

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 Tuesday, February 19, 2008 in the Nehaunsey Middle School library.

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6 The meeting was called to order by Vice-President Robyn Glocker Hammond at
7 7:15 p.m.

8
9 **Roll Call:**

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11 Robyn Glocker Hammond
12 Patrick Lani, Jr.
13 Michael Myers
14 James Sorbello

15
16 Also present were Dr. Francine Marteski, Superintendent and Scott A. Campbell,
17 School Business Administrator/Board Secretary.

18
19 **Absent:**

20
21 Frank J. Minniti
22 Frederick Reel
23 Susan Vernacchio

24
25 As required under the guidelines of the Open Public Meeting Law, notice of this
26 meeting was sent to the Courier Post, The Philadelphia Inquirer and the
27 Township Clerk. It was also posted in the Greenwich Township School
28 Buildings. (Optional: Videotaping Regulations – “The proceedings of this
29 meeting are being videotaped and anyone wishing to discuss an individual child
30 should so note.”)

31
32 Flag Salute

33
34 **1. MINUTES**

35
36 Motion: (Sorbello/Myers) to approve the minutes:

- 37
38 January 14, 2008 - Workshop Meeting
39 January 14, 2008 - Executive Session
40 January 22, 2008 - Regular Meeting
41 January 22, 2008 - Executive Session

42
43 Motion carried by unanimous roll call vote.

1 **2. SUPERINTENDENT'S REPORT**

2
3 Motion: (Myers/Sorbello) to approve the following:

4
5 A. Administrative Reports

- 6
7 1. Enrollment Statistics, Fire Drills and Suspensions as of January 31,
8 2008 (Attachment - EXHIBIT B1).
9
10 2. School Health Services Monthly Reports as of January 31, 2008
11 (Attachment - EXHIBIT B2).
12
13 3. 2007-2008 Violence and Vandalism Report as of January 31, 2008
14 (Attachment - EXHIBIT B3).
15
16 4. Monthly Report of Attendance Officer as of January 31, 2008
17 (Attachment - EXHIBIT B4).
18

19 Motion carried by unanimous roll call vote.

20
21 Motion: (Sorbello/Myers) to approve the following:

22
23 B. District Policies/Regulations

- 24
25 1. The approval of the following revised district policy on first reading:
26
27 Policy 5512.01, Harrassment, Intimidation and Bullying Policy
28

29 Motion carried by unanimous roll call vote.

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31 **3. PERSONNEL**

32
33 Motion: (Sorbello/Glocker Hammond) to approve the following as one, A-H:

- 34
35 A. The approval for the acceptance of the resignation/retirement of Elizabeth
36 Kaminski, Teacher, effective June 30, 2008.
37
38 B. The approval of the acceptance of the resignation/retirement of Joyce
39 Atkinson, Cafeteria/Playground Aide, effective June 30, 2008.
40
41 C. The approval for payment of tuition reimbursement for Stephania
42 Tomaszewski for two courses at Drexel University - Winter, 2008
43 (Technologies for Performance Support and Computer Skills for Teachers)
44 for an amount not to exceed the current NJ state college tuition rate

1 pending verification of required documentation as per Article XII, Section
2 I, of the GTEA/Board Agreement.

3
4 D. The approval for payment of tuition reimbursement for Kathy Seacrist for a
5 course at Rowan University - Spring, 2008 (Education Assessment in
6 Special Education) for an amount not to exceed the current NJ state
7 college tuition rate pending verification of required documentation as per
8 Article XII, Section I, of the GTEA/Board Agreement. This course will be
9 taken in place of the previously approved course, Implementing Positive
10 Behavioral Support, which was cancelled.

11
12 E. The approval for the payment of tuition reimbursement for Elizabeth
13 Button for a course at Kean University - Spring 2008 (Communication
14 Impairment in Autism Spectrum Disorders) for an amount not to exceed
15 the current NJ state college tuition rate pending verification of required
16 documentation as per Article XII, Section I, of the GTEA/Board
17 Agreement.

18
19 F. The approval for the appointment of Stacy Ann Parker for the following
20 substitute positions for the 2007-2008 school year.

21
22

	<u>Rate of Pay:</u>
23 Substitute Cafeteria/Lunchroom Aide	\$8.00
24 Substitute Non-Instructional Aid	\$8.00

25

26 G. The approval for the appointment of Stacy Ann Parker as a substitute
27 Instructional Aide for the 2007-2008 school year. Substitute rate will be
28 \$70.00 a day up to and including ten (10) days. After ten (10) days, the
29 rate increases to \$75.00 a day.

30
31 H. The approval for the appointment of the following Substitute Teachers for
32 the 2007-2008 school year. Substitute rate will be \$70.00 a day up to and
33 including ten (10) days. After ten (10) days, the rate increases to \$75.00 a
34 day.

35
36 Sharon Thomas Downs

Jamie Kuni

37
38 Motion carried by unanimous roll call vote.
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1 **4. CURRICULUM & INSTRUCTION**

2
3 Motion: (Sorbello/Myers) to approve the following:

- 4
5 A. The approval of Greenwich Township School District's Local Professional
6 Development Plan for the 2008-2009 school year. (A copy is available for
7 review in the Superintendent's Office.)
8

9 Motion carried by unanimous roll call vote.

10
11 Motion: (Myers/Sorbello) to approve the following as one B1& B2:

12
13 B. Workshops

- 14
15 1. The retroactive approval for the following individual to attend out-of-
16 district workshops:
17

NAME	WORKSHOP TITLE/LOCATION/DATE	COST
Stephania Tomaszewski	Internet Safety Issues for Students and Schools NJDOE - Gloucester County Office Sewell, NJ 2/14/08 (previously scheduled for a later date)	\$-0- Plus Mileage

- 18
19
20 2. The approval for the following individuals to attend out-of-district
21 workshops:
22

NAME	WORKSHOP TITLE/LOCATION/DATE	COST
Alisa Whitcraft Daniel Giorgianni	NJ ASK 5-8 District Test Coordinator Training Enterprise Center @ Burlington County College Mt. Laurel, NJ 4/4/08 8:15 a.m.-11:30 a.m.	\$-0- Plus Mileage
Teresa DiSanto	Annual School Social Workers Conference National Conference Center East Windsor, NJ 4/14/08	\$179.00 Plus Mileage

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24 Motion carried by unanimous roll call vote.

25
26 Motion: (Myers/Glocker Hammond) to approve the following as one, C & D:

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28 C. Field Trips

- 29
30 1. The retroactive approval of Request for Educational
31 Trip/Transportation for the following:

GRADE AND/OR GROUP	DESTINATION/TIME	DATE	ESTIMATED RELATED COST	ESTIMATED TRANSPORTATION COST	TOTAL
Nehausney Middle School Natural Helpers	Paulsboro High School Paulsboro, NJ 8:05 a.m. - 2:30 p.m.	2/11/08	\$-0-	Driver \$52.00 Lunch \$131.00 Supplies \$18.36	\$201.45

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2. The approval of the amended date for the Request for Educational Trip/Transportation for the following:

GRADE AND/OR GROUP	DESTINATION/TIME	DATE	ESTIMATED RELATED COST	ESTIMATED TRANSPORTATION COST	TOTAL
Grade 3	Cedar Run Wildlife Refuge Medford, NJ 9:00 a.m. - 2:00 p.m.	From: 5/1/08 To: 5/29/08	\$438.00	Driver: \$270.00 Lunch:\$16.00	\$754.00

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D. Field Experience Students

1. The retroactive approval of the following students from Rowan University to conduct their field experience as listed below:

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<u>Student</u>	<u>Cooperating Teachers</u>	<u>Dates</u>
Nina Cook April Dinenberg Courtney Finan	Carlyn McCabe Broad Street	February 12, 2008 - April 25, 2008
Danielle Grdinich Carmyn Lewis	Cheryl Pindur Broad Street	February 12, 2008 - April 25, 2008

2. The approval of the following student from Gloucester County College to conduct her field experience as listed below:

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<u>Student</u>	<u>Cooperating Teachers</u>	<u>Dates</u>
Janet Mehmel	Kimberly Chila Patricia McGovern Diane Shirley Janet Jachimowicz-Geary (Broad Street School) Violet Gregg Lynn Leupold Sharon Gomez-Salvatore (Nehausney Middle School)	February 25, 2008 - April 11, 2008

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3. The approval of the following student from Kutztown University to conduct her field experience as listed below:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Elyse Giordano	Megan Sizemore	March 7, 2008

4. The approval for the following Rowan University student for a 60-hour field shadowing exercise during the spring semester with a certified school psychologist required for completion of a pre-internship program.

<u>Student</u>	<u>Cooperating Teacher</u>
Lauren Nicholl	Robert Harris

5. The approval for the following Fairleigh Dickinson University student to conduct a 60-hour field experience at the Broad Street School.

<u>Student</u>	<u>Cooperating Teachers</u>	<u>Dates</u>
Tiffany Gewertz	Patricia McGovern Diane Shirley	Beginning February 20, 2008

Motion carried by unanimous roll call vote.

Motion: (Sorbello/Glocker Hammond) to approve the following:

6. The retroactive approval of the following student from Wilmington University to conduct his field experience (during his lunch hour and personal time) as listed below:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Christopher McWilliams	Tina Sayers	Beginning February 19, 2008

Motion carried by unanimous roll call vote.

Motion: (Myers/Sorbello) to approve the following:

1 E. Special Services

- 2
3 1. The approval for the Greenwich Township School District to
4 participate in a family treatment research study sponsored by
5 Children's Hospital of Philadelphia. This program will provide a no
6 cost access to children and families to address Attention Deficit
7 Disorder and school performance.
8

9 Motion carried by unanimous roll call vote.

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11 **5. BUSINESS & FINANCE**

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13 Motion: (Sorbello/Glocker Hammond) to approve the following:

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15 A. Bills Lists

16
17 1. Resolution

18
19 The approval of the Travel and Related Expense Reimbursement
20 resolution as follows:

21
22 **WHEREAS**, the Greenwich Township Board of Education
23 recognizes school staff and Board members will incur travel expenses
24 related to and within the scope of their current responsibilities and for
25 travel that promotes the delivery of instruction or furthers the efficient
26 operation of the school district; and

27
28 **WHEREAS**, N.J.A.C. 6A:23B-1.1 et seq. requires Board
29 members to receive prior approval of these expenses by a majority
30 of the full voting membership of the Board and staff members to
31 receive prior approval of these expenses by the Superintendent of
32 Schools and a majority of the full voting membership of the Board;
33 and

34
35 **WHEREAS**, a Board of Education may establish, for regular
36 district business travel only as described in NJOMB Circular Letter
37 06-02, including amendments or revisions thereto, a threshold
38 amount below which Board approval is not required; and

39
40 **WHEREAS**, the Board of Education establishes, for regular
41 district business travel only, an annual school year threshold of
42 \$1,000.00 per staff/Board member where prior Board approval shall
43 not be required unless this annual threshold for a staff/Board
44 member is exceeded in a given school year (July 1 through June
45 30); and

1 **WHEREAS**, travel and related expenses not in compliance
2 with N.J.A.C. 6A:23-B-1.1 et seq., but deemed by the Board of
3 Education to be necessary and unavoidable are excluded from the
4 requirements of N.J.A.C. 6A:23B-1.1 et seq.; and
5

6 **THEREFORE, BE IT FURTHER RESOLVED**, the Board of
7 Education approves all travel not in compliance with N.J.A.C.
8 6A:23B-1.1 et seq. as being necessary and unavoidable as per
9 noted on the attached Board of Education Approval of Travel and
10 Related Expense Reimbursement Form; and
11

12 **BE IT FURTHER RESOLVED**, the Board of Education
13 approves the travel and related expense reimbursements as listed
14 on the attached Board of Education Approval of Travel and Related
15 Expense Reimbursement Form.
16

17 Motion carried by unanimous roll call vote.

18 Motion: (Sorbello/Myers) to approve the following:
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- 20
21 2. The bills as presented by the Business Administrator in the
22 following amounts are ordered paid. (Attachment - EXHIBIT C)
23

P54	\$6,564.12
P55	\$291,898.62
P56	\$68.50
P57	\$4,298.11
P58	\$188,834.09
P59	\$-0-
P60	\$292,482.29
P61	\$57,622.31
*P62	*\$120,150.00

24 *Scott A. Campbell commented that the payment on P62 is the first payment
25 on the window project at Nehaunsey Middle School. The front of the building
26 is almost finished and the job is progressing.*
27

28 Motion carried by unanimous roll call vote.
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30 Motion: (Myers/Sorbello) to approve the following:
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B. Cafeteria Payments

1. The approval for the following cafeteria payments for February 2008 as presented by the Business Administrator in the following amounts are ordered paid.

CK#	DATE	PAYABLE TO	DESCRIPTION	AMOUNT
654	2/14/08	Deer Park	Water	\$15.96
655	2/14/08	Penns Grove Auto Glass	Repairs	\$31.08
656	2/14/08	NJ Dept. of Agriculture	Food	\$86.95
657	2/14/08	Paul Vallandingham	Food	\$93.55
658	2/14/08	Deluxe Italian Bakery	Food	\$189.37
659	2/14/08	BASCO	Repairs	\$429.00
660	2/14/08	Jack & Jill	Food	\$487.47
661	2/14/08	City Supply Co., Inc.	Food	\$520.60
662	2/14/08	Stroehmann	Food	\$527.92
663	2/14/08	Hy-Point	Milk	\$1,772.83
664	2/14/08	Sysco Foods	Food	\$12,131.26
		February Total Pay Out		\$16,285.99

Motion carried by unanimous roll call vote.

Motion: (Sorbello/Glocker Hammond) to approve the following as one, C-G:

C. Student Activities Account

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the month of January 2008. (Attachment - EXHIBIT D)

D. Board Secretary's Report

1. The acceptance of the Board Secretary's Report for the month of January 2008. (Attachment - EXHIBIT E)

Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, the Greenwich Township Board of Education certifies by a roll call vote that as of January 2008 after review of the Board Secretary's Reports for January 2008, and upon consultation with the district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C.6A:23:23-2.11(b) and that sufficient funds are available to meet the district's financial obligation for the remainder of the fiscal year.

1 E. Treasurer's Report

- 2
3 1. The approval of the Treasurer's Report in accordance with 18A:17-
4 36 and 18A:17-9 for the month of January 2008. The Treasurer's
5 Report and Secretary's Report are in agreement for the month of
6 January 2008. (Attachment - EXHIBIT F)

7
8 F. Transfer List

- 9
10 1. The ratification of transfers, for the month of January 2008, to give
11 balances to new accounts and to balance existing accounts.
12 (Attachment - EXHIBIT G)

13
14 G. Paulsboro High School Musical - Advertisement

- 15
16 1. The approval for a full-page advertisement in the Paulsboro High
17 School's 2008 Musical Program Book for their presentation of
18 "Footloose!" The cost of the advertisement is \$100.00.
19 (Attachment - EXHIBIT H)

20
21 Motion carried by unanimous roll call vote.

22
23 Motion: (Sorbello/Glocker Hammond) to approve the following as one, H-I:

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25 H. Grants

- 26
27 1. The approval for a resolution accepting the IDEIA 2006-2007 carry-
28 over application in the amount of \$5,630.00 for non-public funds.

29
30 I. Contracts

- 31
32 1. The approval of the agreement between the Greenwich Township
33 Board of Education and the Paulsboro Board of Education for
34 Special Education Classroom Aide services for the 2007-2008
35 school year at a salary rate of \$24,073.14, including all related
36 medical benefits and all related cost of workshops and seminars.
37 (Attachment - EXHIBIT I)
- 38
39 2. The approval of the agreement between the Greenwich Township
40 Board of Education and the Mantua Township Board of Education
41 for Guidance Counselor services for the 2007-2008 school year at
42 a cost of one-half of the salary rate of \$46,298.00 and one-half of
43 all related medical benefits, workshops and seminars. (Attachment
44 - EXHIBIT J)

1 Motion carried by unanimous roll call vote.

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3 Motion: (Myers/Sorbello) to approve the following:

4
5 J. Resolution

6
7 1. The approval of the following resolution:

8
9 **The Greenwich Township Board of Education hereby authorizes**
10 **Garrison Architects to prepare the necessary "other capital"**
11 **project application and submit the same to the New Jersey**
12 **Department of Education for the partial roof replacement**
13 **project at the Broad Street Elementary School. The Board of**
14 **Education acknowledges that it will receive no state funding for**
15 **this project.**

16
17 Motion carried by unanimous roll call vote.

18
19 **6. USE OF FACILITIES**

20
21 Motion: (Sorbello/Myers) to approve the following as one A-C:

- 22
23 A. The retroactive approval for the Gibbstown Little League to use the
24 Nehaunsey Middle School gymnasium for baseball/softball sign-ups on
25 February 13, 14, 19 and 20, 2008 from 6:30 p.m. to 7:30 p.m.
26
27 B. The approval for the Gibbstown Recreation Committee to use the Broad
28 Street School auditorium for a Big Bands Concert on Friday, April 25,
29 2008 from 6:00 p.m. to 10:00 p.m.
30
31 C. The approval for the Gibbstown SACC to use the Broad Street School
32 Auditorium on Tuesday, May 27, 2008, Wednesday, May 28, 2008 and
33 Thursday, May 29, 2008 from 9:00 a.m. to 11:30 a.m. for preschool
34 graduation practice and the Broad Street Auditorium and Cafeteria on
35 Thursday, May 29, 2008 from 6:00 p.m. to 9:00 p.m. for preschool
36 graduation.

37
38 Motion carried by unanimous roll call vote.

39
40 **7. OLD BUSINESS**

41
42 Scott A. Campbell informed the Board of Education that Municipal Maintenance
43 was out today to check the electrical specifications and expects to complete the
44 job in three to four weeks.

1 **8. NEW BUSINESS**

2
3 Dr. Francine Marteski needs a selection committee representative from a Board
4 of Education member for the Teacher of the Year Award. Board of Education
5 members interested should contact Dr. Marteski by the end of the week.
6

7 **9. CORRESPONDENCE**

8
9 None at this time.
10

11 **10. BOARD OF EDUCATION COMMITTEE REPORTS**

12
13 The Buildings and Grounds committee met one time since the last meeting and is
14 recommending the roof project for Broad Street School to be placed in the
15 budget for the 2008-2009 school year.
16

17 **11. PUBLIC - AGENDA/NON-AGENDA ITEMS**

18
19 This is the time when anyone from the public who wishes to speak to the Board
20 may do so. Please state your name, address and phone number. The Board will
21 hear your concerns. The Board may or may not take action this evening. You
22 will be notified either at this meeting, by letter or telephone of any action the
23 Board does take.
24

25 No public comment at this time.
26

27 **12. ADJOURNMENT**

28
29 Motion: (Myers/Glocker Hammond) to adjourn the meeting at 7:40 p.m.
30

31 Motion carried by unanimous voice vote.
32

33 Respectfully Submitted,
34
35

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37
38 Scott A. Campbell, Board Secretary
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40