION by Mrs. Lensi, seconded by Mrs. Vesper to approve Personnel items 1 through 3.

1. Approve Extracurricular Activity Positions

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the following staff for Extra-Curricular activity positions for the 2024-2025 school year.

Staff Member	Position	Year	Stipend
Tadgh Labar	Jump Start (Asst)	5	\$2,670.00
Amy Stumpe	Drama Club (Asst)	6	\$2,670.00
Katherine Williams	Drama Club (Asst)	6	\$2,670.00
Erika Puskas	Student Government (Head)	1	\$2,669.00

2. Approve Student Teacher Observation Hours

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve Madison Barofski from East Stroudsburg University to complete 20 observation hours at White Township Consolidated School for the 2024-2025 school year.

3. Approve Unpaid Day

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve employee #00567 a day off without pay on November 22, 2024.

On a roll call vote, all present were in favor. The motion passed.

X. CURRICULUM - Ms. Nusser-Meany, Mrs. Gardella, Mr. Jonkoski, Mrs. Pinkerton

Mr. Jonkoski provided a committee update.

MOTION by Mr. Murray, seconded by Mrs. Lensi to approve Curriculum items 1 through 6.

1. Approve New Club

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a new club titled "After-School Artists."

2. Approve Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a visitation to Belvidere High School for the 7th and 8th grades on Thursday, November 14, 2024 in the morning from 9:15 a.m. through 11:45 a.m. The cost of transportation is \$225.00.

3. Approve Field Trips

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve field trips for GEM for the following dates.

Date	Event	Grades	Location	Bus Cost
October 29, 2024	Mindnastics	4	Belvidere H.S., Belvidere	\$225.00
December 3, 2024	Marvelous Math	2	Rutherford Hall, Hackettstown	\$300.00
December 10, 2024	Math-a-Magicians	3	Rutherford Hall, Hackettstown	\$300.00
February 12, 2025	W.C. Spelling Bee	5 - 6	Phillipsburg M.S., Phillipsburg	\$175.00
March 5, 2025	Phabulous Physics	3 - 4	Oxford School, Oxford	\$280.00
April 2, 2025	Strategic Thinking Day	5	Memorial School, Washington	\$360.00

4. Approve Afterschool Field Trip

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve a field trip for GEM for the following date.

Date	Event	Grades	Location
April 9, 2025	Battle of the Books	5 - 6	Phillipsburg Middle School, Phillipsburg

5. Tuition Contract - Matheny Private School

BE IT RESOLVED to approve a Special Education Tuition Contract Agreement for the 2025-2025 school year between the White Township Board of Education (sending) and Matheny Medical and Educational Center (receiving) for Student ID #3239745638 at a cost of \$106,140.00. (11.000.100.562.000.000)

And extraordinary services of \$38,430.00. (11.000.217.320.000.000)

6. Tuition Contract - Aspire Counseling Center

BE IT RESOLVED to approve a Regular Education Tuition Contract Agreement for the 2024-2025 school year between the White Township Board of Education (sending) and Aspire Counseling Center (receiving) for Student ID #9408523192 at \$5,400.00 for tuition. (11.000.100.566.000.000)

Discussion on Matheny tuition, the district may claim it as extraordinary aid.

On a roll call vote, all present were in favor. The motion passed.

XI. OPERATIONS - Mrs. Vesper, Mr. Havlusch, Mr. Murray, Mr. Panetta

Mrs. Vesper provided a committee update.

MOTION by Mr. Havlusch, seconded by Mrs. Lensi to approve Operations items 1 through 9.

1. Acceptance of the Financial Report September 2024

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the White Township Board of Education to certify that no budgetary line-item account has been over-expended and that the sufficient funds are available to meet the district's financial obligation, and

WHEREAS, N.J.A.C.6A:23A-16.10 further requires the White Township Board of Education receive and accept the monthly financial statements, the Board Secretary's and Treasurer's reports; and

WHEREAS, the Board Secretary's and Treasurer's reports for the month ending September 30, 2024 is presented for the Board to accept and are on file in the Office of the School Business Administrator;

NOW, THEREFORE BE IT RESOLVED, the White Township Board of Education acknowledges receipt of and accepts the Board Secretary's and Treasurer's Report for the month ending September 30, 2024; and

BE IT FURTHER RESOLVED, that the Board Secretary and White Township Board of Education certify that no budgetary line-item account has been over-expended and that there are sufficient funds available to meet the district's financial obligation.

2. Approval of Budget Transfers for September 2024

WHEREAS, N.J.A.C.6A:23A-16.10-(c)1 states that a report shall be presented to the Board showing all transfers between line-item accounts for each line-item account shown on the budget prepared in accordance with N.J.S.A.18A:22-8; and

WHEREAS, transfers in the report "Budget Transfers" for the time period of September 2024 were necessary to maintain the needs of the district and are on file in the Office of the School Business Administrator,

NOW, THEREFORE BE IT RESOLVED, upon the recommendation of the Chief School Administrator, that White Township Board of Education ratifies and approves the transfers in the report "Budget Transfers" for September in fiscal year 2024-2025, approved by the Chief School Administrator, so that no budgetary line-item account has been over-expended and that sufficient funds would be available to meet the district's financial obligations.

3. Approval of October Bill List

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Boards of Education to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provided by resolution approval by a person designated by the board; and

WHEREAS, a list of bills for the month of October 2024 are being presented to the board with the recommendation that they be ratified, approved and paid; and

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with N.J.S.A. 18A:19-2;

NOW, THEREFORE BE IT RESOLVED, that the White Township Board of Education, upon the recommendation of the Chief School Administrator, ratifies and approves the list of bills for payment in the sum of \$1,056,464.89 for October 2024; and

BE IT FURTHER RESOLVED, the list of bills is on file in the Office of the School Business Administrator, and

BE IT FURTHER RESOLVED, that the White Township Board of Education authorizes the School Business Administrator to pay bills if it is determined that a need arises prior to the next board meeting.

4. Approve the Comprehensive Maintenance Plan and M-1 Form

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the submission of the 2024-2025 Comprehensive Maintenance Plan and the accompanying M-1 Form.

5. Approve an update to the District Five-Year Long Range Facility Plan (LRFP)

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve an update to the District five year LRFP to include the following 2025-2030 anticipated capital improvements/projects:

YEAR	SOURCE	PROJECT DESCRIPTION	ESTIMATE	PER YEAR
24-25	LRFP Amend	Office Rooftop Unit Replacement	446,000.00	
24-25	LRFP Amend	Security Upgrades	20,000.00	\$ 466,000.00
25-26	LRFP Amend	Replace 1999 Addition Roof (less Gym & Stage) Proj. B	1,050,000.00	
25-26	LRFP Amend	Replace drop ceiling in 1956 & 1973 hallway	25,000.00	
25-26	LRFP Amend	Replace Light Fixtures in 1956 & 1973 classrooms	20,000.00	
25-26	LRFP Amend	Security Upgrades	20,000.00	\$ 1,115,000.00
26-27	LRFP Amend	Science Lab	50,000.00	
26-27	LRFP Amend	Resurface Parking Area on Route 519 side	150,000.00	
26-27	LRFP Amend	Refurbish/Pave Track	25,000.00	
26-27	LRFP Amend	Remodel 1956 Student Bathrooms	50,000.00	
26-27	LRFP Amend	Upgrade 1931 Boys & Girls Bathroom	50,000.00	
26-27	LRFP Amend	Security Upgrades	20,000.00	\$ 345,000.00
27-28	LRFP Amend	Upgrade 1973 Boys & Girls Bathrooms	50,000.00	
27-28	LRFP Amend	Replace Roof-top HVAC units (2) above Gym roof	600,000.00	

27-28	LRFP Amend	Security Upgrades	20,000.00	\$ 670,000.00
28-29	LRFP Amend	Generator Upgrades	50,000.00	
28-29	LRFP Amend	Refinish hallway floor & Install VC tile - 1931 building	30,000.00	
28-29	LRFP Amend	Install Lift - Grand Stairwell	20,000.00	
28-29	LRFP Amend	Replace well pump	10,000.00	
28-29	LRFP Amend	Install drop ceiling in Cafeteria; ceiling heat & ductwork	25,000.00	
28-29	LRFP Amend	Remove Asbestos tile in (4) classrooms (1973 wing)	75,000.00	
28-29	LRFP Amend	Remove Asbestos pipe covering in 1956 bathroom	25,000.00	
28-29	LRFP Amend	Security Upgrades	20,000.00	\$ 255,000.00
TOTAL				\$ 2,851,000.00

6. Approve the maximum Capital Reserve account Amount

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the maximum Capital Reserve amount of \$2,851,000 based on an October 28, 2024 analysis of the District's Five-Year Long Range Facility Plan project listing as amended. White Township Board of Education has identified 23 projects in the amended five year Long Range Facility Plan that have an estimated local cost of \$2,851,000. The maximum Capital Reserve amount of \$2,851,000 is equal to the current estimated cost of the projects. The White Township Board of Education Capital Reserve account balance is \$810,327 as of October 24, 2024.

7. Approve the School Bus Emergency Evacuation Report

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the School Bus Emergency Evacuation Drill Report for October 17, 2024.

8. Approve Snow Removal Contractor for the 2024-2025 School Year

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve NJ Landscape Contractors, LLC of Belvidere, NJ for snow removal for the 2024-2025 school year at the following rates.

Description	Amount
Salt upper and lower lots per occurrence	\$355.00
Snow Removal up to 5" of snow	\$345.00
Snow Removal 5"- 10" of snow	\$625.00
Snow Removal every inch over 10"	\$80.00

9. Approve the Budget Calendar

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the Budget Calendar for the preparation of the 2025-2026 Budget.

On a roll call vote, all present were in favor; except Mrs. Pinkerton abstained from item 8. The motion passed.

XII. GOVERNANCE - Mrs. Pinkerton, Mrs. Gardella, Mr. Jonkoski, Ms. Nusser-Meany

Mrs. Pinkerton provided a committee update.

MOTION by Mrs. Lensi, seconded by Mrs. Vesper to approve Governance item 1.

1. Approval of Memorandum of Agreement with the New Jersey State Police

BE IT RESOLVED that the Board, upon recommendation of the Chief School Administrator, approve the Memorandum of Agreement with the New Jersey State Police for the 2024-2025 school year.

On a voice vote, all present were in favor. The motion passed.

XIII. BHS BOARD MEMBER UPDATE - Mrs. Gardella

Mrs. Gardella reported the BHS Meeting on October 9, 2024 was a professional development with NJSBA for Self Assessment and District Goals. At the October 16, 2024 meeting the Administrative changes were reported as positive.

XIV. EXECUTIVE SESSION

MOTION by Ms. Nusser-Meany, seconded by Mr. Murray for the Board to enter into Executive Session at 7:04 p.m.

On a voice vote, all present were in favor. The motion passed.

WHEREAS, the New Jersey Open Public Meetings Act authorizes a public body to exclude the public from that portion of a meeting at which the Board of Education discusses topics falling within certain specified exceptions to the requirement for public meetings;(N.J.S.A. 10:4-13) and

WHEREAS, the Board of Education wishes to discuss matters that fall within statutory exceptions to open public meetings

BE IT RESOLVED pursuant to Section 7 of the Open Public Meetings Act(N.J.S.A. 10:4-12), that the Board adjourn from public session and enter into executive session at this time to discuss confidential matters pertaining to legal matters and personnel, specifically the Chief School Administrator annual evaluation.

BE IT FURTHER RESOLVED that the matters discussed in executive session should be made public as soon as the need for confidentiality no longer exists, but it is not known at this time when that may be. The Board expects to reconvene into public session in approximately 30 minutes. Action may be taken.

BE IT RESOLVED to return to Open Public Session at 7:37 p.m.

MOTION by Mr. Murray, seconded by Mrs. Lensi for the Board to reconvene public session.

On a voice vote, all present were in favor. The motion passed.

ACKNOWLEDGE RECEIPT OF HIB INCIDENTS

MOTION by Mrs. Lensi, seconded by Ms. Nusser-Meany to acknowledge receipt of one HIB investigation deemed a HIB incident.

On a roll call vote, all present were in favor. The motion passed.

XV. OLD BUSINESS

No old business.

XVI. NEW BUSINESS

Discussion on Christmas Party.

XVII. PUBLIC COMMENTS - Privilege of the Floor

President Panetta opened the public hearing for public comment. No one from the public made any comments.

XVIII. ADJOURNMENT

MOTION TO ADJOURN by Mrs. Lensi, seconded by Mrs. Vesper.

On a voice vote, all present were in favor. The meeting adjourned at 7:54 p.m.

Respectfully Submitted,



Lori A. Tirone
Board Secretary