

OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held Tuesday, September 17, 2002 in the Nehaunsey Middle School multi-purpose room.

The meeting was called to order by President Joseph Marcucci at 7:04 p.m.

Roll Call:

Joseph Marcucci
Frank J. Minniti
Marie Downes
Joseph Duca
Larry Hall

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

Absent:

Celia Sorbello

As required under the guidelines of the Open Public Meeting Law, notice of this meeting was sent to the Gloucester County Times, Courier Post, and the Township Clerk. It was also posted in the Greenwich Township School Buildings. (Optional: Videotaping Regulations - "The proceedings of this meeting are being videotaped, and anyone wishing to discuss an individual child should so note.")

Flag Salute

1. MINUTES

Motion: (Minniti/Duca) to approve the following minutes:

August 20, 2002 - Regular Meeting (Attachment - Exhibit A)
August 20, 2002 - Caucus (Attachment - Exhibit B)

Motion carried by unanimous roll call vote.

2. SUPERINTENDENT'S REPORT

Motion: (Hall/Downes) to approve the following:

A. The approval of the Uniform State Memorandum of Agreement - 2002, signed by the Chief School Administrator and law enforcement official,

remaining unchanged, with no additional terms/provisions.

Motion carried by unanimous roll call vote.

Motion: (Minniti/Duca) to approve the following:

B. The approval to amend the 2002-2003 school year calendar as follows:

December 23, 2002 - School Closed
April 25, 2003 - Early Dismissal (no lunches served)

Motion carried by unanimous roll call vote.

3. PERSONNEL

Motion: (Downes/Hall) to approve the following:

A. The approval of the appointment of Renee Senseman as Substitute Teacher for the 2002-2003 school year. Substitute rate will be \$65.00 a day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 a day.

Motion carried by unanimous roll call vote.

Motion: (Minniti/Duca) to approve the following:

B. The approval of the reappointment of Tinamarie V. Myers as Substitute Teacher for the 2002-2003 school year. Substitute rate will be \$65.00 a day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 a day.

Motion carried by unanimous roll call vote.

Motion: (Hall/Downes) to approve the following:

C. The approval of the appointment of Cathleen M. Clark as Substitute Bus Driver for the 2002-2003 school year. Substitute rate will be \$11.10 per hour.

Motion carried by unanimous roll call vote.

Motion: (Minniti/Downes) to approve the following:

D. The approval of the appointment of Paul Kennedy, Certified School Psychologist, to perform student evaluations on an as-needed basis for the

2002-2003 school year at a rate not to exceed \$200.00 per case.

Motion carried by unanimous roll call vote.

Motion: (Hall/Minniti) to approve the following:

- E. The approval of the reappointment of the following individuals as Substitute Kitchen Workers for the 2002-2003 school year. Substitute rate is \$7.55 per hour.

Eleanor Blum
Susan Peck

Motion carried by unanimous roll call vote.

Motion: (Downes/Duca) to approve the following:

- F. The approval of the appointment of Tina Sanchez as Substitute Kitchen Worker for the 2002-2003 school year. Substitute rate is \$7.55 per hour.

Motion carried by unanimous roll call vote.

Motion: (Minniti/Hall) to approve the following:

- G. The resolution seeking permission of the Commissioner to employ the below recommended certificated and support staff applicant (s) on an emergent basis for a period not to exceed three (3) months pending completion of a positive Criminal History Check and/or Substitute Certificate:
 - 1. The approval of the following individuals as Substitute Teachers for the 2002-2003 school year. Substitute rate will be \$65.00 a day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 a day.

Jason A. Guinaugh
Julie A. Redfield

Motion carried by unanimous roll call vote.

Motion: (Hall/Downes) to approve the following:

- 2. The approval of the following individuals as Substitute Kitchen Workers for the 2002-2003 school year. Substitute rate is \$7.55 per hour.

Andrea M. Sammons
Judith Maurer

Motion carried by unanimous roll call vote.

Motion: (Duca/Hall) to approve the following:

- H. The approval to accept the Leave of Absence for Kristine Knorr, Guidance Counselor, beginning Monday, October 21, 2002 through Friday, January 3, 2003 (October 21, 2002 through November 29, 2002 = unpaid disability; December 2, 2002 through January 3, 2003 = sick days).

Motion carried by unanimous roll call vote.

Motion: (Minniti/Duca) to approve the following:

- I. The approval of the appointment of Walter S. Green as Substitute Teacher for the 2002-2003 school year. Substitute reate will be \$65.00 a day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 per day.

Motion carried by unanimous roll call vote.

Motion: (Downes/Hall) to approve the following:

- J. The approval of the appointment of Diane M. Ebner as Substitute Bus Driver for the 2002-2003 school year. Substitute rate will be \$11.10 per hour.

Motion carried by unanimous roll call vote.

Motion: (Minniti/Duca) to approve the following:

- K. The approval of the appointment of the following teaching staff members for the extra-curricular position(s) listed below for the 2002-2003 school year:

Position	Stipend Per Hour	Not To Exceed	Staff Member
Art Enrichment	\$25.00	\$750.00	Christine McLaughlin

(Broad Street School & Nehaunsey Middle School

Audio Visual Coordinator Broad Street School	\$25.00	\$750.00	Richard McClelland
Bell Choir Nehaunsey Middle School	\$25.00	\$750.00	Laura Enuco
Chorus (Broad Street School & Nehaunsey Middle School)	\$25.00	\$750.00	Laura Enuco
Future City Advisor	\$25.00	\$750.00	Karl Tomaszewski
Intramural Bowling (2)	\$25.00	\$1,000.00	Jody Harris each Kristine Knorr
Jr. National Honor Society Advisors (2)	\$25.00	\$1,000.00	Lynn Leupold each Nora Traum
Natural Helpers (3)	\$25.00	\$500.00	Kristine Knorr
SADD Advisors (2)	\$25.00	\$1,000.00	Janet Shivers each Cathy Tortella

4. CURRICULUM & INSTRUCTION

A. Tuition Student

Motion: (Minniti/Hall) to approve the following:

1. The approval of out-of-district placement for T.S. at Bankbridge School at a pro-rated tuition rate of \$21,500.00 for the 2002-2003 school year.

Motion carried by unanimous roll call vote.

B. Home Instruction

Motion: (Downes/Minniti) to approve the following:

1. The approval for Kathleen Brown to provide home instruction to F.B. due to medical reasons beginning September 16, 2002 at a rate of \$25.00 per hour/5 hours per week in accordance with the G.T.E.A. contract.

Motion carried by unanimous roll call vote.

C. Field Trip

Motion: (Duca/Hall) to approve the following:

1. The approval of Request for Educational Trip Transportation for the district Omega and Choral students from Broad Street School to attend the Pennsylvania Renaissance Faire on October 4, 2002. Time will be from 6:45 a.m. to approximately 4:45 p.m. Estimated cost to the district is \$750.00 plus transportation. (Attachment - Exhibit C)

Motion carried by unanimous roll call vote.

D. Workshops

Motion: (Minniti/Duca) to approve the following:

1. The approval for the following individual (s) to attend out-of-district workshop (s):

<u>NAME</u>	<u>WORKSHOP TITLE/LOCATION</u>	<u>COST</u>
Violet Gregg	Twenty-sixth Annual NJ Science Convention. Somerset, NJ October 15-16, 2002.	\$75.00 plus mileage & substitute
Janice Spoto	Connecting Classrooms and the Community Glassboro, NJ October 11, 2002	\$85.00 plus mileage & substitute
Jody Harris	Connecting Classrooms and the Community Glassboro, NJ October 11, 2002	\$85.00 plus mileage & substitute

Motion carried by unanimous roll call vote.

5. BUSINESS & FINANCE

A. Bills List

Motion: (Minniti/Hall) to approve the following:

1. The bills as presented by the Board Secretary in the total amounts of

\$26,977.68, \$45,428.40, \$8,487.75, \$46,837.69 and \$115,990.13 are ordered paid. (Attachment - Exhibit D)

Motion carried by unanimous roll call vote.

B. Student Activities Account

Motion: (Downes/Hall) to approve the following:

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the Month of July, 2002. (Attachment - Exhibit E)

Motion carried by unanimous roll call vote.

C. Board Secretary's Report

Motion: (Minniti/Downes) to accept the following:

1. The acceptance of the Board Secretary's Report for the month of June, 2002. (Attachment - Exhibit F)

Motion carried by unanimous roll call vote.

Motion: (Hall/Duca) to approve the following:

2. Pursuant to N.J.A.C. 6:20-2.13(e)*, that the Greenwich Township Board of Education certifies by a roll call vote that as of June 30, 2002, after review of the Secretary's Monthly Financial Report for the month of June (Appropriations Section) 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. 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Motion carried by unanimous roll call vote.

D. Treasurer's Report

Motion: (Duca/Minniti) to approve the following:

1. The approval of the Treasurer of School Monies Report for the month of June, 2002. (Attachment - Exhibit G)

Motion carried by unanimous roll call vote.

E. Transfer List

Motion: (Hall/Downes) to approve the following:

1. The ratification of transfers, authorized by the Superintendent, for the month of June, 2002, to give balances to new accounts and to balance existing account. (Attachment - Exhibit H)

Motion carried by unanimous roll call vote.

F. Contracts/Agreements

Motion: (Minniti/Duca) to approve the following:

1. Shared Services

The approval of the Shared Services Proposal between the Greenwich Township Board of Education and Kingsway Regional Board of Education for the position of School Psychologist. Cost to the board will be \$20,375.15, excluding incidental costs. (Attachment - Exhibit I)

Motion carried by unanimous roll call vote.

Motion: (Downes/Minniti) to approve the following:

2. Annual Employee Assistance Program

The approval of the Annual Employee Assistance Program Agreement Renewal between the Greenwich Township Board of Education and The Southwest Council. (Attachment - Exhibit J)

Motion carried by unanimous roll call vote.

G. Bid Threshold Increase/QPA

Motion: (Hall/Minniti) to approve the following:

1. The approval to appoint Scott Campbell, Business Administrator, as the district Qualified Purchasing Agent, pursuant to N.J.S.A.18A:18A-3a and N.J.A.C.5:34-5 et seq. and approval of the following resolution for increasing the bid threshold:

WHEREAS, the recent changes to the Public School Contracts Law gave boards of education the ability to increase their bid threshold up to \$25,000.00; and

WHEREAS, N.J.S.A.18A:18A-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C.5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Scott Campbell, possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C.5:34-5 et seq; and

WHEREAS, Scott Campbell desires to increase the bid threshold as provided in N.J.S.A.18A:18A-3, now, therefore, be it

RESOLVED, that the governing body of the Greenwich Township Board of Education, in the County of Gloucester, in the State of New Jersey hereby increases its bid threshold to \$25,000.00; and be it further

RESOLVED, that the governing body hereby appoints Scott Campbell as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A.18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C.5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Scott Campbell's certification to the Director of the Division of Local Government Services.

Motion carried by unanimous roll call vote.

H. Contract/Agreements

Motion: (Minniti/Duca) to approve the following:

1. Paul's Commodity Hauling

- a. The approval of the contract between the Greenwich Township Board of Education and Paul's Commodity Hauling for the 2002-

2003 school year as per the attached.

Motion carried by unanimous roll call vote.

6. FACILITIES

A. Application for Use of Facilities

Motion: (Hall/Minniti) to approve the following:

1. The approval of submitted Application for Use of Facilities from the Greenwich Township School District PTA for the 2002-2003 school year.

Motion carried by unanimous roll call vote.

7. PUBLIC - AGENDA/NON-AGENDA ITEMS

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

Mike Myers, 163 Tomlin Station Road, Gibbstown NJ, wanted to know “Why did we eliminate the Reading Recovery Program?” He stated he received a letter from the district detailing the costs associated with running the program but he feels it did not explain “Why?” He then asked how we go forward and have this program reappear. He suggested that it might come back in the form of an after school program for kids who need help. He felt the program obviously helps jump start the children into enjoying reading and not feeling like it is a task. Ms. Cunningham is now teaching in the classroom and is not running the program or BSIP.

President Joseph Marcucci replied that when the budget is put together and presented, every program that is reduced or totally eliminated is not always noted. He is not sure if the program is totally effective or if it is not.

Dr. Francine Marteski added that the Reading Recovery Program is a strategy that can be used effectively when other teachers can be taught these skills through articulation to help other students to learn at an individual level. Balanced learning, which if offered by the county, has been proven to be educationally and fiscally sound.

Mike Myers feels that we did not fully evaluate the program to see whether it worked or did not work.

President Marcucci stated that the evaluation may have to take place in 3rd, 4th, 5th or 6th grade to see if it really has worked. We were able to pick up an additional teacher with this budget.

Mike Myers wanted to know what was done with the materials because money was obviously expended to purchase these materials.

President Marcucci replied that he hoped that the teacher would share these materials and skills with other teachers in the district.

Dr. Marteski said to evaluate the program, it is a three prong process: 1) evaluation, 2) training of teachers and 3) training of BSIP staff. The changes that were made enabled the district to maintain class size in K through 5th.

Mike Myers feels he needs to know that the program works and believes we all should know that.

President Marcucci said he would like to see what happens to the students and then fully evaluate the program and get the whole district and community to buy into it.

Vice-President Frank Minniti added that you have to be careful how you evaluate the program and see how the program works down the line. The numbers may not always be indicative of the success or failure of the program. These students are receiving one on one instructions that other students are not as fortunate to receive.

Dr. Marteski stated that we will look at the children and see how they perform this year. There will be only one common variable and that will be Reading Recovery. There are many different factors that effect the students environment; items that can change the student. The district would like the skills learned by the teacher to be used for the betterment of the whole and not the few.

8. CLOSED SESSION

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

The Board of Education for Greenwich Township, assembled in public session on *September 17, 2002*, hereby resolves that an Executive Session closed to the public shall be held on *September 17, 2002, at 7:52 p.m.* in the Nehaunsey Middle School located at 415 Swedesboro Road, Gibbstown, New Jersey, for discussion of certain matters which relate to items authorized by *Open Public Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.

- A. Matters Involving Individual Privacy
- B. Matters Relating to the Employment Relationship
- C. Matters Relating to Litigation, Negotiations and Attorney-Client Privilege
- D. Matters Relating to Public Safety and Property

It is anticipated that such matters may be disclosed to the public upon the determination of the Board that applicable exception no longer applies and the public interest will no longer be served by such confidentiality.

Motion: (Duca/Minniti) to enter into closed session at 7:52 p.m.
to discuss the following:

- 1. Personnel
- 2. Legal Issues

Motion carried by unanimous voice vote.

Returned from closed session at 9:19 p.m.

9. PERSONNEL

Motion: (Minniti/Hall) to approve the following:

The resolution herein seeking permission of the commissioner to employ the below recommended certificated and support staff applicant (s) on an emergent basis for a period not to exceed three (3) months pending completion of a positive Criminal History Check and/or Substitute Certificate:

- A. The appointment of Shirley Cassidy as Rotating Part-Time Cafeteria Worker at Broad Street School for the 2002-2003 school year for 3 hours per day (on a rotating basis) at \$8.00 per hour.

Motion carried by unanimous roll call vote.

10. ADJOURNMENT

Motion: (Hall/Minniti) to adjourn the meeting at 9:22 p.m.

Motion carried by unanimous voice vote.

Respectfully submitted,

Scott A. Campbell, Board Secretary