

1 **OFFICIAL MINUTES**

2  
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 **Monday, June 8, 2020** virtually through Zoom.

5  
6 The meeting was called to order by Vice-President Roseanne Lombardo at 6:30 p.m.

7  
8 **Roll Call:**

9

<input checked="" type="checkbox"/> Mr. Gerald Michael, Jr. School Board President <b>Arrived at 7:00 p.m.</b>	<b>(Chair) Negotiations Committee</b> 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	<b>(Chair) Strategic Planning Committee</b> Delegate to County & State Board Associations Personnel Committee
<input checked="" type="checkbox"/> Mr. Andrew Chapkowski	<b>(Chair) Buildings &amp; Grounds Committee</b> Budget & Finance Committee Curriculum/Technology Committee Personnel Committee
<input checked="" type="checkbox"/> Mr. Chad Kent	<b>(Chair) Curriculum/Technology Committee</b> Buildings & Grounds Committee Negotiations Committee Policy Committee Personnel Committee
<input checked="" type="checkbox"/> Mr. Duane Sarmiento	<b>(Chair) Policy Committee</b> Buildings & Grounds Committee Public Relations Committee Personnel Committee
<input type="checkbox"/> Ms. Amy Vandergrift <b>Absent</b>	<b>(Chair) Public Relations</b> Budget & Finance Committee Strategic Planning Committee Personnel Committee
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio	<b>(Chair) Budget &amp; Finance Committee</b> Negotiations Committee Public Relations Committee Personnel Committee

10 Quorum **YES**

11  
12 Also present were Dr. Jennifer Foley-Hindman, Chief School Administrator and Mr.  
13 Scott A. Campbell, School Business Administrator/Board Secretary.

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

1 **FLAG SALUTE**

2  
3 **1. MINUTES**

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

6  
7 May 11, 2020 – Regular Meeting

8  
9 Motion carried by unanimous voice vote.

10  
11 **2. ADMINISTRATIVE/PRINCIPAL REPORTS**

12  
13 Motion: (Kent/Vernacchio) to approve the following as one, A-C:

14  
15 A. School Health Services

16  
17 1. School Health Services report as of **May 31, 2020** for Broad Street  
18 School. **(No report - School closed due to COVID-19)**

19  
20 2. School Health Services report as of **May 31, 2020** for Nehaunsey  
21 Middle School. **(No report - School closed due to COVID-19)**

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

<b>MONTHLY ATTENDANCE – MAY 2020</b>	
Broad Street School	100%
Nehaunsey Middle School	100%

<b>BROAD STREET SCHOOL ENROLLMENT – MAY 2020</b>	
Grade PS	Total: 25
Grade K	Total: 43
Grade 1	Total: 34
Grade 2	Total: 43
Grade 3	Total: 52
Grade 4	Total: 41
Grade 5	Total: 53
<b>TOTAL ENROLLMENT: 291</b>	

<b>NEHAUNSEY MIDDLE SCHOOL ENROLLMENT – MAY 2020</b>	
Grade 6	Total: 50
Grade 7	Total: 46
Grade 8	Total: 52
<b>TOTAL ENROLLMENT: 148</b>	

**NO DRILLS FOR MAY 2020 – SCHOOL CLOSED DUE TO COVID-19**

Date	Time*/Location	Duration	Action/Drill	Weather Conditions
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**NO MONTHLY EVENT OVERVIEW FOR MAY 2020 – SCHOOL CLOSED DUE TO COVID-19**

Date	Event	Location
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C. Student Discipline, Violence/Vandalism and HIB

1. The approval of the Student Discipline, Violence/Vandalism and HIB as of **May 31, 2020: (SCHOOL CLOSED DUE TO COVID-19)**

Infractions Referrals Reports	Number of Incidents May 2020		2019-2020 Total-to-Date	
	BSS	NMS	BSS	NMS
Dating Violence	0	0	0	0
Detention After School	0	0	0	13
Harassment, Intimidation or Bullying	0	0	2	8
Lunch Detention	0	0	63	52
Out-School-Suspension (OSS)	0	0	3	6
Restricted Study	0	0	7	16
Violence, Vandalism, Substance Abuse	0	0	0	1

Motion carried by unanimous voice vote.

**3. SUPERINTENDENT’S RECOMMENDATIONS**

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

- A. The approval of staff location and assignments for the 2020-2021 school year: Miranda Coughlan, Elementary Teacher at Broad Street School to Middle School Math Teacher at Nehaunsey Middle School.

Motion carried by unanimous voice vote.

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

- B. The approval for the *reappointment* of Mark Vogeding as Summer Help Coordinator effective June 15, 2020 through August 21, 2020, eight (8) hours per day, five (5) days a week, at an hourly rate of \$16.00.

1 **Andrew Chapkowski** asked if Mr. Vogeding and those that will be working under  
2 him have the PPE that is needed for them? **Dr. Jennifer Foley-Hindman** said  
3 they do have the PPE that is needed.  
4

5 Motion carried by unanimous voice vote.  
6

7 Motion: (Kent/Vernacchio) to approve the following as one, C & D:  
8

9 C. The approval of the *reappointment* of the listed members below as  
10 Summer Custodians, effective June 15, 2020 through August 21, 2020,  
11 eight (8) hours per day, five (5) days a week, at an hourly rate of \$11.00:  
12

13 Zachary Harbeson Mitchell Leslie Joseph Rizzo  
14

15 D. The appointment of Christian Hill pending completion of all required  
16 paperwork at a rate of \$11.00 per hour from approximately 7/1/20 until  
17 8/21/20.  
18

19 Motion carried by unanimous voice vote.  
20

21 Motion: (Kent/Vernacchio) to approve the following as one, E-K:  
22

23 E. The approval of Melissa Mortimer, Teacher at Broad Street School, for  
24 Administrative Internship/Clinical, in the Summer of 2020 with Alisa  
25 Whitcraft, Principal at Broad Street School, as part of MA in Leadership  
26 program. Schedule to be coordinated between Mrs. Whitcraft and Ms.  
27 Mortimer.  
28

29 F. The approval of amendment to the ESSA grant as requested by Mrs.  
30 Whitcraft:  
31

- 32 1. The 2020 ESSA grant was amended due to COVID-19 issues.
- 33
- 34 2. Title I-A – Monies that were scheduled to pay tutors for Tutoring  
35 Club moved to buy technology for students.  
36
- 37 3. Title II-A – Monies that were scheduled for workshops moved to  
38 buy technology for staff.  
39
- 40 4. Title IV-A – Monies that were scheduled for assemblies moved to  
41 buy technology for students.  
42

43 G. The approval to appoint the following staff members for ESY (Extended  
44 School Year), remote distance learning and support, from July 6, 2020 –  
45 July 30, 2020, Monday through Thursday, between the hours of 8:30 a.m.

1 – 11:30 a.m., not to exceed three (3) hours per day, for a total of 16 days.  
2 Salary TBD, not to exceed TBD, pending completion of negotiations.  
3

4 PreSchool – Tara Reale  
5 Elementary – Kathy Seacrist  
6

7 H. The approval of the following teachers as Remote Credit Recovery Tutors,  
8 on an as-needed and assigned basis per student needs, July 1, 2020  
9 through August 31, 2020, per hour rate TBD pending completion of  
10 negotiations, hours not to exceed ten (10) hours per week:  
11

12 Bethanne Barousse	Kimberly Chila
13 Miranda Coughlan	Nicole McGann
14 Melissa Mortimer	Suzanne Pezzino
15 Stacy Podolski	Kathy Seacrist

16  
17 I. The approval for appointment of the following staff members to perform  
18 Child Study Team evaluations and/or attend I.E.P. meetings between July  
19 1, 2020 through August 31, 2020, at a rate TBD per evaluation and hourly  
20 TBD for I.E.P. meetings, pending completion of negotiations, as per GTEA  
21 and Greenwich Township Board of Education:  
22

23 Diana Dresh, School Social Worker  
24 Katie McLaughlin, School Psychologist  
25 Maureen Jenzano, Speech/Language Specialist  
26

27 J. The approval of the certification from Mr. John Tirico, Director of Special  
28 Services, that all schools in the district have reported to the Student Safety  
29 Data System at the end of report period 1 and again after report period 2  
30 to indicate reporting is complete and accurate for all schools for the entire  
31 school year as well as recommend approval of review and submission of  
32 all HIB related incidents, trainings and programs year-end report. The  
33 report provides an overview of incidents, trainings and programs for the  
34 2019-2020 school year as reported by Mr. John Tirico, Director of Special  
35 Services.  
36

37 K. The approval of the following appointments effective July 1, 2020 through  
38 June 30, 2021:  
39

Acting Superintendent in Emergency Situations	Scott A. Campbell
ADA Coordinator	John Tirico
Affirmative Action Officer/Team	Alisa Whitcraft, Office/Principal of BSS
Affirmative Action Team	Daniel Giorgianni, HIB Specialist for NMS Stacy Podolski, HIB Specialist for BSS

Air Quality Designee	Gerardo Batista
Authority to Invest Funds	Scott A. Campbell
Blood Borne Pathogens	Gerardo Batista
Custodian of Records	Scott A. Campbell
Hazardous Communications Trainer	Scott A. Campbell Gerardo Batista
Homeless Liaison (District Education Stability Liaison – McKinney Vento)	Scott A. Campbell
Integrated Pest Management	Gerardo Batista
Newspaper	Courier Post
Official Bargaining Unit	G.T.E.A. (Greenwich Township Education Association)
PEOSHA Officer	Gerardo Batista
Public Agency Compliance Officer (PACO)	Scott A. Campbell
Qualified Purchasing Agent/Bid Threshold	Scott A. Campbell/\$40,000.00
Safety & Health Designee	Gerardo Batista
School Safety Director	John Tirico
Section 504 Officer	John Tirico
Title IX Coordinator	Alisa Whitcraft, Principal of BSS
Working Papers Issuing Officers	Daniel Giorgianni Jennifer Ellick

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**Susan Vernacchio** asked what item# H was when referring to Remote Credit Recovery Tutors? **Dr. Jennifer Foley-Hindman** said it is an as-needed basis for predominantly those students in danger of failing the school year. These teachers will provide the credit recovery during the summer. **Duane Sarmiento** asked if it was a summer school teacher and **Dr. Foley-Hindman** answered, “essentially, yes”.

Motion carried by unanimous voice vote.

**4. POLICY & REGULATIONS**

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

A. The approval of the following Policies and/or Regulations on 1<sup>st</sup> Reading:

Number	Title	1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
P & R #1581	Administration – Domestic Violence	X	
P #2422	Program – Health and Physical Education	X	
P #3421-13	Teaching Staff Members – Postnatal Accommodations	X	
P #4421.13	Support Staff – Postnatal Accommodations	X	
P & R #5330	Students – Administration of Medicine	X	
P #7243	Property – Supervision of Construction	X	

P #8210	Operations – School Year	X	
P & R #8220	Operations – School Day	X	
P #8462	Operations – Reporting Potentially Missing or Abused Children	X	

1  
2 Motion carried by unanimous voice vote.

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4 **5. BUDGET & FINANCE**

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6 Motion: (Michael/Kent) to approve the following as one, A-J:

- 7  
8 A. The approval of contract with Paul’s Commodity Hauling, Inc., effective  
9 July 1, 2020 – June 30, 2021. (Attachment)  
10  
11 B. The approval of the contract with ESS Northeast, LLC (formally known as  
12 Source4Teachers) and Greenwich Township School District for the 2020-  
13 2021 school year. (Attachment)  
14  
15 C. The approval of the contract between Vicki Walters of Victory Physical  
16 Therapy and Greenwich Township Board of Education for purposes of  
17 providing I.E.P. driven physical therapy services, for the rate of \$74.00 per  
18 hour for the 2020-2021 school year. (This reflects a \$1.00 increase per  
19 hour from 2019-2020 school year).  
20  
21 D. The approval of the contract between Gloucester County Special Services  
22 School District and Greenwich Township Board of Education for purposes  
23 of I.E.P. driven Speech-Language services, for the rate of \$76.28 per hour  
24 for the 2020-2021 school year (includes service and support provided  
25 during the summer remote learning program).  
26  
27 E. The approval of the contract with G.H.R. (General Healthcare Resources)  
28 and Greenwich Township School District, to provide Occupational Therapy  
29 Services at the continued rate of \$75.95 per hour, no increase from last  
30 year, for the 2020-2021 school year (includes service and support  
31 provided during the summer remote learning program.)  
32  
33 F. The approval of Starlight Nursing Services, at the rate of \$53.00 per hour  
34 for RN services and \$43.00 per hour for LPN services, \$1.00 increase  
35 from last two years, for student# 4712839826, for the 2020-2021 school  
36 year.  
37  
38 G. The approval of the NJ State Approved list of Clinics/Agencies regulated  
39 by the NJ Administrative Code 6A:14-5.1 through 5.2 for the 2020-2021  
40 school year. In accordance with N.J.A.C. 6A:14-3.4, upon the need for a  
41 specialized evaluation and/or a request for an independent evaluation, the

1 clinics and agencies in this directory are approved to contract with public  
2 school districts. Prior to signing a contract for services, each approved  
3 Clinic/Agency must provide the school district a current copy of the  
4 professional certification and/or occupational license as well as approved  
5 from the NJ Department of Education, Office of Criminal History, to  
6 ensure the provider is properly credentialed.  
7

- 8 H. The approval of contract with the Commission for the Blind and Visually  
9 Impaired and the Greenwich Township Board of Education, at a cost of  
10 \$1,900.00 for Education Level 1 Services, effective September 1, 2020 –  
11 June 30, 2021 for student# 4712839826.  
12
- 13 I. The approval of the contract between Frontline Education, IEP-Direct and  
14 Greenwich Township School District for the 2020-2021 school year, at a  
15 cost for the year of \$8,397.62, effective July 1, 2020 - June 20, 2021.  
16
- 17 J. The approval of a five-year lease with XEROX for copiers in the  
18 Superintendent’s Office, Business Office, Principal Office at Nehaunsey  
19 Middle School and the Child Study Team Office at Nehaunsey Middle  
20 School. (Attachment)  
21

22 **Andrew Chapkowski** asked what Paul’s Commodity Hauling was? **Scott**  
23 **Campbell** said it is a third party, state-supplied food hauling distributor that  
24 brings in items such as fruit, vegetables and meats.  
25

26 Roll Call Vote:  
27

- 28 Andrew Chapkowski – No to item B; Yes to all others
- 29 Chad Kent – Yes
- 30 Duane Sarmiento – Yes
- 31 Susan Vernacchio – Yes
- 32 Roseanne Lombardo - Yes  
33

34 Motion: (Kent/Chapkowski) to approve the following:  
35

- 36 K. The approval of the following professional services contracts until June 30,  
37 2021:  
38

Architect of Record – Fraytak, Veisz, Hopkins, Duthie	
Auditor – Bowman & Company, LLP	\$27,000.00
Health Benefits Broker – Hardenbergh Insurance Group	
Insurance Agent – Hardenbergh Insurance Group	
Solicitor – Weiner Law Group	\$165.00 per hour

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**RESOLUTION – CONTRACT EXECUTION**

**WHEREAS**, funds are available for this purpose; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 18A:18-5 et. seq) no longer requires that the resolution authorizing the award of contracts for "Professional Services" be bid competitively;

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Education of Greenwich Township, County of Gloucester and the State of New Jersey, as follows:

1. The President and Secretary are hereby authorized and directed to execute contracts until June 30, 2020:
  - a. Bowman & Company, LLP for auditing and accounting services.
  - b. Weiner Law Group for legal representation.
  - c. Hardenbergh Insurance Group for Health Benefits.
  - d. Hardenbergh Insurance Group for insurance agent.
  - e. Fraytak, Veisz, Hopkins, Duthie for Architect of Record.
  
2. The above contracts are awarded without competitive bidding as a "Professional Service" under provisions of the Local Public Contracts Law because the above persons or firms named are licensed to practice a recognized profession in the State of New Jersey, as above stated, and further such services to be performed cannot be bid competitively because it is impossible to prepare specifications for same in accordance with the above-captioned statutes.

Motion carried by unanimous voice vote.

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

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

A. Bills Lists

1. The bills as presented by the Business Administrator in the following amounts are ordered paid. (Attachment)

Number	Amount
#78B-2020	\$165.75

#79-2020	\$17,523.56
#80-2020	\$112,261.33
#81-2020	\$17,757.00
#82-2020	\$2,781.14
#83-2020	\$119,106.14
#84-2020	\$212,612.23
<b>TOTAL AMOUNT \$482,207.15</b>	

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B. Voided Checks

1. The approval to void the following checks:

Check#	Vendor	Amount	Account
24783	Academy of Natural Sciences	\$106.80	Current
27804	Heinemann Workshops	\$209.00	Current
24818	Old Barracks Museum	\$87.00	Current
24851	Institute for Educational Development	\$837.00	Current
24863	P.E.S.I., Inc.	\$219.99	Current
24814	Mobile Ed Productions	\$652.50	Current
24858	Mobile Ed Productions	\$597.50	Current
24684	Joseph Cameli	\$500.00	Current
24813	Mercadiem	\$7,700.00	Current

\*The above voided checks were due to workshops/trips being cancelled due to COVID-19.

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C. Student Activities

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the month of **May 2020**. (Attachment)

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D. Board Secretary's Report

1. The acceptance of the Board Secretary's Report for the month of **May 2020**. The Board Secretary certifies that no line item account has been over expended in violation of *N.J.A.C. 6A:23A-16.10(c)* 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Attachment)

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E. Treasurer's Report

1. The approval of the Treasurer's Report in accordance with *18A:17-36* and *18A:17-9* for the month of **May 2020**. The Treasurer's Report and the Board Secretary's Report are in agreement for the month of **May 2020**.

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1 F. Revenue Certification

- 2  
3 1. The Board Secretary in accordance with *N.J.A.C. 6A:23A-16.10(c)2*  
4 certifies that there are no changes in anticipated revenue amounts  
5 of revenue sources.  
6

7 G. Board of Education Certification

- 8  
9 1. The approval of the Board of Education certification for the month  
10 of **May 2020**, that after review of the Secretary's monthly financial  
11 reports and upon consultation with the appropriate district officials,  
12 that to the best of its knowledge no major accounts or funds have  
13 been over expended in violation of *N.J.A.C. 6A:23A-16.10(c)4* and  
14 that sufficient funds are available to meet the district's financial  
15 obligations for the remainder of the year.  
16

17 H. Transfer List

- 18  
19 1. The ratification of transfers, authorized by the Superintendent, for  
20 the month of **May 2020**, to give balances to new accounts and to  
21 balance existing accounts.  
22

23 Motion carried by unanimous voice vote.  
24

25 **7. OLD BUSINESS**

26 None at this time.  
27

28  
29 **8. NEW BUSINESS**

30  
31 A. Committee Report

32 None at this time.  
33  
34

35 B. New Business

- 36  
37 1. Discussion regarding new District School Physician, Dr. David  
38 Koerner from Voorhees Family Practice.  
39

40 Motion: (Vernacchio/Kent) to approve the new District School Physician,  
41 Voorhees Family Practice at a rate of \$4,700.00.  
42  
43  
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1                                            **RESOLUTION – CONTRACT EXECUTION**

2  
3                    **WHEREAS**, funds are available for this purpose; and

4  
5                    **WHEREAS**, the Local Public Contracts Law (N.J.S.A. 18A:18-5 et.  
6 seq) no longer requires that the resolution authorizing the award of  
7 contracts for “Professional Services” be bid competitively;

8  
9                    **NOW, THEREFORE, BE IT RESOLVED**, by the Board of  
10 Education of Greenwich Township, County of Gloucester and the State of  
11 New Jersey, as follows:

- 12
- 13                    1.     The President and Secretary are hereby authorized and directed to  
14                    execute contracts until June 30, 2020:
  - 15                                            a.     Dr. David Koerner, Voorhees Family Practice, for medical  
16                                            services
  - 17
  - 18                    2.     The above contracts are awarded without competitive bidding as a  
19                    “Professional Service” under provisions of the Local Public  
20                    Contracts Law because the above persons or firms named are  
21                    licensed to practice a recognized profession in the State of New  
22                    Jersey, as above stated, and further such services to be performed  
23                    cannot be bid competitively because it is impossible to prepare  
24                    specifications for same in accordance with the above-captioned  
25                    statutes.  
26

27  
28                    Motion carried by unanimous voice vote.

29  
30                    2.     **Projects – Security & Facility**

31  
32                    Scott Campbell said since the school closing on March 13, 2020, the  
33                    schools have been kept up pretty well. There has been no wear and tear  
34                    on the buildings and they are pretty clean. Some projects that we are  
35                    moving forward with are the lighting at the back of Broad Street School,  
36                    camera upgrades to Nehaunsey Middle School and door security at both  
37                    schools. We are also getting pricing to replace the sidewalk and curbing  
38                    on Hudson Street.

39  
40                    **9.     CORRESPONDENCE**

41  
42                    A.     NJQSAC review from the State Department of Education. (Attachment)  
43

1. Dr. Jennifer Foley-Hindman said we did receive the review and we did meet the 80% of all categories which identifies us as a high-performing district.

**10. 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 that the Board does take.

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

No public comment at this time.

**11. ADJOURNMENT**

Motion: (Kent/Lombardo) to adjourn the meeting at 7:07 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, August 10, 2020 at 6:30 p.m. \*\**

**\*PLEASE NOTE: THERE IS NO BOARD MEETING IN THE MONTH OF JULY\***