

1 **OFFICIAL MINUTES**

2  
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 **November 9, 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

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10  
11 Quorum **YES**

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

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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**

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26 Motion: (Vernacchio/Chapkowski) to approve the minutes:

27  
28 October 15, 2015 – Regular Meeting

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30 Motion carried by unanimous roll call vote.

1 **2.** **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.  
6

7 The Board of Education for Greenwich Township, assembled in public session on  
8 **November 9, 2015** hereby resolves that an Executive Session closed to the  
9 public shall be held on **November 9, 2015** at **6:37** p.m. in the Nehaussey Middle  
10 School library, Room #48, located at 415 Swedesboro Road, Gibbstown, New  
11 Jersey, for discussion of certain matters which relate to items authorized by  
12 *Open Public Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed  
13 session.  
14

15 Motion: (Chapkowski/Vernacchio) to enter into Executive Session at 6:37  
16 p.m. to discuss the following:  
17

<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: <b>GTEA Grievance</b>
<input type="checkbox"/> Matters involving quasi-judicial deliberations, and specifically:

18  
19 It is anticipated that such matters may be disclosed to the public upon the  
20 determination of the Board that applicable exception no longer applies and the  
21 public interest will no longer be served by such confidentiality.  
22

23 Motion carried by unanimous voice vote.

24  
25 Motion: (Lombardo/Chapkowski) to adjourn the Executive Session at  
26 8:06 p.m. and return to the Regular Meeting.  
27

1 Motion carried by unanimous voice vote.  
2

3 **3. SUPERINTENDENT'S REPORT**  
4

5 Motion: (Chapkowski/Hughes) to approve the following as one, A1 & A2:  
6

7 A. Administrative Reports  
8

- 9 1. School Health Services Monthly Reports as of October 29, 2015.  
10 (Attachment – EXHIBIT A1)  
11  
12 2. NJDOE School Self-Assessment for Determining Grades under the  
13 Anti-Bullying Bill of Rights Act for Broad Street School and  
14 Nehaunsey Middle School submission for 2014-2015 school year.  
15 (Attachment – EXHIBIT A2)  
16

Monthly Attendance	
Broad Street	97%
Nehaunsey	96%

17

Broad Street School Enrollment – October 2015				
Reale.....10				PreSchool Total: 10
Ballinger.....18	Barker.....16	Beckett.....16		Grade K Total: 50
Exley.....17	Podolski.....15	Walker.....14		Grade 1 Total: 46
Nastase.....17	New.....17	Sayers.....17		Grade 2 Total: 51
Beerley.....19	Mortimer.....19	Pezzino.....16		Grade 3 Total: 54
Chila.....20	Hoyt.....18	Tortella.....16		Grade 4 Total: 54
				<b>Total Enrollment: 265</b>

18

Nehaunsey Middle School Enrollment – October 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.....17	Snyder.....16	Grade 8 Total: 55
				<b>Total Enrollment: 198</b>

19

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

Date	Time/Location	Duration	Action/Drill	Weather Conditions
October 5, 2015	NMS/1:44 p.m.	3 minutes	Fire Drill	Sunny & Cool
October 6, 2015	BSS/9:46 a.m.	2 minutes	Fire Drill	Sunny & Cool
October 23, 2015	NMS/8:31 a.m.	5 minutes	Non-Fire Evacuation	Cool, Clear
October 27, 2015	BSS/1:59 p.m.	4 minutes	Non-Fire Evacuation	Cloudy & Cool

1

MONTHLY EVENT OVERVIEW		
DATE	EVENT	BUILDING
October 1, 2015	GCIT Presentation	NMS
October 1, 2015	DEAC Meeting	BSS/NMS
October 6, 2015	Meeting with Cafeteria Staff	BSS
October 7, 2015	Administrative Meeting	BSS/NMS
October 15, 2015	Progress Reports	BSS/NMS
October 19, 2015	Willie Green Presentation	BSS/NMS
October 19, 2015	Read Across the Globe	BSS/NMS
October 20, 2015	CPR Training	BSS/NMS
October 20, 2015	Bell Choir Fundraiser	NMS
October 22, 2015	Family Fun Night	BSS
October 26, 2015	McRel for New Teachers	BSS/NMS
October 29, 2015	Internet Safety Presentation	NMS
October 30, 2015	Halloween Parade	BSS
October 30, 2015	MOA Signing	District
October 30, 2015	SGO's due	District

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Motion carried by unanimous roll call vote.

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**4. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS**

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

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A. The approval of the medical/maternity leave of absence for Megan Hoyt, Teacher, beginning December 7, 2015 through January 29, 2016. Ms. Hoyt will be using sick/personal days and the New Jersey Family Leave Act, Family and Medical Leave Act as needed.

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B. The approval for the GTEA to participate in the community's *Operation Christmas Morning* toy drive. Toy collection begins right before the Thanksgiving holiday and ends within the first week or two of the Christmas holiday.

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C. The approval for the appointment of Kimberly Butler and Thomas Donovan as part-time substitute custodians for the 2015-2016 school year pending clearance of the fingerprinting process requirements at a rate of \$9.00 per hour.

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1 D. The approval of *Education Level 1 Services* between the Department of  
2 Human Services, *Commission for the Blind and Visually Impaired* and  
3 Greenwich Township School District, effective September 16, 2015 and  
4 ending June 30, 2016 for student #4712839826, at a cost of \$1,806.00.

5  
6 E. The approval of the America-Italy Society of Philadelphia, *ENTE*  
7 *GESTORE* Program Funding Report 2015 grant of \$4,000.00 towards  
8 teacher salary and teacher materials for the Italian program.

9  
10 F. The approval to add the following teachers to the DEAC committee:

11  
12 Alanna Schell Kaitlin Vencus  
13 Suzanne Pezzino Stacy Podolski  
14

15 G. The approval to increase the current Source4Teachers substitute rate to  
16 \$85.00 full day/\$50.00 half day in order to stay competitive and receive the  
17 coverage we need. We also are requesting one (1) permanent substitute  
18 to this district at an approximate cost of \$11,730.00 annually.

19  
20 H. The approval to add currently approved substitute, Lisa Mitchell, to the  
21 substitute custodian, list per her request.

22  
23 **Andrew Chapkowski** asked about Source4Teachers sub rate and questioned  
24 the permanent substitute for the district.

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26 Roll Call Vote:

27  
28 Andrew Chapkowski – No to item G; yes to all others  
29 John Hughes – Yes to all  
30 Duane Sarmiento – Yes to all  
31 Roseanne Lombardo – Yes to all  
32 Susan Vernacchio – Yes to all  
33

34 Motion: (Sarmiento/Lombardo) to approve the following:

35  
36 I. The approval of the Request for Course Approval for Gerardo Batista,  
37 Custodial/Maintenance, ***“Energy Management”*** starting December 11,  
38 2015 at Rutgers Atlantic Cape Community College at a cost of \$234.00.

39  
40 Motion carried by unanimous roll call vote.

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42 **5. POLICY/REGULATION**

43  
44 None at this time.  
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**6. CURRICULUM & INSTRUCTION**

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

**A. Field Trips**

1. The request for Educational Trip/Transportation for the following:

<b>Grade and/or Group</b>	<b>Destination/Time</b>	<b>Date</b>	<b>Estimated Related Cost</b>	<b>Estimated Transportation Cost</b>	<b>Total</b>
<b>Grade K</b> Hosting Teachers: Megan Ballinger Kiley Barker Steph Beckett	<b>Philadelphia Zoo</b> Philadelphia, PA	4/15/16	Admission: \$696.00	Bus: \$750.00	\$1,446.00
<b>Bell Choir</b> Hosting Teacher: Laura Enuco	<b>Shady Lane Nursing Home</b> Clarksboro, NJ	12/18/15	\$-0-	Bus: \$111.00	\$111.00
<b>NJHS</b> Hosting Teachers: Andrew Mettler Nora Traum	<b>Shady Lane Nursing Home</b> Clarksboro, NJ <b>Little Pizza Heaven</b> Gibbstown, NJ	3/2/16	\$-0- Substitutes: \$150.00	Bus: \$250.00	\$400.00

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**B. Workshops**

1. The approval for the following individuals to attend out-of-district workshops:

<b>Name</b>	<b>Workshop Title/Location/Date</b>	<b>Cost</b>
Violet Gregg Sharon Gomez-Salvatore	<b>"NGSS Engineering &amp; Science STEM Workshop"</b> EIRC December 11, 2015	\$149.00 each Plus Substitute Plus Mileage
Kaitlyn Vencus	<b>"Social, Behavioral &amp; Independent Thinking Strategies for the Student/Child with Autism Spectrum Disorder"</b> February 18 & 19, 2015 Cherry Hill, NJ	\$195.00 Plus Substitute (2 days) Plus Mileage
Regina Minniti	<b>"School Transportation Supervisors of New Jersey, General Membership Meeting"</b> Middlesex County Regional Educational Services Commission December 4, 2015 9:30 a.m. – 1:30 p.m. Piscataway, NJ	No Cost
Carol Skelton	<b>"Human Resources for Professionals"</b> December 1, 2015 9:00 a.m. – 4:00 p.m. Cherry Hill, NJ	\$59.60
Carol Skelton	<b>"FMLA Compliance/Updates"</b>	\$99.60

	January 13, 2016 9:00 a.m. – 4:00 p.m. Cherry Hill, NJ	
Gerardo Batista	<b>“Training Courses – Indoor Air Quality”</b> February 26, 2016 8:00 a.m. – 12:30 p.m. Gloucester County Government Building Clayton, NJ	No Cost
Gerardo Batista	<b>“Training Courses - IPM Coordinators”</b> March 30, 2016 8:00 a.m. – 12:30 p.m. Gloucester County Government Building Clayton, NJ	No Cost
Sean Keane	<b>“Understanding the Educator’s Role in Youth Suicide Prevention”</b> November 4, 2015 8:30 a.m. – 2:00 p.m. GCIT, Sewell, NJ	No Cost
Alisa Whitcraft Dr. Jennifer Foley-Hindman	<b>“Evidence-Centered Leadership Conference”</b> January 11, 2016 January 26, 2016 8:30 a.m. – 3:15 p.m. GCIT, Sewell, NJ	\$350.00 Each

Motion carried by unanimous roll call vote.

**7. BUDGET & FINANCE**

Motion: (Chapkowski/Sarmiento) to approve the following as one, A-D:

**A. Contracts**

1. The approval of the Tuition Contract Agreement between Greenwich Township Board of Education and the Cherry Hill School District for Regular Education student #H1322347754 for the 2015-2016 school year (September 8, 2015 – February 2, 2016) at a tuition rate of \$7,397.39. The Superintendent and School Business Administrator are authorized to execute all contracts.

**B. Resolution – Comprehensive Maintenance Plan**

The acceptance of the resolution authorizing submission of the Comprehensive Maintenance Plan. The Department of Education requires submission of the three-year maintenance plan as part of the NJQSAC.

**GREENWICH TOWNSHIP BOARD OF EDUCATION RESOLUTION  
SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**

1                   **WHEREAS**, the Department of Education requires New  
2 Jersey School Districts to submit three-year maintenance plans  
3 documenting “required” maintenance activities for each of its public school  
4 facilities, and

5  
6                   **WHEREAS**, the required maintenance activities as listed in  
7 the attached document for the various school facilities of the Greenwich  
8 Township School District are consistent with these requirements, and

9  
10                   **WHEREAS**, all past and planned activities are responsible to  
11 keep school facilities open and safe for use or in their original condition  
12 and to keep their system warranties valid.

13  
14                   **NOW, THEREFORE, BE IT RESOLVED**, that the  
15 Greenwich Township School District hereby authorizes the School  
16 Business Administrator to submit the attached Comprehensive  
17 Maintenance Plan for the Greenwich Township School District in  
18 compliance with Department of Education requirements. (Attachment –  
19 EXHIBIT C)

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21           C.    Annual Required Maintenance Budget

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23           1.    The acceptance of the Annual Required Maintenance Budget  
24 Amount Worksheet (Form M-1). This form is used as a tool to help  
25 districts estimate the annual required maintenance budget amount  
26 to be submitted with the district’s Comprehensive Maintenance  
27 Plan (CMP). (Attachment – EXHIBIT D)

28  
29           D.    Maximum Capital Reserve Statement

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31           1.    The acceptance of the Maximum Capital Reserve Statement. The  
32 Greenwich Township Public Schools have over 41 projects  
33 identified in its Five-Year Long-Range Facility Plan that have not  
34 been identified or advanced. The projects have an estimated total  
35 cost over the five-year period of \$8,643,500.00. It is estimated that  
36 the district may be eligible for State Debt service or EDA grant  
37 funds for these projects in the amount of \$3,457,400.00.  
38 Accordingly, the estimated local share of these projects is  
39 \$5,186,100.00. The local share amount of \$5,186,100.00  
40 represents the maximum amount the Greenwich Township Public  
41 Schools may deposit in its capital reserve fund for the 2015-2016  
42 school year.

43  
44           Motion carried by unanimous roll call vote.



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

4 Motion: (Chapkowski/Vernacchio) to approve the following as one, A-D:  
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 B)  
10

<b>Number</b>	<b>Amount</b>
P27	(\$340.00)
P28	\$234,696.20
P29	\$234,570.07
P30	\$17,440.82
P31	\$17,435.73
P32	\$197,132.59
P33	\$128,474.56
<b>TOTAL</b>	<b>\$829,409.97</b>

11 Motion carried by unanimous roll call vote.  
12  
13

14 **9. REGULATORY**  
15

16 Motion: (Chapkowski/Vernacchio) to approve the following as one, A1-A8:  
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18 A. Use of Facilities  
19

- 20 1. The *retroactive* approval for Daniel Giorgianni, Guidance  
21 Counselor, to use the Nehaunsey Middle School gymnasium,  
22 Monday, October 19, 2015 from 6:00 p.m. – 7:30 p.m., for the  
23 *Youth Alliance Assembly*.  
24  
25 2. The approval for teachers Steve Wehrle and Katie Eckert to use the  
26 Broad Street School gymnasium every Monday, Wednesday and  
27 Friday mornings commencing immediately until December 18, 2015  
28 from 8:00 a.m. – 8:25 a.m. for the *Rise and Shine Program*.  
29  
30 3. The approval for the Nehaunsey Middle School Nurse, in  
31 conjunction with the American Red Cross to use the Nehaunsey  
32 Middle School gymnasium on Tuesday, February 23, 2016 for their  
33 Annual Blood Drive from 12:00 p.m. – 9:00 p.m.

1 4. The approval for the Greenwich Township PTA to use the Broad  
2 Street School teacher's lounge to conduct PTA meetings on the  
3 following dates:

4  
5 November 19, 2015 January 21, 2016  
6 February 18, 2016 March 17, 2016  
7 April 21, 2016

8  
9 Times are from 6:30 p.m. – 8:00 p.m.

10  
11 5. The approval for the Greenwich Township PTA to use the Broad  
12 Street School gymnasium on Saturday, December 5, 2015 from  
13 8:00 a.m. – 5:00 p.m. for a Craft Fair/Fundraiser.

14  
15 6. The approval for the Greenwich Township PTA to use the Broad  
16 Street School gymnasium on Friday, February 19, 2016 from 5:00  
17 p.m. – 9:00 p.m. for a Sweetheart Dance.

18  
19 7. The approval for the Greenwich Township PTA to use the Broad  
20 Street School gymnasium on Friday, March 4, 2016 from 5:00 p.m.  
21 – 10:00 p.m. for a Designer Bag Bingo Fundraiser.

22  
23 8. The approval for Paulsboro High School to use the Nehaunsey  
24 Middle School gymnasium during the 2015-2016 winter sports  
25 season for selected home boys/girls 7<sup>th</sup> and 8<sup>th</sup> grade games and  
26 selected high school boys/girls practices.

27  
28 Motion carried by unanimous roll call vote.

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30 **10. OLD BUSINESS**

31  
32 None at this time.

33  
34 **11. NEW BUSINESS**

35  
36 Dr. Jennifer Foley-Hindman discussed shifting 5<sup>th</sup> grade from Nehaunsey Middle  
37 School to Broad Street School. Roseanne Lombardo said all board members will  
38 think about any questions or issues they have and bring them to the next meeting  
39 for discussion and hopefully by the first of the year, we should have some idea of  
40 whether to go forward on this. Susan Vernacchio asked if this was something to  
41 consider starting next year? Dr. Foley-Hindman responded yes since she and  
42 Scott Campbell will have to start making up teaching and bussing schedules.

43  
44 The Board discussed the board election results. Andrew Chapkowski won his  
45 seat back and John Hughes accepted the write-in appointment and will be sworn

1 in and continue his duties. Scott Campbell also said the other write-in, Gerald  
2 Michael, accepted his appointment and will be sworn in in January. There is one  
3 other seat available and there were two candidates; Chad Kent and Kenneth  
4 Ridinger. Mr. Ridinger verbally informed Mr. Campbell this afternoon that he was  
5 withdrawing his nomination.  
6

7 Motion: (Sarmiento/Hughes) to approve Chad Kent to the vacant position  
8 on the Board of Education.  
9

10 Motion carried by unanimous roll call vote.  
11

12 **12. COMMITTEES**  
13

14 Susan Vernacchio said the Personnel Committee discussed the enrollment  
15 position. She said she and Andrew Chapkowski still need to meet again but  
16 have some preliminary information that they will bring back to the Board.  
17

18 **13. CORRESPONDENCE**  
19

20 None at this time.  
21

22 **14. PUBLIC – AGENDA/NON-AGENDA ITEMS**  
23

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

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

36 No public comment at this time.  
37

38 **15. ADJOURNMENT**  
39

40 Motion: (Vernacchio/Chapkowski) to adjourn the Regular Meeting at 8:36  
41 p.m.  
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43 \*\*The next Board of Education meeting is scheduled for Monday, December 14,  
44 2015 at 6:30 p.m. \*\*  
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Respectfully Submitted,

Scott A. Campbell, Board Secretary