

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 Monday, October 19, 2009 in the Nehaunsey Middle School library.

5
6 The meeting was called to order by Vice-President Loraine LaPalomento at 7:00 p.m.

7
8 **Roll Call:**

9
10 Loraine LaPalomento
11 Louis Fabiani
12 Frederick Reel
13 James Worrell
14

15 Also present were Mr. Robert Suessmuth, Interim Superintendent and Scott A.
16 Campbell, School Business Administrator/Board Secretary.

17
18 **Absent:**

19
20 Frank J. Minniti
21 Robyn Glocker Hammond
22 Susan Vernacchio
23

24 As required under the guidelines of the Open Public Meeting Law, notice of this meeting
25 was sent to the **Gloucester County Times**, **Courier Post** and the **Township Clerk**. It
26 was also posted in the Greenwich Township School Buildings. (Optional: Audio-taping
27 Regulations – “The proceedings of this meeting are being audio-taped and anyone
28 wishing to discuss an individual child should so note.”)
29

30 Flag Salute

31
32 **1. PRESENTATION**

33
34 Robert Suessmuth, Interim Superintendent, gave a presentation on the District’s
35 2008-2009 Violence & Vandalism Report. (Attachment – EXHIBIT A)

36
37 **Louis Fabiani** asked **Robert Suessmuth** about the incident with the knife. He
38 wanted to know if the situation was handled by the principal at her discretion
39 or it is something that warrants something else?

40 **Robert Suessmuth** responded that anything that involves a weapon, drugs
41 and/or inappropriate touching or contact, the police are immediately called. The
42 police then do their investigation and if they feel there was no intent, it will then
43 be handled by the school and the parents will be called.
44

45 No further comments.

1 **2. MINUTES**

2
3 Motion: (Fabiani/Worrell) to approve the minutes:

4
5 September 21, 2009 – Regular Meeting
6 September 21, 2009 – Executive Session
7

8 Motion carried by unanimous roll call vote.
9

10 **3. SUPERINTENDENT'S REPORT**

11
12 Motion: (Worrell/Fabiani) to approve the following as one, A & B:

13
14 A. Administrative Reports

- 15
16 1. Enrollment Statistics, Fire Drills and Suspensions as of September
17 30, 2009. (Attachment – EXHIBIT C1)
18
19 2. School Health Services Monthly Reports as of September 30,
20 2009. (Attachment – EXHIBIT C2)
21
22 3. 2009-2010 Violence & Vandalism Report as of September 30,
23 2009. (Attachment – EXHIBIT C3)
24
25 4. Monthly Report of Attendance Office as of September 30, 2009.
26 (Attachment – EXHIBIT C4)
27

28 B. School Nursing Services Plan

- 29
30 1. The approval of the Greenwich Township School District School
31 Nursing Services Plan for the 2009-2010 school year. (A copy is
32 available for review in the Superintendent's Office.)
33

34 Motion carried by unanimous roll call vote.
35

36 **4. PERSONNEL**

37
38 Motion: (Worrell/LaPalomanto) to approve the following as one, A-G:

- 39
40 A. The approval for the acceptance of the resignation/retirement of
41 Marcelline Eachus, RN, School Nurse, effective February 1, 2010.
42 (Attachment – EXHIBIT D)
43

1
2
3
4
5
6
7

- B. The approval for the medical leave of absence (FMLA) for Gerardo Batista, Custodian, Broad Street School, beginning November 2, 2009 until November 30, 2009. (Attachment – EXHIBIT E)
- C. The approval to appoint the following teaching staff member for the extra-curricular position listed below for the 2009-2010 school year.

Position	Stipend per Hour	Not to Exceed	Staff Member
Broad Street School After School Support	\$30.00	\$1,400.00	Suzanne Morris

8
9
10
11
12
13
14
15
16
17
18

- D. The resolution herein seeking permission of the Commissioner to employ the below recommended support staff applicant on an emergent basis for a period not to exceed three (3) months pending a positive Criminal History check and/or completion of required paperwork:

The approval for the appointment of Jennifer Landrum as a Part-Time Computer Technician for the 2009-2010 school year, five days a week, 4 hours per day, at an hourly rate of \$20.00 per hour (additional hours must be administratively approved), no benefits.

19
20
21
22
23
24
25
26
27
28
29
30

- E. The approval to amend the salary of Steven Wehrle, Physical Education Teacher, to \$48,936.00 (Step 2, BA+30) from \$47,599.00 (Step 2, BA) for the 2009-2010 school year effective retroactive to September 1, 2009.
- F. The approval for the payment of tuition reimbursement for Steven Wehrle, Teacher, for courses to be taken at West Virginia University (Spring, 2010), Supervision Techniques in Physical Education and Motor Development for Special Populations, for amounts not to exceed the current NJ state college tuition rate pending completion/verification of required documentation as per Article XII, Section I, of the GTEA/Board Agreement.

31
32
33
34

- G. The approval for the appointment of the following Substitute Teachers for the 2009-2010 school year. Substitute rate will be \$70.00 a day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 a day:

Samantha Egbert Francis Schwartz, III

37
38
39
40
41
42

Louis Fabiani asked what the classroom support was for in item C? **Robert Suessmuth** responded that it basically was for homework tutoring support. **Mr. Fabiani** also asked about item F. He wanted to know if Steve Wehrle was attending West Virginia State University and are we only paying for the tuition and not the room and board? **Mr. Suessmuth** replied that it was an on-line course which many colleges are offering now and we are only paying for tuition.

1 Motion carried by unanimous roll call vote.
2

3 **5. CURRICULUM & INSTRUCTION**
4

5 Motion: (Worrell/Fabiani) to approve the following as one, A-G:
6

7 A. 2009 IDEA Grant
8

- 9 1. The approval of the submission of the 2009 IDEA Grant
10 Amendment as specified in the grant application description with no
11 total change in the grant amount.
12

- 13 B. The approval for acceptance of the revised 2009-2010 Italian Funding
14 Agreement from the Italian American Committee on Education in the
15 amount of \$20,000.00 as per the attached. (Attachment – EXHIBIT F)
16 This includes a payment of \$100.00 for the IACE membership fee.
17

18 C. Classroom Observation
19

- 20 1. The approval for the following student from Wilmington University to
21 conduct 35 hours of classroom observation as listed below:
22

<u>Student</u>	<u>Cooperating Teacher</u>
Dennis Locantora	Nicole McGann

23
24
25
26 D. Workshops
27

- 28 1. The approval for the following individuals to attend out-of-district
29 workshops:
30

Name	Workshop Title/Location/Date	Cost
Marcelline Eachus	CPR for Health Care Providers Underwood Memorial Hospital Woodbury, NJ October 20, 2009 7:00 p.m. – 10:30 p.m.	\$50.00 Plus Mileage
Kimberly Chila EdnaMae Graham	Strategies for Teaching Students With Visual Impairments Marriott Hotel Mount Laurel, NJ October 23, 2009 9:00 a.m. – 3:00 p.m.	\$-0- Plus Mileage Plus Substitutes
Susan McAlary	Kindergarten Supervisor Workshop (sponsored by the Department of Education) Camden County Education Service Building Clementon, NJ October 27, 2009 9:30 a.m. – 2:30 p.m.	\$-0- Plus Mileage

Janet Jachimowicz-Geary	West Jersey Reading Council Fall Conference Pennsauken High School Pennsauken, NJ October 28, 2009 4:00 p.m. – 7:45 p.m.	\$40.00 Plus Mileage
Heather Crisostomo Kathy Seacrist	Effective Strategies for Classroom Behavior Management Holiday Inn Cherry Hill, NJ November 17, 2009 8:00 a.m. – 3:30 p.m.	\$155.00 each Plus Mileage Plus Substitute

1
2
3
4
5
6

E. Field Trips

1. The approval of Requests for Educational Trip/Transportation for the following:

Grade and/or Group	Destination/Time	Date	Estimated Related Cost	Estimated Transportation Cost	Total
Kindergarten	Duffield's Farm Market Sewell, NJ 9:30 a.m. – 12:00 p.m.	10/23/09	\$393.50	Drivers: \$180.00	\$573.50
Grade 1	Greenwich Township Public Library 12:45 p.m. – 1:45 p.m.	3/2/10	\$-0-	Drivers: \$90.00	\$90.00
Grade 1	Adventure Aquarium Camden, NJ 9:00 a.m. – 2:15 p.m.	5/5/10	\$856.00	Drivers: \$360.00 Lunch: \$16.00	\$1,232.00
Grade 8	Paulsboro High School Visitation 9:00 a.m. – 11:30 a.m.	11/3/09	\$-0-	Drivers: \$138.00	\$138.00

7
8
9
10
11
12
13
14
15
16
17
18
19
20

F. Out of District Placement

1. The retroactive approval for student #2009-14 to attend Salem County Vocational Technical School in Woodstown, NJ beginning September 1, 2009 at a tuition rate of \$13,030.00. The School Board President and School Business Administrator are authorized to execute all contracts.

G. Research Study

1. The approval for the Greenwich Township School District to participate in a family treatment research study sponsored by Children's Hospital of Philadelphia for the 2009-2010 school year.

1 This program would provide no cost access to children and families
2 to address Attention Deficit Disorder and school performance.
3

4 **Louis Fabiani** asked about item B. He wants to know how the Italian American
5 Committee wants us to utilize this money and do we have to use it this year?

6 **Robert Suessmuth** replied that the money has to be used this year preferably
7 by the end of December. **Scott Campbell** also replied that the money has to be
8 used toward salaries.
9

10 Motion carried by unanimous roll call vote.
11

12 **6. BUSINESS AND FINANCE**

13
14 Motion: (Fabiani/Worrell) to approve the following:
15

16 A. **Bills Lists**
17

- 18 1. The bills as presented by the Board Secretary in the following
19 amounts are ordered paid. (Attachment – EXHIBIT G1)
20

No#	Amount
P16	\$286,506.75
P17	\$441.53
P18	\$80,919.82
P19	\$282,970.73
P20	\$121,477.33
P21	\$115,104.79
P22	\$6,878.97
P23	\$132,329.22
P24	\$289,838.79

21
22 Motion carried by unanimous roll call vote.
23

24 Motion: (Fabiani/Worrell) to approve the following:
25

- 26 2. The approval for the following checks to be voided. (Attachment –
27 EXHIBIT G2)
28

Check#	Vendor	Amount
7788	NASSP	\$95.00
7708	Office Weights & Measures	\$20.00

29
30 Motion carried by unanimous roll call vote.

as of August 31, 2009, after review of the Board Secretary's Report for August 2009 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.6A:23:23-2.11(b) and that sufficient funds are available to meet the district's financial obligation for the remainder of the fiscal year.

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 August 2009. The Treasurer's Report and Secretary's Report are in agreement for the month of August, 2009. (Attachment – EXHIBIT J)

F. Transfer List

1. The ratification of transfers, authorized by the Superintendent, for the month of August, 2009 to give balances to new accounts and to balance existing accounts. (Attachment – EXHIBIT K)

Motion carried by unanimous roll call vote.

Motion: (Worrell/Fabiani) to approve the following:

G. School Bus Emergency Evacuation Drill Reports

1. The acceptance of the School Bus Emergency Evacuation Drill Reports as follows. (Attachments – EXHIBITS L1, L2 and L3)

School	Date	Time	Location	Bus Route Numbers
Broad Street	9/24/09	9:00 a.m.	Bus Platform	GR01, GR02, GR04, GR05, GPS1, GPS2
Nehaunsey	9/24/09	1:30 p.m.	Bus Platform	GRN1, GRN2, GRN3, GRN4, GRN5
GCIT-Career Center Sewell, NJ	9/29/09	8:00 a.m.	Parking Lot	GRP B

Louis Fabiani wanted to know if the students are involved in the bus evacuation drill? **Scott Campbell** responded that they are involved. The drivers do it with the students involved.

Motion carried by unanimous roll call vote.

1 Motion: (Fabiani/Worrell) to approve the following:
2

3 H. Resolution
4

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

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

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

19 **WHEREAS**, the required maintenance activities as listed in
20 the attached document for the various school facilities of the Greenwich
21 Township School District are consistent with these requirements, and
22

23 **WHEREAS**, all past and planned activities are reasonable to
24 keep school facilities open and safe for use or in their original condition
25 and to keep their system warranties valid,
26

27 **NOW, THEREFORE, BE IT RESOLVED**, that the
28 Greenwich Township School District hereby authorizes the School
29 Business Administrator to submit the attached Comprehensive
30 Maintenance Plan for the Greenwich Township School District in
31 compliance with Department of Education requirements. (Attachment –
32 EXHIBIT M)
33

34 Motion carried by unanimous roll call vote.
35

36 Motion: (Fabiani/Worrell) to approve the following:
37

- 38 2. The acceptance of the resolution to terminate the medical plan under
39 Horizon Blue Cross/Blue Shield of New Jersey and to adopt the
40 AmeriHealth medical plan effective January 1, 2010. (Attachment –
41 EXHIBIT N)
42

43 Motion carried by unanimous roll call vote.
44
45

1 Motion: (Worrell/Fabiani) to approve the following:
2

3 I. Annual Required Maintenance Budget
4

- 5 1. The acceptance of the Annual Required Maintenance Budget
6 Amount Worksheet (Form M-1). This form is used as a tool to help
7 districts estimate the annual required maintenance budget amount
8 to be submitted with the district's Comprehensive Maintenance
9 Plan (CMP). (Attachment – EXHIBIT O)
10

11 Motion carried by unanimous roll call vote.
12

13 Motion: (Worrell/Fabiani) to approve the following:
14

15 J. Maximum Capital Reserve Statement
16

- 17 1. The acceptance of the Maximum Capital Reserve Statement. The
18 Greenwich Township Public Schools have over 41 projects
19 identified in its Five-Year Long-Range Facility Plan that have not
20 been identified or advanced. The projects have an estimated total
21 cost over the five-year period of \$8,643,500.00. It is estimated that
22 the district may be eligible for State Debt Service or EDA grant
23 funds for these projects in the amount of \$3,457,400.00.
24 Accordingly, the estimated local share of these projects is
25 \$5,186,100.00. The local share amount of \$5,186,100.00
26 represents the maximum amount the Greenwich Township Public
27 Schools may deposit in its capital reserve fund for the 2009-2010
28 school year.
29

30 Motion carried by unanimous roll call vote.
31

32 **7. TUITION RATES**
33

34 Motion: (Worrell/Fabiani) to approve the following:
35

- 36 A. The approval of the 2009-2010 tuition contracts with the Paulsboro School
37 District. The net amount of tuition is \$1,292,975.00. This includes regular
38 and special education placements as per the attached. Also, permission
39 is granted for the Board President and Business Administrator to execute
40 the corresponding contracts. (Attachment – EXHIBIT P)
41

42 Motion carried by unanimous roll call vote.
43
44
45

1 **8. USE OF FACILITIES**

2
3 Motion: (Worrell/Fabiani) to approve the following as one, A-D:

- 4
5 A. The retroactive approval for the Gibbstown PTA to use the Broad Street
6 School auditorium from 4:00 p.m. – 9:00 p.m. for movie nights on the
7 following dates: Friday, October 16, 2009 and Friday, March 19, 2010 for
8 Grades K-2 and Friday, November 13, 2009 and Friday April 16, 2010 for
9 Grades 3-4.
10
11 B. The approval for the Greenwich Township Recreation Committee to use
12 the Broad Street School Gymnasium for a Halloween Party for Gibbstown
13 residents on Friday, October 23, 2009 from 5:00 p.m. to 10:00 p.m.
14
15 C. The approval for Gibbstown Hockey to use the Nehaunsey Middle School
16 lobby for hockey sign-ups from 6:00 p.m. to 8:00 p.m. on the following
17 dates: Wednesday October 28, 2009; Wednesday November 4, 2009;
18 Wednesday November 11, 2009; and Friday November 13, 2009.
19
20 D. The approval for Gibbstown Girl’s Basketball to use the Nehaunsey Middle
21 School lobby for registration and the Broad Street School and Nehaunsey
22 Middle School gymnasiums for basketball practice and games. (See
23 attached for dates and times. Attachment – EXHIBIT Q)
24

25 Motion carried by unanimous roll call vote.

26
27 **9. OLD BUSINESS**

28
29 **Louis Fabiani** commented on the resignation/retirement of the Broad Street
30 School nurse and if we started interviewing for that position? **Robert**
31 **Suessmuth** responded that we have not started interviewing yet.
32

33 **10. NEW BUSINESS**

34
35 **Fred Reel** stated that the board receives a magazine from the New Jersey
36 School Boards Association bi-monthly. He said there are interesting articles in
37 there and he made copies of several articles to pass out to the board members.
38 He wanted to know if we established a nepotism policy according to NJAC
39 6.23(a) as a condition of receiving state aid? **James Worrell** said that every
40 school board member received a copy of it at the board ethics training. **Scott**
41 **Campbell** said they were handed out in April after being sworn in. **Mr. Reel**
42 wants to know if we conform to that policy? **Robert Suessmuth** stated that we
43 do conform to that policy as it is a condition for state aid. He also stated that we
44 have a company called Strauss/Esmay that makes sure every district is in
45 compliance with all the policies.

1 **Mr. Reel** had another statement about a workshop that **Sue Vernacchio** went to
2 about negotiations. He would like to know when we get involved in negotiations
3 with the teachers' contract? **Mr. Suessmuth** replied that in speaking with the
4 board president, our timeline is to go into Executive Session at our next meeting
5 & spend some time working on items that need to be addressed. Usually in
6 November, we receive a letter from the GTEA informing us that they are
7 prepared to begin the bargaining process. There usually is another meeting in
8 December to agree on some dates and by the first of the year, the serious
9 process begins. **Mr. Reel** feels that there should be something brought to the
10 board meeting about how the workshop went and also if there is some criteria for
11 how the negotiation process works. **Mr. Suessmuth** stated that that would be
12 part of the November meeting discussion in executive session.

13 **Mr. Reel** then asked about the accreditation for schools and if our schools are
14 accredited? **Mr. Suessmuth** responded that the accreditation that our schools
15 go through is the NJQSAC evaluation. That evaluation was done several years
16 ago and our school did meet the criteria.

17 Lastly, **Mr. Reel** wanted to know if we are "on board with H1N1" and would like
18 Mr. Suessmuth to give an update. **Mr. Suessmuth** stated that we are "on
19 board". He also stated that he has attended meetings with Cathy Tortella and
20 have been working with the Paulsboro School District to set up the first regional
21 clinic to move forward for those who are interested in receiving the H1N1 shot. It
22 is **NOT** mandatory. **Cathy Tortella** said it will be limited to the younger ones but
23 we don't know as of yet how many vaccines we will receive until we get our
24 conference call from the Health Department. **Mrs. Tortella** went on to say that
25 she received a phone call from a concerned parent about why a letter didn't go
26 home about a confirmed case of H1N1 in an 8th grade student. **Mrs. Tortella**
27 informed the parent that she wouldn't have that information because what
28 doctors are doing now is anyone that shows up in the office with flu-like
29 symptoms, they are treating like H1N1 because the seasonal flu is not out yet.
30 **James Worrell** asked if there was a difference in the symptoms between the
31 H1N1 and the seasonal flu? **Mrs. Tortella** stated that it is basically the same
32 symptoms except there may be some nausea and vomiting with the H1N1 and it
33 comes on quickly just the seasonal flu but it is not believed to be seasonal right
34 now. The nurses have been asked by the health department to keep a
35 surveillance report. Everyday the school nurses are writing down how many
36 students are absent, why they are absent and if there are a large cluster of
37 absents, we are to call the health department. So we are planning with
38 Paulsboro probably around the second or third week of November to run the first
39 school-based clinic in our county. We have been asked by the county
40 superintendent to regionalize. So that's why we are planning this with the
41 Paulsboro School District. **Mr. Worrell** commended **Mrs. Tortella** on a job well
42 done. **Mr. Suessmuth** also stated that we have become diligent in keeping
43 surfaces clean. We have hand sanitizers in place and are encouraging students
44 to use them. **Mrs. Tortella** also asked about exhibit M and if it would include
45 providing hands-off hand sanitizers for students and staff? **Scott Campbell**

1 responded that exhibit M has to do with maintenance issues such as boilers, air
2 conditioning, heating, plumbing, electrical, asbestos abatement and what **Mrs.**
3 **Tortella** is asking for is considered a custodial issue. **Mr. Suessmuth** has
4 considered suspending the perfect attendance award for this year due to the fact
5 that students need to stay home if they are sick especially if they are showing
6 signs of the flu.

7
8 **11. CORRESPONDENCE**

9
10 None at this time.

11
12 **12. BOARD OF EDUCATION COMMITTEE REPORTS**

13
14 **Robert Suessmuth** stated that the board will be receiving the current contracts
15 to look through in preparation for the next meeting.

16
17 **13. PUBLIC - AGENDA/NON-AGENDA ITEMS**

18
19 This is the time when anyone from the public who wishes to speak to the Board
20 may do so. Please state your name, address and phone number. The Board will
21 hear your concerns. The Board may or may not take action this evening. You
22 will be notified either at this meeting, by letter or telephone of any action the
23 Board does take.

24
25 **Lee Lucas**, 361 Democrat Road, Gibbstown, NJ encourages school board
26 members to speak openly about contract negotiations. He wanted to know how
27 if there are a certain amount of days or weeks before it goes to resolution that it
28 is presented to the public? **Robert Suessmuth** stated that the public does not
29 see it until the board has voted on it. The union and board get to see it but the
30 public does not. **James Worrell** stated that it is no different that any other
31 negotiation. **Mr. Lucas** asked if the public can join in on the discussion of the
32 negotiations? **Mr. Worrell** stated "no". **Mr. Lucas** then said he doesn't agree
33 with that and wanted to know if you have to make contracts with the union--Is it
34 mandatory? **Mr. Suessmuth** responded that we are obligated to recognize their
35 organization.

36
37 **Cathy Tortella**, 414 Swedesboro Road, Gibbstown, NJ commented that "our
38 township voted our Board of Education in--they are your representatives so they
39 are bargaining in good faith with the union, but you've elected them to do that."
40 **Mrs. Tortella** also asked about the student going to Salem County Vo-Tech.
41 She wanted to know if we are paying for transportation for that student? **Scott**
42 **Campbell** responded, "yes".

43
44 **Louis Fabiani** commented that the townspeople have the duty to question what
45 we are doing. As a board of education, we have to answer to the people and we

1 are going to try to be as open as possible. **Robert Suessmuth** stated that the
2 “nature of the process” is confidential. To keep it from becoming a circus, if it
3 isn’t confidential, it can create “unrest” in the community. We are dealing with
4 young lives and you don’t want to put them in the middle of an adult issue.
5

6 **Fred Reel** asked about a school that was on strike but didn’t know what school it
7 was. He was told it was a Catholic School.
8

9 **14. ADJOURNMENT**

10
11 Motion: (Fabiani/Worrell) to adjourn the meeting at 7:50 p.m.
12 p.m.
13

14 Motion carried by unanimous voice vote.
15

16
17 Respectfully Submitted,
18

19
20 _____
21 Scott A. Campbell, Board Secretary
22
23