

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **October 15, 2015** in the Nehaunsey Middle School library.

5
6 The meeting was called to order by President Roseanne Lombardo at 6:33 p.m.

7
8 **Roll Call:**

<input checked="" type="checkbox"/> Mrs. Roseanne Lombardo, School Board President	Curriculum/Technology Committee Regulatory/Safety Committee Gloucester County/State Board Association
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio, School Board Vice-President	(Chair) Budget/Finance/Policy Committee Negotiations/Personnel Committee Gloucester County/State Board Association
<input checked="" type="checkbox"/> Mr. Andrew Chapkowski	(Chair) Curriculum/Technology Committee Negotiations/Personnel Committee
<input checked="" type="checkbox"/> Mr. John Hughes	Paulsboro Board of Education Representative
<input checked="" type="checkbox"/> Mr. Duane Sarmiento	(Chair) Regulatory/Safety Committee Budget/Finance/Policy Committee

9
10
11 Quorum **YES**

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

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

21
22 **FLAG SALUTE**

23
24 **1. MINUTES**

25
26 Motion: (Chapkowski/Sarmiento) to approve the minutes:

27
28 September 14, 2015 – Regular Meeting

29
30 **Roll Call Vote:**

31
32 Roseanne Lombardo – Yes
33 Susan Vernacchio – Yes

1 Andrew Chapkowski – Yes
 2 John Hughes – Abstained
 3 Duane Sarmiento – Yes
 4

5 **2. SUPERINTENDENT’S REPORT**
 6

7 Motion: (Hughes/Vernacchio) to approve the following as one, A & B:
 8

9 A. Administrative Reports

- 10
 11 1. School Health Services Monthly Reports as of September 30, 2015.
 12 (Attachment – EXHIBIT A1)
 13
 14 2. NJASK 4 and NJASK 8 Science Scores. (Attachment –
 15 EXHIBIT B2)
 16

Monthly Attendance	
Broad Street	97.8
Nehaunsey	96.95

17

Broad Street School Enrollment – September 2015				
Reale.....10				PreSchool Total: 10
Ballinger.....18	Barker.....16	Beckett.....17		Grade K Total: 51
Exley.....17	Podolski.....15	Walker.....15		Grade 1 Total: 47
Nastase.....17	New.....17	Sayers.....17		Grade 2 Total: 51
Beerley.....19	Mortimer.....19	Pezzino.....17		Grade 3 Total: 55
Chila.....20	Hoyt.....18	Tortella.....16		Grade 4 Total: 54
				Total Enrollment: 268

18

Nehaunsey Middle School Enrollment – September 2015				
	Cotton.....18	O'Donnell.....19		Grade 5 Total: 37
McGann.....19	Salvatore.....14	Tomaszewski..15		Grade 6 Total: 48
Bomze.....21	Leach.....19	Seiner.....18		Grade 7 Total: 58
Gregg.....10	Mettler.....12	Porreca.....18	Snyder.....16	Grade 8 Total: 56
				Total Enrollment: 199

19

HIB REPORT – SEPTEMBER 2015				
Nehaunsey Middle School – September 30, 2015 (None reported)				
Case Number/School	Date of Incident	Location of Incident	Type of Alleged Bullying	Confirmed/Not Confirmed
0	0	0	0	0
Broad Street School – September 30, 2015 (None reported)				
Case Number/School	Date of Incident	Location of Incident	Type of Alleged Bullying	Confirmed/Not Confirmed
0	0	0	0	0

SECURITY DRILLS – SEPTEMBER 2015				
Date	Time/*Location	Duration	Action/Drill	Weather Conditions
September 14, 2015	NMS/10:00 a.m.	2 ½ minutes	Routine Fire Drill	Warm, Sunny
September 15, 2015	BSS/1:02 p.m.	2 minutes	Routine Fire Drill	Warm, Sunny
September 17, 2015	NMS/1:30 p.m.	N/A	Bus Evacuation	Warm, Sunny
September 28, 2015	NMS/2:08 p.m.	4 ½ minutes	Lockdown/MERT	Warm, Cloudy
September 29, 2015	BSS/10:00 a.m.	5 minutes	Lockdown/MERT	Warm, Cloudy
*NMS/Nehaunsey Middle School				
*BSS/Broad Street School				

1

MONTHLY EVENT OVERVIEW		
DATE	EVENT	BUILDING
September 2, 2015	Faculty/Staff Welcome	Both
September 3, 2015	Evaluation Presentation /PD	Both
September 8, 2015	Students' First Day	Both
September 10, 2015	MOA meeting-Chief of Police	District
September 14, 2015	9/11 Observance	BSS
September 14, 2015	Fire Drill	NMS
September 15, 2015	Fire Drill	BSS
September 16, 2015	Facilities Walk-Thru	NMS
September 17, 2015	Bus Evacuation Drill	Both
September 17, 2015	GTEA Meeting	District
September 22, 2015	PTA Fundraiser	Out of District
September 23, 2015	GCL-Greenwich Meeting	District
September 24, 2015	McRel Training	District
September 28, 2015	Lockdown/MERT Drill	NMS
September 29, 2015	Lockdown/MERT Drill	BSS
September 29, 2015	Back to School Night	Both
September 30, 2015	Rosemary Howell – PD	District

2

3

Dr. Jennifer Foley-Hindman spoke about the NJASK 4 and NJASK 8 Science scores. A brief discussion of the results followed.

4

5

Motion carried by unanimous roll call vote.

6

7

3. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS

8

9

Motion: (Chapkowski/Hughes) to approve the following as one, A-L:

10

11

A. The approval to add the following teachers to DEAC and School Level SCIP committee:

12

13

14

15

Sharon Salvatore Mike Snyder Christina Gori.

16

17

- 1 B. The approval of the Request for Course Approval to Steven Wehrle,
 2 Physical Education Teacher at Broad Street School, under Article XII,
 3 Section C1 of the GTEA contract. The course, “EDST 24795:
 4 *Dissertation Research*” will be taken this Fall, 2015 and course, “EDST
 5 *24795: Dissertation Research*”, will be taken in the Spring, 2016.
 6
 7 C. The approval for Christina Gori to return from already approved
 8 medical/maternity leave on March 30, 2016 versus April 11, 2016.
 9
 10 D. The approval of this year’s musical “Annie, Jr.” by music teacher, Laura
 11 Enuco.
 12
 13 E. The approval for the appointment of Marjorie Cyran as a substitute School
 14 Nurse for the 2015-2016 school year. Substitute rate will be \$100.00 per
 15 day.
 16
 17 F. The approval for the Greenwich Township School District School Nursing
 18 Services plan for the 2015-2016 school year. (A copy is available for
 19 review in the Superintendent’s Office.)
 20
 21 G. The acceptance of the School Bus Emergency Evacuation Drill Reports as
 22 follows: (Attachments – EXHIBIT B)
 23

School	Date	Time	Location	Bus Route Number
Broad Street	9/17/15	9:00 a.m.	Bus Platform	GRO1, GRO2, GRO4, GRO5, GPS1, GPS2
Nehaunsey	9/17/15	1:30 p.m.	Bus Platform	GRN1, GRN2, GRN3, GRN4, GRN5

- 24
 25 H. The approval of the Agreement to Provide Additional Remedial Services
 26 for Nonpublic I.D.E.A. Students between Gloucester County Special
 27 Services School District and Greenwich Township School District,
 28 effective September 8, 2015 and terminating June 30, 2016 for the 2015-
 29 2016 school year. (Attachment – EXHIBIT C)
 30
 31 I. The approval of the Health and Safety Evaluation of School Buildings
 32 complete September 16, 2015. (A copy is available for review in the
 33 Superintendent’s Office.)
 34
 35 J. The *retroactive* correction of the reappointment of Christina Evangelista,
 36 on the May 11, 2015 Board Meeting as a Non-Instructional Aide to that of
 37 Part-time Instructional Special Education Aide, for the 2015-2016 school
 38 year at the hourly rate of \$12.55 per hour, 5.75 hours per day on full
 39 session days and four (4) hours per day on half-session days, not to
 40 exceed \$17,887.84 and no health benefits.

1 K. The approval for the sixth (6th) grade students' Field Trip to the Gloucester
2 County Library, Gibbstown Branch, on October 16, 2015, with Teacher
3 Stacey Ridinger. The Nehaunsey students will be walking so there is no
4 cost associated with this.

5
6 L. The approval for the Request of Course Approval for Geraldo Batista,
7 Custodial/Maintenance, "Information Systems" starting October 2015 for
8 \$568.00 and "Structural and Mechanical Systems" starting November
9 2015 for \$477.00 at Rutgers Center for Government Services.

10
11 **Duane Sarmiento** asked why are we back-dating the approval for Christina
12 Evangelista to May 11, 2015? **Dr. Jennifer Foley-Hindman** responded that she
13 was reappointed as a Non-Instructional Aide in May 2015 and was used as a
14 Non-Instructional Aide for part of the day and then Instructional Aide for the other
15 part of the day. Her schedule has changed and she is used primarily as an
16 Instructional Special Education Aide and there is a difference in pay which will be
17 retroactive to September 2015; not May 2015.

18
19 **Susan Vernacchio** said she is concerned with having a teacher come back to
20 work earlier than she was supposed to. **Dr. Foley-Hindman** said that so far
21 Source4Teachers has been unable to provide a substitute for that position at all.
22 The teacher is willing to come back to work early because it is a position that is
23 difficult to staff.

24
25 Roll Call Vote:

26
27 Andrew Chapkowski – Yes to all
28 John Hughes – Abstained on item L; Yes to all others
29 Duane Sarmiento – Yes to all
30 Roseanne Lombardo – Yes to all
31 Susan Vernacchio – Yes to all

32
33 **4. POLICY/REGULATION**

34
35 Motion: (Sarmiento/Hughes) to approve the following:

36
37 A. The approval of the following list of new and/or district policies
38 on *second* reading:

39

Policy/Regulation #	Title
8600	Pupil Transportation – EXHIBIT I

40
41 **Susan Vernacchio** asked if the board has come up with a price yet?
42 **Scott Campbell** answered that each route is different and depending on

1 which route the student is on, there is a difference in the rate. Some
 2 routes may have an aide on the bus which will be more expensive than
 3 those that do not have an aide. Plus it also depends on the number of
 4 students on that route. Parents will be notified of the cost before their
 5 child is put on the bus because payment is required up front.
 6

7 Motion carried by unanimous roll call vote.
 8

9 **5. CURRICULUM & INSTRUCTION**

10 Motion: (Hughes/Sarmiento) to approve the following:
 11

12 A. Workshops

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

Name	Workshop Title/Location/Date	Cost
Rabecca Cotton	Bootstrap Training Workshop “Algebra in Real-World Context, for Computer Coding, Animations, Geometric Concepts” West Deptford High School 1600 Old Crown Point Road West Deptford, NJ November 1-3, 2015 7:30 a.m. – 3:30 p.m.	\$350.00 Plus Substitute (3-days) Plus Mileage
Jody Harris Violet Gregg Sharon Salvatore	“National Science Teachers Association 2015 Conference” Philadelphia Convention Center November 12-14, 2015 8:00 a.m. – 9:00 p.m.	1 @ \$285.00 2 @ \$275.00 Plus Substitute (2 days) Plus Mileage
Janet Jachimowicz-Geary Katherine Caruso Catrina Collier-Laster	“West Jersey Reading Council Fall Conference” Pennsauken High School October 21, 2015 3:15 p.m. – 7:15 p.m.	\$50.00 each Plus Mileage
Nicole McGann	“Dyslexia: What Educators Need to Know” EIRC, Mullica Hill, NJ October 21, 2015 8:30 a.m. – 1:30 p.m.	\$149.00 Plus Substitute Plus Mileage
Adriana Marini-Cossetti	“Italian Through Art: A Pedagogical Seminar Center for Italian Studies” University of Pennsylvania October 23, 2015 12:00 p.m. – 4:00 p.m.	\$50.00 Plus Substitute Plus Mileage
Steve Wehrle	“State Health and Physical Education Conference” Long Branch, NJ February 21-23, 2016	\$0.00 Plus Substitute Plus Mileage

Heather Crisostomo Kathryn Tortella	“Team Teaching: Co-Teaching & Collaborating” Rowan University Glassboro, NJ October 7, 2015 8:30 a.m. – 2:30 p.m.	\$159.00 (each) Plus Substitutes Plus Mileage
Melissa Mortimer Kaitlin Vencus Annelise Walker	“McRel Teacher Evaluation Workshop for New Teachers” EIRC Mullica Hill, NJ October 26, 2015	\$149.00 (each) Plus Substitutes Plus Mileage
Dr. Jennifer Foley-Hindman Roseanne Lombardo Susan Vernacchio Scott Campbell	“School Board Convention” Harrah’s Resort Atlantic City, NJ October 27-29, 2015 **2 Board Members/2 Administrators**	3 Attendees for Hotel at \$388.00 total Plus Mileage & Tolls FY2015 Meals & Incidentals Apply Mr. Campbell will be reimbursed for mileage and tolls only.

Motion carried by unanimous roll call vote.

6. BUDGET & FINANCE

Motion: (Hughes/Lombardo) to approve the following:

A. Contracts

1. The approval of the Tuition Contract between Gloucester County Vocational-Technical School District (receiving district) and Greenwich Township Board of Education (sending district) for grades 9-12 effective for the 2015-2016 school year commencing on September 8, 2015 and terminating no later than June 30, 2015. (Attachment – EXHIBIT D)

Duane Sarmiento asked about the tuition rate for GCIT? Scott Campbell responded that it is \$2,205.00 per student.

Motion carried by unanimous roll call vote.

Motion: (Chapkowski/Hughes) to approve the following:

B. Transportation

1. The approval of Transportation Request for October 19, 2015 to the Gibbstown Library from Broad Street School, 3rd grade with chaperones. Each bus will cost \$110.00.

Motion carried by unanimous roll call vote.

1 **7. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD**
 2 **SECRETARY**
 3

4 Motion: (Chapkowski/Hughes) to approve the following as one, A-I:
 5

6 A. **Bills Lists**
 7

- 8 1. The bills as presented by the Business Administrator in the
 9 following amounts are ordered paid. (Attachment – EXHIBIT E)
 10

Number	Amount
P18	\$137,032.21
P19	\$236,196.48
P20	\$17,562.91
P21	\$139,480.72
P22	\$83,223.65
P23	\$2,254.71
P24	\$86,479.50
P25	\$56,883.31
P26	\$129,728.23
TOTAL	\$888,841.72

11 B. **Voided Check**
 12
 13

- 14 1. The approval to void the following checks:
 15

Check#	Vendor	Amount
17201-17245	Various vendors Computer/printing error	\$278,831.96
16778	South Jersey Media	\$1,291.80
17140	VOID	\$0.00
17141	VOID	\$0.00

16 C. **Student Activities Account**
 17
 18

- 19 1. The approval of the Student Activities Account Monthly Bank
 20 Reconciliation for the month of September 2015. (Attachment –
 21 EXHIBIT F)
 22
 23
 24

1 D. Board Secretary's Report

- 2
3 1. The acceptance of the Board Secretary's Report for the month of
4 September 2015. The Board Secretary certifies that no line item
5 account has been over expended in violation of N.J.A.C. 6A:23A-
6 16.10(c)3 and that sufficient funds are available to meet the
7 district's financial obligations for the remainder of the fiscal year.
8

9 E. Treasurer's Report

- 10
11 1. The approval of the Treasurer's Report in accordance with 18A:17-
12 36 and 18A:17-9 for the month of September 2015. The
13 Treasurer's Report and the Secretary's Report are in agreement for
14 the month of September 2015.
15

16 F. Revenue Certification

- 17
18 1. The Board Secretary in accordance with N.J.A.C. 6A:23A-16.10(c)2
19 certifies that there are no changes in anticipated revenue amounts
20 or revenue sources.
21

22 G. Board of Education Certification

- 23
24 1. The approval of the Board of Education certification for the month
25 of September 2015, that after review of the Secretary's monthly
26 financial reports and upon consultation with the appropriate district
27 officials, that to the best of its knowledge no major accounts or
28 funds have been over expended in violation of N.J.A.C. 6A:23A-
29 16.10(c)4 and that sufficient funds are available to meet the
30 district's financial obligations for the remainder of the year.
31

32 H. Transfer List

- 33
34 1. The ratification of transfers, authorized by the Superintendent, for
35 the month of September 2015, to give balances to new accounts
36 and to balance existing accounts. (Attachment – EXHIBIT G)
37

38 I. Nutri-Serve Guarantee Return

- 39
40 1. The approval that Nutri-Serve guarantees that the bottom line on
41 the operational financial report for the school year will be a return
42 no less than \$3,000.00. If the actual bottom line is below this
43 amount, Nutri-Serve will subsidize the bottom line of the Greenwich
44 Township School District up to 100% of our management fee. The
45 guarantee is contingent upon the following conditions.

1 Motion carried by unanimous roll call vote.

2
3 **8. REGULATORY**

4
5 Motion: (Hughes/Vernacchio) to approve the following as one, A1 & A2:

6
7 A. Use of Facilities

- 8
9 1. The approval for the Gibbstown Recreation Committee to use the
10 Broad Street School gymnasium for a Halloween Party for
11 Gibbstown residents on Friday, October 23, 2015 from 6:00 p.m. to
12 9:00 p.m. with an alternate date of Friday, October 30, 2015.
13
14 2. The approval for Family Fitness Nights to be held Thursday,
15 October 22, 2015, from 6:00 p.m. to 7:30 p.m. at the Broad Street
16 School gymnasium with an alternate date of Tuesday, October 20,
17 2015.

18
19 Motion carried by unanimous roll call vote.

20
21 **9. OLD BUSINESS**

22
23 *The board discussed the District Attendance Manager Position which **Scott***
24 ***Campbell** has been handling since the departure of Steve Derkoski.*
25 ***Roseanne Lombardo** would like to add to Mr. Campbell's salary to compensate*
26 *for the position that he is fulfilling. We could give him a stipend, put it in his*
27 *salary and add it to his job description. **Duane Sarmiento** suggested having it*
28 *go to the Personnel Committee and then it can be voted on. All were in*
29 *agreement.*

30
31 ***Roseanne Lombardo** stated that the Board had to decide what they are going to*
32 *do about the Board openings. **Scott Campbell** explained what needed to be*
33 *done in order to fill the vacant positions on the Board. Lisa Morina's spot on the*
34 *board is the one spot that the Board has to appoint someone since she would not*
35 *have had to run again until November 2016 and you have until November 19,*
36 *2015 to fill that spot.*

37
38 ***Scott Campbell** said when the school calendar was done for the 2015-2016*
39 *school year, they counted 170 cafeteria operating days when it really was*
40 *supposed to be 172 days. So there is a salary adjustment of two full days for the*
41 *three cafeteria aides listed: (Attachment – EXHIBIT H)*

42
43 *Alison Grelli*

Lisa Mitchell

Melissa Saggese

1 Motion: (Chapkowski/Hughes) to approve the calendar days for the
2 cafeteria aides.
3

4 Motion carried by unanimous voice vote.
5

6 **10. NEW BUSINESS**
7

8 **John Hughes** commented about the drain covers at Broad Street School in
9 which a substitute teacher fell over. He needs to know who we have to contact
10 to get that fixed? **Scott Campbell** said since it is our sidewalk, we have to fix it.
11

12 **Dr. Jennifer Foley-Hindman** wanted to alert the Board that bus #6 had an
13 accident this afternoon at the corner of Berkley Road and Swedesboro Avenue.
14 She and Mrs. Minniti went to the scene as soon as they were called and the
15 police were already on the scene. Mr. Holcomb was also on the scene. There
16 were eight high school students on the bus but neither they nor the bus driver
17 was injured. There was minimal damage to the bus but a little more damage to
18 the car. All parents of the students on the bus were contacted and a broadcast
19 was also sent out. The Nehaunsey and the Broad Street School dismissal times
20 were delayed maybe around 15-20 minutes.
21

22 **Andrew Chapkowski** wanted to ask the board how they would feel about
23 bringing in retired teachers to do music lessons for the students? The students
24 would have to rent the instruments on their own but it is something we can
25 consider. It is something we can consider. **Dr. Foley-Hindman** said she can get
26 something together to present to the board.
27

28 **11. CORRESPONDENCE**
29

30 None at this time.
31

32 **12. PUBLIC – AGENDA/NON-AGENDA ITEMS**
33

34 This is the time when anyone from the public who wishes to speak to the Board
35 may do so. Please state your name, address and phone number. The Board will
36 hear your concerns. The Board may or may not take action this evening. You
37 will be notified at this meeting by letter or telephone of any action the Board does
38 take.
39

40 In accordance with Board policy and procedures, speakers are not permitted to
41 publicly speak of personal issues involving school personnel, or against any
42 person connected to the school system. Any such concern should be presented
43 to the school or district-level administration so that a proper response may be
44 given.
45

1 **Lee Lucas**, 361 Democrat Road, Gibbstown, NJ said the amount of children on
2 subsidized lunches and the amount of children that do not speak English is the
3 criteria the state uses for the distribution of funds. **Scott Campbell** said that no
4 district is funded to the fullest extent.

5
6 **13. ADJOURNMENT**

7
8 Motion: (Chapkowski/Hughes) to adjourn the Regular Meeting at 7:24 p.m.

9
10 **The next Board of Education meeting is scheduled for Monday, November 9, 2015
11 at 6:30 p.m. **

12
13
14 Respectfully Submitted,

15
16
17
18 _____
19 Scott A. Campbell, Board Secretary
20