

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **Monday, November 9, 2020** virtually via Zoom.

5
6 The meeting was called to order by President Gerald Michael, Jr. at 6:31 p.m.

7
8 **Roll Call:**

9

<input checked="" type="checkbox"/> Mr. Gerald Michael School Board President	(Chair) Negotiations Committee Alternate Delegate to County & State Board Associations Greenwich Township Representative to Paulsboro Bd of Education Strategic Planning Committee Curriculum/Technology Committee Personnel Committee
<input checked="" type="checkbox"/> Mrs. Roseanne Lombardo School Board Vice-President	(Chair) Strategic Planning Committee Delegate to County & State Board Associations Personnel Committee Policy Committee
<input checked="" type="checkbox"/> Mr. Andrew Chapkowski	(Chair) Buildings & Grounds Committee Budget & Finance Committee Curriculum/Technology Committee Personnel Committee
<input checked="" type="checkbox"/> Mr. Chad Kent	(Chair) Curriculum/Technology Committee Buildings & Grounds Committee Negotiations Committee Policy Committee Personnel Committee
<input type="checkbox"/> Mr. Duane Sarmiento Absent	(Chair) Policy Committee Buildings & Grounds Committee Public Relations Committee Personnel Committee
<input type="checkbox"/> Ms. Amy Vandergrift Absent	(Chair) Public Relations Budget & Finance Committee Strategic Planning Committee Personnel Committee
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio	(Chair) Budget & Finance Committee Negotiations Committee Public Relations Committee Personnel Committee

10 Quorum YES

11
12 Also present was Dr. Jennifer Foley-Hindman, Chief School Administrator.

13
14 As required under the guidelines of the Open Public Meeting Law, notice of this meeting
15 was sent to **The Courier Post**, and **The Township Clerk**. It was also posted in the
16 Greenwich Township School Buildings and on our website. (Optional: Videotaping
17 Regulations – “The proceedings of this meeting are being videotaped and anyone
18 wishing to discuss an individual child should so note.”)

1 **FLAG SALUTE**

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3 **1. MINUTES**

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5 Motion: (Chapkowski/Vernacchio) to approve the following minutes:

6
7 October 5, 2020 – Regular Meeting

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9 Motion carried by unanimous voice vote.

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11 **2. ADMINISTRATIVE/PRINCIPAL REPORTS**

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13 Motion: (Chapkowski/Vernacchio) to approve the following as one, A-C:

14
15 A. **School Health Services**

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17 1. School Health Services report as of **October 31, 2020** for Broad
18 Street School. (Attachment)

19
20 2. School Health Services report as of **October 31, 2020** for
21 Nehaunsey Middle School. (Attachment)

22
23 B. **Monthly Attendance, Enrollment, Drills and Monthly Overview:**

MONTHLY ATTENDANCE – OCTOBER 2020	
Broad Street School	98.1%
Nehaunsey Middle School	97.4%

BROAD STREET SCHOOL ENROLLMENT – OCTOBER 2020	
Grade PS	Total: 8
Grade K	Total: 25
Grade 1	Total: 41
Grade 2	Total: 32
Grade 3	Total: 38
Grade 4	Total: 52
Grade 5	Total: 40
TOTAL ENROLLMENT: 236	

NEHAUNSEY MIDDLE SCHOOL ENROLLMENT – OCTOBER 2020	
Grade 6	Total: 51
Grade 7	Total: 50
Grade 8	Total: 40
TOTAL ENROLLMENT: 142	

DRILLS - OCTOBER 2020				
Date	Time*/Location	Duration	Action/Drill	Weather Conditions
October 15 & October 16, 2020	12:00 noon/BSS	3 minutes	Fire Drill	Tape Top Discussion
October 20, 2020	9:30 a.m./NMS	3 minutes	Fire Alarm Testing	Table Top Discussion
October 22 & October 23, 2020	11:00 a.m./BSS	3 minutes	Non-Fire Evacuation	Table Top Discussion
October 22, 2020	10:40 a.m./NMS	3 minutes	Fire Alarm Testing	Table Top Discussion
*NMS/Nehaussey Middle School		*BSS/Broad Street School		

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C. Student Discipline, Violence/Vandalism and HIB

1. The approval of the Student Discipline, Violence/Vandalism and HIB as of **October 31, 2020**:

Infractions Referrals Reports	Number of Incidents October 2020		2020-2021 Total-to-Date	
	BSS	NMS	BSS	NMS
Dating Violence	0	0	0	0
Detention After School	0	0	0	0
Harassment, Intimidation or Bullying	0	0	0	0
Lunch Detention	0	0	0	0
Out-School-Suspension (OSS)	0	0	0	0
Restricted Study	0	0	0	0
Violence, Vandalism, Substance Abuse	0	0	0	0

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Chad Kent asked about the injury report at Broad Street School. He said there was no accident report filled out and is there a reason for that? **Dr. Jennifer Foley-Hindman** said she didn't know but will ask **Mrs. Pipczynski** about it and get back to the board.

Motion carried by unanimous voice vote.

3. SUPERINTENDENT RECOMMENDATIONS

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

- A. The acceptance of, with sincere appreciation and gratitude for 32 years of service, the retirement letter from Maureen (Jenzano) Murphy-Manes, Speech-Language Specialist, effective December 1, 2020.

Susan Vernacchio wanted to congratulate **Mrs. Jenzano** on her retirement. The rest of the Board congratulated her as well and said she will be missed.

Motion carried by unanimous roll call vote.

1 Motion: (Vernacchio/Lombardo) to approve the following as one, B-F:
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- 3 B. The approval of Andrew Mettler as advisor to the National Jr. Honor
4 Society, at a stipend TBD, pending completion of GTEA negotiations, for
5 the 2020-2021 school year.
6
- 7 C. The approval of course requests from Nicole McGann for two courses to
8 continue her Masters program at Wilmington University. Courses to be
9 taken are "Curriculum Development MED 7712" and "Curriculum
10 Leadership MED 7708" and will be taken in the Spring, 2021. This is per
11 Greenwich Township School District policies and regulations and GTEA
12 agreement, pending completion of negotiations.
13
- 14 D. The approval of request for use of above 3 personal days from Maureen
15 Jenzano, as part of her FMLA request, previously approved. (Attachment)
16
- 17 E. The approval of the on-line submission for July 1, 2019-June 30, 2020
18 School Self-Assessment for Determining Grades under the Anti-Bullying
19 Bill of Rights Act to NJDOE. (Attachment)
20
- 21 F. The approval of request for use of above 3 personal days from Michael
22 Beukers, Custodial/Maintenance. (Attachment)
23

24 Motion carried by unanimous roll call vote.
25

26 **4. POLICY & REGULATION**
27

28 Motion: (Chapkowski/Vernacchio) to approve the following policies on 1st
29 reading:
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Number	Title	1 st Reading	2 nd Reading
P 1620	Administration – Administrative Employment Contracts	X	
P 2431	Program – Athletic Competition	X	
R 2431.1	Program – Emergency Procedures for Sports and Other Athletic Activity	X	
P 2464	Program – Gifted and Talented Students	X	
P & R 5330.05	Students – Seizure Action Plan (New)	X	
P 6440	Finances – Cooperative Purchasing	X	
P & R 6470.01	Finances – Electronic Funds Transfer and Claimant Certification (New)	X	
P & R 7440	Property – School District Security	X	
P 7450	Property – Property Inventory	X	
P & R 7510	Property – Use of School Facilities	X	
P 8420	Operations – Emergency and Crisis Situations	X	
P 8561	Operations – Procurement Procedures for School Nutrition	X	

	Programs		
P 1648	Administration – Restart & Recovery Plan	X	
P 1648.02	Administration – Remote Learning Options for Families	X	
P 1648.03	Administration – Restart & Recovery Plan – Full-time Remote Instructions	X	

Motion carried by unanimous voice vote.

5. BUDGET & FINANCE

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

- A. The *retroactive* approval for the following individual to attend an out-of-district workshop:

Name/Position	Workshop/Location/Time	Date	Cost
Gerardo Batista, Supervisor of Buildings & Grounds	Annual NJSBA Conference, Virtual Workshop	10/20/20 10/21/20 10/22/20	\$199.00

Scott Campbell wanted it known that **Mr. Batista** must attend these workshops because these programs go towards his professional development credits through N.J.S.B.A.

Motion carried by unanimous voice vote.

Motion: (Chapkowski/Kent) to approve the following as one, B & C:

- B. The *retroactive* approval of the 2020-2021 Non-public Services Agreement for Chapters 192/193 by resolution. (Attachment)
- C. The *retroactive* approval of the 2020-2021 Gloucester County Vocational-Technical School District Tuition Contract Agreement and the Greenwich Township Board of Education, effective 9/2/2020 – 6/30/2021. (Attachment)

Andrew Chapkowski asked if we know the tuition difference between what we pay to our sending district and what we pay to G.C.I.T.? **Mr. Campbell** said we haven't finalized the tuition contract amount yet for Paulsboro but the difference is over \$15,000.00 per student. We have about 98 students going to G.C.I.T. as compared to approximately 60ish going to Paulsboro High School. **Mr. Chapkowski** wanted to know if there is any movement on the finalizing the contract for Paulsboro? **Mr. Campbell** said that **Gerald Michael** may want to expand on that later in the meeting; we owe them a good deal of money but can't pay them yet because the contract is not finalized.

1 Motion carried by unanimous voice vote.

2
3 Motion: (Chapkowski/Michael) to approve the following resolution:

4
5 D. Resolution – Comprehensive Maintenance Plan

- 6
7 1. The acceptance of the resolution authorizing submission of the
8 Comprehensive Maintenance Plan. The Department of Education
9 requires submission of the three-year maintenance plan as part of
10 NJQSAC.

11
12 **GREENWICH TOWNSHIP BOARD OF EDUCATION**
13 **RESOLUTION**
14 **SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**

15
16 **WHEREAS**, the New Jersey Department of Education requires
17 New Jersey School Districts to submit three-year maintenance plan
18 documenting “required” maintenance activities for each of its public school
19 facilities, and

20
21 **WHEREAS**, the required maintenance activities as listed in the
22 Comprehensive Maintenance Plan document for the various school
23 facilities of the Greenwich Township School District are complete and in
24 compliance with the requirements of N.J.A.C. 6A:26A-3, and

25
26 **WHEREAS**, the Comprehensive Maintenance Plan includes
27 activities and expenditures, for each school facility, that qualify as required
28 maintenance pursuant to N.J.A.C. 6A:26A-2 and are reasonable to keep
29 school facilities open and safe for use or in their original condition, and to
30 keep their system warranties valid.

31
32 **NOW, THEREFORE, BE IT RESOLVED**, that the Greenwich
33 Township School District hereby authorizes the School Business
34 Administrator and the School Board President to submit the 2020-2021
35 Comprehensive Maintenance Plan for the Greenwich Township School
36 District in compliance with the New Jersey Department of Education
37 requirements. (Attached)

1 E. Annual Required Maintenance Budget

- 2
3 1. The acceptance of the Annual Required Maintenance Budget
4 Amount Worksheet (Form M-1). This form is used as a tool to help
5 districts estimate the annual required maintenance budget amount
6 to be submitted with the district's Comprehensive Maintenance
7 Plan (CMP). (Attached Form M-1)

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9 F. Maximum Capital Reserve Statement

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11 1. The acceptance of the Maximum Capital Reserve Statement. The
12 Greenwich Township Public Schools have over 41 projects
13 identified in its Five-Year Long-Range Facility Plan that have not
14 been identified or advanced. The projects have an estimated total
15 cost over the five-year period of \$8,643,500.00. It is estimated that
16 the district may be eligible for State Debt service of EDA grant
17 funds for these projects in the amount of \$3,457,400.00.
18 Accordingly, the estimated local share of these projects is
19 \$5,186,100.00. The local share of amount of \$5,186,100.00
20 represents the maximum amount the Greenwich Township Public
21 Schools may deposit in its capital reserve fund for the 2020-2021
22 school year.

23
24 Motion carried by unanimous voice vote.

25
26 Motion: (Kent/Vernacchio) to approve the following:

- 27
28 G. The approval of the resolution that the Board of Education approve the
29 Resolution and Indemnity & Trust Agreement 2021, to renew membership
30 in the Gloucester, Cumberland, Salem School Districts Joint Insurance
31 Fund (GCSSSD JIF) for the three-year membership term commencing on
32 July 1, 2021. (Attachment)

33
34 Motion carried by unanimous voice vote.

35
36 Motion: (Chapkowski/Lombardo) to approve the following:

- 37
38 H. The approval of the School Bus Emergency Evacuation Drills held in the
39 month of October for both schools. (Attachment)

40
41 Motion carried by unanimous voice vote.

1 **6. REPORT OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

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3 Motion: (Kent/Chapkowski) to approve the following as one, A-C:

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5 A. Bills Lists

- 6
7 1. The bills as presented by the Business Administrator in the
8 following amounts are ordered paid. (Attachment)
9

Number	Amount
102-2020	\$7,579.07
19-2021	\$17,334.46
20-2021	\$17,142.70
21-2021	\$133,435.61
22-2021	\$87.05
23-2021	\$17,216.02
24-2021	\$1,291.14
25-2021	\$1,064.97
26-2021	\$118,991.91
27-2021	\$17,547.67
28-2021	\$133,800.89
29-2021	\$2,299.19
30-2021	\$86,923.05
	TOTAL \$554,713.73

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11 B. Voided Checks

- 12
13 1. The approval to void the following check:
14

Check#	Vendor	Amount	Account
25319	Dr. Jennifer Foley-Hindman	\$384.00	Current

15
16 C. Student Activities Account

- 17
18 1. The approval of the Student Activities Account Monthly Bank
19 Reconciliation for the months of August 2020 and September 2020.
20 (Attachment)

21
22 Motion carried by unanimous voice vote.
23

1 **7. OLD BUSINESS**

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3 None at this time.

4
5 **8. NEW BUSINESS**

6
7 ***Gerald Michael** would like to congratulate **Erin Herzberg** on her election to the*
8 *school board. He feels she will be an asset to our board and district and thanks*
9 *her for getting involved.*

10 ***Mr. Michael** also said that Paulsboro is in the process of hiring another Business*
11 *Administrator which would be the 4th one in approximately three (3) years. As of*
12 *yet, we haven't received anything from them as far as the contract goes. They*
13 *also know we aren't paying anything until we know what exactly it is that they*
14 *want us to pay and whether we agree or disagree with their figures. **Susan***
15 ***Vernacchio** asked if their audit has been approved from the last school year?*
16 ***Mr. Michael** thinks it has been up to the 2018-2019 school year. But in answer*
17 *to **Mr. Chapkowski's** questions, he heard the new Business Administrator is*
18 *pretty sharp and will start getting things straightened out over there. They are*
19 *well aware that this board is not happy paying what we pay and not getting*
20 *information that we asked for. **Mr. Campbell** said without disclosing any names,*
21 *that the individual they hired has been in the county for a long time is one of the*
22 *best B.A.'s to come through the county. It's a good situation for Paulsboro to*
23 *have that individual for that position.*

24
25 ***Mr. Chapkowski** then asked about Paulsboro's filtration and HVAC system and*
26 *if they are ready to open school yet? **Mr. Michael** said that at the last meeting*
27 *they had, everything was good, and they are opening November 16th.*

28
29 **9. CORRESPONDENCE**

30
31 A. Congratulations to Christine Eiserman, Nehaussey Middle School Support
32 Professional, as the Gloucester County Education Association Educational
33 Support Person (ESP) of the year! (Attachment)

34
35 **10. PUBLIC – AGENDA/NON-AGENDA ITEMS**

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

42
43 In accordance with Board policy and procedures, speakers are not permitted to
44 publicly speak of personal issues involving school personnel, or against any
45 person connected to the school system. Any such concern should be presented

1 to the school or district-level administration so that a proper response may be
2 given.
3

4 **Alyson Martorano**, 34 South Home Avenue was wondering if the person who
5 does the web page and mobile website could improve it? The colors make it
6 difficult to read the texts and trying to find out how to get on this meeting tonight
7 was very difficult. The mobile website is also a mess. **Dr. Foley-Hindman** said
8 she will contact the person in charge and see if they can make some
9 improvements.

10 **Mrs. Martorano** then asked if anything has been decided with the contract? **Mr.**
11 **Michael** said both parties have received the fact-finder's report which is now
12 posted on the board's website. We are continuing to negotiate in good faith
13 toward a resolution of the negotiations and honestly, I don't think it will be too
14 much longer. **Mrs. Martorano** then asked how much money are we
15 "hemorrhaging" for these negotiations? **Mr. Michael** said we are not going to be
16 discussing the contract at all. **Mrs. Martorano** asked if the information will be
17 available when the contract is settled? **Mr. Michael** said the whole contract will
18 be available. **Mrs. Martorano** asked if that includes the financials? **Mr. Michael**
19 said he believes so.

20 **Mrs. Martorano** asked if there is a plan if things should change in the near future
21 regarding students being in school? **Dr. Foley-Hindman** said our plan is not to
22 change anything; we will stay the course through the second marking period. We
23 certainly want to give parents as much advanced notice as possible but
24 unfortunately, we are at the mercy of the Department of Education, the
25 Department of Health and/or the Governor. There has been some changes in in-
26 door dining but nothing was addressed to education and we feel we are doing a
27 good job; our staff feels safe, our students feel safe and everyone is doing their
28 part between social distancing and wearing masks. "I'm cautiously optimistic that
29 we're just going to move forward." **Mrs. Martorano** ask if parents and staff are
30 being notified if there are any positive cases of COVID-19? Staff and parents
31 would only be notified through the contact-tracing process because of the
32 medical privacy laws. We would not be notifying you unless there was a close
33 contact and all our contact-tracing goes through our school nurses who are well
34 versed in medical privacy.

35 **Mrs. Martorano** then said since there is a lot of struggle happening with students
36 this school year, has there been any consideration with having students repeat
37 the school year; not to mean repeating the grade or being held back but
38 repeating the school year? **Dr. Foley-Hindman** said repeating the school year
39 would be holding students back and we don't feel that would be a necessity with
40 just completing the first marking period. We are doing a fair amount of
41 remediation and intervention with students. We are currently not in discussion of
42 repeating the whole school year with students.
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1 **11. EXECUTIVE SESSION**

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3 Pursuant to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-
4 6, et seq., which provides that an Executive Session, not open to the public, may
5 be held for certain specified purposes when authorized by Resolution. The
6 Board of Education for Greenwich Township assembled in public session on
7 **November 9, 2020**, hereby resolves that an Executive Session, closed to the
8 public shall be held on **November 9, 2020**, at **7:03 p.m.** virtually via Zoom,
9 for discussion of certain matters which relate to items authorized by Open Public
10 Meetings Act, (N.J.S.A. 10:4-12b) to be discussed in closed session.

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12 Motion: (Kent/Vernacchio) to enter Executive Session to discuss the
13 following:
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<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 type="checkbox"/>	Matters concerning negotiations, and specifically:
<input type="checkbox"/>	Matters involving the purchase of 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 checked="" 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: Employment, Employee, #0214
<input type="checkbox"/>	Matters involving quasi-judicial deliberations, and specifically:

15
16 It is anticipated that such matters may be disclosed to the public upon the
17 determination of the Board that applicable exception no longer applies, and the
18 public interest will no longer be served by such confidentiality.

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20 Motion carried by unanimous voice vote.

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22 Motion: (Kent/Lombardo) to adjourn the Executive Session at 7:58 p.m. and
23 return to the Regular Meeting.

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25 Motion carried by unanimous voice vote.
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12. ADJOURNMENT

Motion: (Kent/Vernacchio) to adjourn the meeting at 7:59 p.m.

Motion carried by unanimous voice vote.

Respectfully Submitted,

Scott A. Campbell, Board Secretary

Next Board of Education Regular Meeting is scheduled for Monday, December 14, 2020 virtually via Zoom at 6:30 p.m.