

1  
2  
3 **OFFICIAL MINUTES**

4 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
5 **Monday, October 17, 2016** in the Nehausney Middle School library.

6 The meeting was called to order by President Andrew Chapkowski at 6:30 p.m.

7  
8 **Roll Call:**

9

<input checked="" type="checkbox"/> Mr. Andrew Chapkowski School Board President	(Chair) Budget Committee Buildings & Grounds Personnel & Public Relations
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio School Board Vice-President	(Chair) Negotiations Committee Curriculum & Technology Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. John Hughes <b>Arrived at 6:48 p.m.</b>	Paulsboro Board of Education Representative Negotiations Committee Policy & Regulations Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. Chad Kent	(Alternate) Negotiations Committee Budget Committee Curriculum & Technology Policy & Regulations Personnel & Public Relations
<input checked="" type="checkbox"/> Mrs. Roseanne Lombardo	(Chair) Curriculum & Technology Committee Buildings & Grounds County Board of Education Representative Personnel & Public Relations
<input type="checkbox"/> Mr. Gerald Michael, Jr. <b>Absent</b>	(Chair) Buildings & Grounds Committee Negotiations County Board of Education Representative Personnel & Public Relations
<input type="checkbox"/> Mr. Duane Sarmiento <b>Absent</b>	(Chair) Policy & Regulations Committee Budget & Finance Personnel & Public Relations

10 Quorum **YES**

11  
12 Also present were Mr. Scott A. Campbell, School Business Administrator/Board  
13 Secretary and Dr. Jennifer Foley-Hindman, Chief School Administrator.

14  
15 As required under the guidelines of the Open Public Meeting Law, notice of this meeting  
16 was sent to **The Courier Post**, and **The Township Clerk**. It was also posted in the  
17 Greenwich Township School Buildings. (Optional: Videotaping Regulations – “The  
18 proceedings of this meeting are being videotaped and anyone wishing to discuss an  
19 individual child should so note.”)

20  
21 **FLAG SALUTE**

1 **1. MINUTES**

2  
3 Motion: (Kent/Vernacchio) to approve the minutes:

4  
5 September 12, 2016– Regular Meeting  
6 September 12, 2016 – Executive Session  
7

8 Motion carried by unanimous roll voice vote.  
9

10 **2. SUPERINTENDENT’S REPORT**

11  
12 Motion: (Lombardo/Chapkowski) to approve the following as one, A & B:

13  
14 A. Administrative Reports/Principal’s Reports

- 15  
16 1. School Health Services Monthly Reports for Broad Street School.  
17 (Attachment)  
18  
19 2. School Health Services Monthly Reports for Nehaunsey Middle  
20 School. (Attachment)  
21

22 B. Monthly Attendance, Enrollment, Drills, Monthly Overview and HIB  
23

24

<b>MONTHLY ATTENDANCE – SEPTEMBER 2016</b>	
Broad Street School	97%
Nehaunsey School	96%

25

<b>BROAD STREET SCHOOL ENROLLMENT – SEPTEMBER 2016</b>	
Grade PSD	Total: 10
Grade K	Total: 44
Grade 1	Total: 42
Grade 2	Total: 45
Grade 3	Total: 51
Grade 4	Total: 52
Grade 5	Total: 55
<b>TOTAL ENROLLMENT: 299</b>	

26  
27

<b>NEHAUNSEY MIDDLE SCHOOL ENROLLMENT – SEPTEMBER 2016</b>	
Grade 6	Total: 35
Grade 7	Total: 49
Grade 8	Total: 56
<b>TOTAL ENROLLMENT: 140</b>	

DRILLS – SEPTEMBER 2016				
Date	Time/Location	Duration	Action/Drill	Weather Conditions
September 13, 2016	NMS/2:12 p.m.	2 minutes	Fire Drill	Warm, Sunny
September 14, 2016	BSS/1:19 p.m.	2 minutes	Fire Drill	Warm, Sunny
September 22, 2016	NMS/1:30 p.m.	15 minutes	Bus Evacuation Drill	Warm, Sunny
September 27, 2016	BSS/10:13 a.m.	9 minutes	Lockdown/MERT drill	Inside of building
September 30, 2016	NMS/12:50 p.m.	8 minutes	Lockdown/MERT drill	Inside of building

1

MONTHLY EVENT OVERVIEW – SEPTEMBER 2016		
September 2, 2016	First day for students	District
September 12, 2016	9/11 Remembrance Ceremony	District
September 20, 2016	Picture Day	NMS
September 28, 2016	Picture Day	BSS
September 29, 2016	Back to School Night	BSS/NMS

2

Infractions Referrals Reports	Number of Incidents September 2016		2016-2017 Total-to-Date	
	BSS	NMS	BSS	NMS
Dating Violence	0	0	0	0
Detention After School	0	2	0	2
Harassment, Intimidation or Bullying	0	0	0	0
Out-School-Suspensions (OSS)	0	1	0	1
Restricted Study	0	0	0	0
Violence, Vandalism, Substance Abuse	0	0	0	0

3

Monthly Discipline/EVRS Summary – September 2016					
	Incidents	Lunch Detention	After School Detention	Restricted Study	Out-of-School Suspension
Broad Street	0	0	0	0	0
Nehaunsey	1	0	2	0	1

\*Total number of disposition (lunch detention, after school detention, restricted study and out-of-school suspension) may not equal total number of incidents.\*

4

5

6

7

8

9

10

11

12

13

**Chad Kent** commented on Broad Street Schools' nursing report of 133 injuries. **Dr. Jennifer Foley-Hindman** said she would look into that as it may be that is the number of students "seen" by the nurse and not necessarily students that are injured. The district has started doing vision and hearing screenings so that amount could be in that total of 133. **Mr. Kent** asked if those screenings would fall under injuries? **Dr. Foley-Hindman** said it shouldn't but would double-check on it and get back to the Board.

Motion carried by unanimous voice vote.

1 **3. SUPERINTENDENT RECOMMENDATIONS**

2  
3 Motion: (Chapkowski/Vernacchio) to approve the following as one, A-H:

- 4  
5 A. The approval for the appointment of Cathy Tortella to substitute as a  
6 School Nurse for the 2016-2017 school year at a rate of \$175.00 per day.  
7 Appointment will be pending receipt of all documents including criminal  
8 history check.  
9  
10 B. The approval to update the Supervisor of Child Study Team job  
11 description, #1007, to Director of Child Study Team, #1007, as the needs  
12 of the district calls for at this time. This update will be effective  
13 immediately but have no impact on the current position holder of  
14 Supervisor of Child Study Team, title or salary wise. (Attachment)  
15  
16 C. The approval of the School Nursing Services Plan for the 2016-2017  
17 school year. A copy is available for review in the Superintendent's Office.  
18  
19 D. The approval of the 2016-2017 Standing Medical Orders, signed by the  
20 Chief School Administrator and Board President. A copy is on file in the  
21 Superintendent's Office for review.  
22  
23 E. The approval of the appointment of Trisha Seiner, BSS Teacher, as 5<sup>th</sup>  
24 Grade Level/Group Chairperson for the 2016-2017 school year, stipend  
25 pending GTEA negotiations.  
26  
27 F. The approval for the appointment of John Tirico\* to the position of Director  
28 of Child Study Team, effective January 1, 2017 through June 30, 2017 at  
29 a salary of \$100,000.00 (prorated) for the 2016-2017 school year.  
30 Approval pending all requirements of a new hire including an up-to-date  
31 Criminal History background check.  
32  
33 G. The approval for the acceptance of the School Bus Emergency  
34 Evacuation Drill Reports as follows:  
35

SCHOOL	DATE	TIME	LOCATION	BUS ROUTE NUMBER
Broad Street	9/22/16	9:00 a.m.	Bus Platform	GPS1, GPS2, GRO1, GRO2, GRO4, GRO5
Nehaunsey	9/22/16	1:30 p.m.	Bus Platform	GRN1, GRN2, GRN4, GRN5

- 36  
37 H. The approval of the 2016-2017 school year Health and Safety Evaluation  
38 of School Buildings completed on October 12, 2016. Copies are available  
39 for review in the Superintendent's Office.

1 **Chad Kent** asked if lead pipe testing is included in item 8, Health & Safety  
 2 Evaluation of School Buildings? **Scott Campbell** said that testing will take place  
 3 on November 10 and 11 in both schools.

4  
 5 **Susan Vernacchio** wanted to thank Cathy Tortella for returning as a substitute  
 6 nurse since that has always been an area of concern; filling a nursing position.  
 7 **Dr. Jennifer Foley-Hindman** said we all feel very safe having Cathy back as a  
 8 substitute.

9  
 10 **Andrew Chapkowski** asked about the bussing issue and why there are so many  
 11 latenesses? **Dr. Jennifer Foley-Hindman** responded that it has been better  
 12 except for the two bus break-downs. One happened on school property; one off  
 13 property. We have been in contact with Holcomb regularly and it is starting to  
 14 improve.

15  
 16 Motion carried by unanimous roll call vote.

17  
 18 \*A short break was taken for Mr. John Tirico to introduce himself to the Board  
 19 and to speak a little about his background.\*

20  
 21 **4. POLICY & REGULATIONS**

22  
 23 The Policies & Regulations will pass as presented if there are no objections.

24  
 25 A. The approval of the following list of new and/or revised district policies.

26

POLICY/REGULATION NUMBER	TITLE	1 <sup>ST</sup> READING	2 <sup>ND</sup> READING
Bylaw 0000.01	Introduction	X	
P1220	Administration – Employment of CSA	X	
R2414	Program – High Poverty and High Needs School	X	
P3125	Teaching Staff Members – Employment of Teaching Staff Members	X	
P & R 3240	Teaching Staff Members – Professional Development	X	
R5330	Students – Administration of Medication	X	
P5339	Students – Screening for Dyslexia	X	
P6480	Purchase of Food Supplies	X	
P6511	Direct Deposit – Finances	X	
P7437	Property – Safety Standards, Electrical Appliances	X	
P8130	School Organization	X	
P & R 8441	Operations – Care of Injured and Ill Persons	X	
P & R 8630	Operations – Bus Driver/Bus Aide Responsibility	X	

<b>MULTI-YEAR EQUITY PLAN UPDATES:</b>			
P1140	Affirmative Action Program	X	
P1523	Comprehensive Equity Plan	X	
P & R 1530	Equal Employment Opportunities	X	
P1550	Affirmative Action Program for Employment and Contract Practices	X	
P & R 2200	Curriculum Content	X	
P2260	Affirmative Action Program for School and Classroom Practices	X	
P & R 2411	Guidance Counseling	X	
P & R 2423	Bilingual and ESL Education	X	
P2610	Educational Program Evaluation	X	
P2622	Student Assessment	X	
P5750	Equal Education Opportunity	X	
P5755	Equity in Educational Programs and Services	X	
P0167	Public Participation in Board Meetings (Revision)		XX
P0168	Recording Board Meetings (Revised)		XX
P2422	Health & Physical Education (Revised)		XX
P2431	Athletic Competition (Revised)		XX
R2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (Revised)		XX
P & R 5111	Eligibility of Resident/Non-Resident Students (Revised)		XX
P & R 5310	Health Services (Revised)		XX
P & R 5330.01	Administration of Medical Marijuana (New)		XX
P & R 8462	Reporting Potentially Missing or Abused Children (Revised)		XX
P8550	Outstanding Food Service Charges (Revised)		XX

1  
2  
3  
4  
5  
6  
7  
8  
9

Motion carried by unanimous voice vote.

**5. CURRICULUM & INSTRUCTION**

Motion: (Vernacchio/Kent) to approve the following as one, A & B:

A. The approval of the following Field Trips:

<b>Grade and/or Group</b>	<b>Destination</b>	<b>Date</b>	<b>Estimated Related Cost Including Transportation</b>	<b>Total</b>
Music	Winter Concert Broad Street School	12/16/16	Bus & Substitute	\$175.00

Music	Shade Lane Nursing Home	12/20/16	Bus & Substitute	\$210.00
-------	-------------------------	----------	------------------	----------

1  
2  
3  
4

B. The approval for the following individuals to attend out-of-district workshops not including substitutes or mileage:

Name/Position	Workshop, Location, Time	Date	Cost
Jesse Golden BSS Special Education Teacher	McRel Training for New Teachers EIRC	10/20/16	\$149.00
Joe Lippincott NMS Art Teacher	McRel Training for New Teachers EIRC	10/20/16	\$149.00
Katie Eckert School Psychologist	Autism Workshop GCASE @ GCIT	11/9/16	\$-0-
Alisa Whitcraft Principal – BSS	Changes to Funding & Requirements – NCLB to ESSA Department of Education	11/17/16	\$-0-
Dr. Jennifer Foley-Hindman Susan Vernacchio Scott Campbell	School Board Convention Harrah's Resort Atlantic City, NJ	10/25/16 10/26/16 10/27/16	Two Attendees for Hotel \$388.00 total, plus mileage and meals. Mr. Campbell will be reimbursed for mileage and meals
Steve Wehrle BSS Physical Education Teacher	State Health Education Conference	12/5/16	\$85.00
Janet Geary BSS BSIP Math Teacher	West Jersey Reading Council	11/9/16	\$50.00
Tara Reale BSS Pre-School Disabled Teacher	Autism Workshop GCASE @ GCIT	11/9/16	\$-0-
Terry DiSanto	Autism Workshop GCASE @ GCIT	11/9/16	\$-0-

5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16

Motion carried by unanimous voice vote.

**5. BUDGET & FINANCE**

Motion: (Chapkowski/Lombardo) to approve the following as one, items A-E under **BUDGET & FINANCE** and item A under **REPORT OF THE BUSINESS ADMINISTRATOR**:

A. The *retroactive* approval of Education Level 1 Services between the Department of Human Services, Commission of the Blind and Visually Impaired and Greenwich Township School District, effective September 1,

1 2016 and ending June 30, 2017, for student# 1579643966 and student#  
2 4712839826 at a cost of \$1,900.00 each; total of \$3,800.00.  
3

4 B. The *retroactive* approval for the contract between Clarke School for  
5 Hearing & Speech and the Greenwich Township Board of Education for  
6 student# 6767685394, effective September 6, 2016 through February 28,  
7 2017 at a cost of \$651.52 for the term.  
8

9 C. The approval of the Nursing Services contract between Bayada Home  
10 Health Care, Inc. and Greenwich Township Board of Education, for the  
11 2016-2017 school year at a rate of \$55.00 per hour for RN and \$45.00 per  
12 hour for LPN services as emergency needs for substitute nurses arises.  
13

14 D. The approval of the continuation of services for the contract with General  
15 Health Care Resources, Inc. to provide Occupational Therapy Services to  
16 the District for the 2016-2017 school year with no increase in rate.  
17

18 E. The approval of the contract between New Jersey Specialized Child Study  
19 Team Evaluation Services and Greenwich Township School District for  
20 student# 4712839826, partial evaluation package required at a cost of  
21 \$1,350.00.  
22

23 **6. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR**  
24 **BOARD SECRETARY**  
25

26 A. Bills Lists  
27

28 1. The bills as presented by the Business Administrator in the  
29 following amounts are ordered paid:  
30

<b>Number</b>	<b>Amount</b>
P16	\$231,296.80
P17	\$16,918.62
P18	\$67,501.36
P19	\$232,017.66
P20	\$16,986.49
P21	\$324.00
P22	\$24.79
P23	\$75,791.27
P24	\$2,197.23
P25	\$232,916.47
P26	\$17,053.46
P27	\$357,459.34
P28	\$375.00



<b>TOTAL</b>	<b>\$1,250,862.49</b>

1  
2 **Susan Vernacchio** asked why in item# B, the contract is only until February  
3 2017? **Scott Campbell** answered that the student would be due for an  
4 evaluation to see if the benefits need to continue past February. **Mrs.**  
5 **Vernacchio** also asked if there was a way we could do the evaluation on item#  
6 E? **Dr. Jennifer Foley-Hindman** stated it is a specialized program for a special  
7 education student.

8  
9 Motion carried by unanimous roll call vote.

10  
11 **7. BUILDINGS & GROUNDS**

12  
13 Motion: (Lombardo/Chapkowski) to approve the following as one A1 & A2:

14  
15 A. Use of Facilities

- 16  
17 1. The approval of the following use of facilities for the PTA:  
18

Event	Venue	Date	Time
PTA Meetings	1 <sup>st</sup> floor Teachers' Lounge at Broad Street School	Thursdays on the following dates: 10/6/16 (retroactive) 11/17/16 1/19/17 2/23/17 3/16/17 4/27/17	6:30 p.m. to 7:30 p.m.
Book Fair	Room 209 at BSS	10/17/16 - 10/21/16	8:00 a.m. – 12:00 p.m.
Holiday Shop	Room 209 at BSS	12/6/16 - 12/9/16	8:00 a.m. – 12:00 p.m.
Girls' Sweetheart Dance	BSS Gymnasium	2/10/17	5:00 p.m. – 9:00 p.m.
Bag Bingo	BSS Gymnasium	3/3/17	5:00 p.m. – 11:00 p.m.
Boys' Dance	BSS Gymnasium	5/5/17	5:00 p.m. – 9:00 p.m.

- 19  
20 2. The approval of the following Use of Facilities Request from  
21 Physical Education teacher, Steven Wehrle to use the Broad Street  
22 School Gymnasium on Thursday, October 27, 2016 from 6:00 –  
23 7:30 p.m. for a Family Fitness Night. (Alternate date: Tuesday,  
24 October 25, 2016)  
25

26 Motion carried by unanimous voice vote.  
27  
28  
29  
30

1 **8. OLD BUSINESS**

2  
3 None at this time.

4  
5 **9. NEW BUSINESS**

6  
7 ***Susan Vernacchio** gave a quick update on Negotiations. She said they have*  
8 *continued to meet with the teachers and **Dr. Foley-Hindman** just informed the*  
9 *committee that we will be moving toward to mediations. There are no dates as of*  
10 *yet.*

11  
12 ***Scott Campbell** gave an update of Board of Education members' outstanding*  
13 *obligations to mandated New Jersey School Board Association Training. He*  
14 *informed the Board that we were recipients of the 2016 NJSIG's Safety Award in*  
15 *the amount of \$1,500.00 which will come off of our premium. **Mr. Campbell** also*  
16 *reviewed results of the bid opening for the pole barn at Broad Street. The bid*  
17 *came in at \$27,000.00 over the expected cost. There was a recommendation to*  
18 *discuss this with the Buildings and Grounds Committee to decide if we want to go*  
19 *back out for bid or cancel the project.*

20  
21 **10. CORRESPONDENCE**

22  
23 None at this time.

24  
25 **11. PUBLIC – AGENCA/NON-AGENDA ITEMS**

26  
27 This is the time when anyone from the public who wishes to speak to the Board  
28 may do so. Please state your name, address and phone number. The Board will  
29 hear your concerns. The Board may or may not take action this evening. You  
30 will be notified either at this meeting, by letter, or telephone of any action the  
31 Board does take.

32  
33 In accordance with Board policy and procedures, speakers are not permitted to  
34 publicly speak of personal issues involving school personnel or against any  
35 person connected to the school system. Any such concern should be presented  
36 to the school or district-level administration so that a proper response may be  
37 given.

38  
39 No public comment at this time.

40  
41 **12. EXECUTIVE SESSION**

42  
43 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*  
44 *6, et seq.*, which provides that an Executive session, not open to the public, may  
45 be held for certain specified purposes when authorized by Resolution.

1 The Board of Education for Greenwich Township, assembled in public session on  
2 **October 17, 2016**, hereby resolves that an Executive Session closed to the  
3 public shall be held on **October 17, 2016** at **6:57 p.m.** in the Nehaunsey Middle  
4 School library, located at 415 Swedesboro Road, Gibbstown, New Jersey, for  
5 discussion of certain matters which relate to items authorized by *Open Public*  
6 *Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.

7  
8 Motion: (Hughes/Chapkowski) to enter into Executive Session at 6:57 p.m.  
9 to discuss the following:  
10

<input type="checkbox"/> Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:
<input type="checkbox"/> Matters in which the release of information would impair the right to receive government funds, and specifically:
<input type="checkbox"/> Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically:
<input checked="" type="checkbox"/> Matters concerning negotiations, and specifically: <b>GTEA NEGOTIATIONS</b>
<input type="checkbox"/> Matters involving the purchase or real property and/or the investment of public funds, and specifically:
<input type="checkbox"/> Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically:
<input type="checkbox"/> Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically:
<input type="checkbox"/> Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:
<input type="checkbox"/> Matters involving quasi-judicial deliberations, and specifically:

11  
12 It is anticipated that such matters may be disclosed to the public upon the  
13 determination of the Board that applicable exception no longer applies and the  
14 public interest will no longer be served by such confidentiality.  
15 Motion carried by unanimous voice vote.

16  
17 Motion: (Lombardo/Hughes) to adjourn the Executive Session and return to  
18 the regular meeting at 7:10 p.m.

19  
20 Motion carried by unanimous voice vote.

21  
22 **15. ADJOURNMENT**

23  
24 Motion: (Vernacchio/Hughes) to adjourn the meeting at 7:11 p.m.

25  
26 Motion carried by unanimous voice vote.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12

Respectfully Submitted,

---

Scott A. Campbell, Board Secretary

*\*\*Next Board of Education Regular Meeting is scheduled for Monday, November 17, 2016 at 6:30 p.m. \*\**