

## OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held Tuesday, May 20, 2003 in the Nehaunsey Middle School Multi-purpose room.

The meeting was called to order by President Frank J. Minniti at 7:05 p.m.

Roll Call:

Frank J. Minniti  
Joseph G. Marcucci  
Marie Downes  
Robyn Glocker Hammond

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

Absent:

Joseph Duca  
Larry Hall

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

Flag Salute

1. PRESENTATION

A. A presentation was made by the Sons of Italy to the Greenwich Township Board of Education recognizing the Boards commitment to instituting the Italian Language into the curriculum.

2. MINUTES

Motion: (Marcucci/Glocker Hammond) to approve the following minutes:

April 14, 2003 - Workshop Meeting (Attachment - EXHIBIT A1)  
April 22, 2003 - Reorganization/Regular Meeting (Attachment - EXHIBIT A2)  
April 22, 2003 - Caucus (Attachment - EXHIBIT A3)  
April 30, 2003 - Special Meeting (Attachment - EXHIBIT A4)

Motion carried by unanimous roll call vote.

3. SUPERINTENDENT'S REPORT

Motion: (Marcucci/Glocker Hammond) to approve the following as one:

A. Administrative Reports

1. Enrollment Statistics, Fire Drills and Suspensions as of April 30, 2003. (Attachment - EXHIBIT B1)
2. School Health Services Monthly Reports as of April 30, 2003. (Attachment - EXHIBIT B2)
3. 2002-2003 Violence & Vandalism Report as of April 30, 2003. (Attachment - EXHIBIT B3)
4. Monthly Report of Attendance Officer as of April 30, 2003. (Attachment - EXHIBIT B4)

Motion carried by unanimous roll call vote.

4. PERSONNEL

Motion: (Downes/Glocker Hammond) to approve the following, A-B, as one:

- A. The approval of the Job Description for the Confidential Secretary to the Business Administrator/Board Secretary as per the attached. (Attachment - EXHIBIT C1)
- B. The approval of the revised Job Description for the Secretary to the Superintendent as per the attached. (Attachment - EXHIBIT C2)

Motion carried by unanimous roll call vote.

Motion: (Marcucci/Glocker Hammond) to approve the following, C-D, as one:

- C. The approval for the appointment of the following individual as the Greenwich Township School District Affirmative Action Officer and the Greenwich Township School District Title IX Coordinator for the 2003-2004 school year.

Suzanne Gibson  
Greenwich Township School District

Nehaunsey Middle School  
415 Swedesboro Road  
Gibbstown, NJ 08027

- D. The approval for the appointment of the following individual as the Greenwich Township School District Section 504 Compliance Officer and the Greenwich Township School District ADA Coordinator for the 2003-2004 school year.

Robert Kiliany  
Greenwich Township School District  
Broad Street School  
255 West Broad Street  
Gibbstown, NJ 08027

Motion carried by unanimous roll call vote.

Motion: (Glocker Hammond/Downes) to approve the following, E-O, as one:

- E. The approval for the appointment of Janet Lani as Librarian at the Nehaunsey Middle School for the 2003-2004 school year at an annual salary of \$39,361.00 (Step 1 - MA) with benefits.
- F. The Resolution herein seeking permission of the Commissioner to employ the below recommended certificated and support staff applicants on an emergent basis for a period not to exceed three (3) months pending completion of a County Substitute Teacher Application and/or a positive Criminal History Check:
1. The approval of Elizabeth Arnold as Substitute Teacher for the 2002-2003 School Year. Substitute rate will be \$65.00 a day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 a day.
  2. The approval of Geraldine T. Plucinski as Substitute Cafeteria/Lunchroom Aide and Substitute Kitchen Worker for the 2002-2003 school year. Substitute rate will be \$7.55 per hour.
- G. The approval for appointment of Lisa Capasso as Substitute Payroll/Business Office Clerk for the 2002-2003 school year. Substitute rate will be \$13.39 per hour.
- H. The approval for reappointment of the following individuals as Substitute Teachers for the 2003-2004 school year. Substitute rate will be \$70.00 a day, up to and including ten (10) day. After ten (10) days, the rate increases to \$75.00 a day.

Tara Atkinson	Melissa Long
George Schreyer	Joseph Benne
Dawn Michael	Ellen Sheilds
Nicole DiSilvio	Christa Morris
Dawn Sizemore	Nancy Dwyer
Christine Nickerson	Deborah Silvestro
Daniel Giorgianni	Janet Oliveri
Stephania Tomaszewski	Michelle Graham
Julia Anne Redfield	Dawn Urmev
Jason Guinaugh	Kimberly Robostello
Jacqueline Williams	Lorraine Haddock
Michael Robostello	

- I. The approval for reappointment of the following individuals as Substitute Nurses for the 2003-2004 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.

JoAnn Kelly	Ellen Sheilds
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- J. The approval for reappointment of the following individuals as Substitute Bus Drivers for the 2003-2004 school year. Substitute rate of pay will be \$12.00 per hour.

Cathleen Clark	Frank Schmutz, Sr.
Henry Ramer	Dean Sizemore

- K. The approval for reappointment of the following individuals as Substitute Bus Aides for the 2003-2004 school year. Substitute rate of pay will be \$7.75 per hour.

Regina Minniti

**\*\*Frank J. Minniti abstained.\*\***

- L. The approval for reappointment of the following individuals as Substitute Cafeteria/Lunchroom Aides for the 2003-2004 school year. Substitute rate of pay will be \$7.75 per hour.

Tina DeAngelo	Lisa Maden
Terri Garzarelli	Judith Maurer

- M. The approval for reappointment of the following individuals as Substitute Custodians for the 2003-2004 school year. Substitute rate of pay will be

\$8.00 per hour.

Andre Bay

Charline Viereck

- N. The approval for reappointment of the following individuals as Substitute Kitchen Workers for the 2003-2004 school year. Substitute rate of pay will be \$7.75 per hour.

Eleanor Blum  
Tina DeAngelo

Lisa Maden  
Judith Maurer

- O. The approval for reappointment of the following individuals as Substitute Secretaries for the 2003-2004 school year. Substitute rate of pay will be \$8.00 per hour.

Tina DeAngelo  
Judith Maurer  
Lisa Maden

Helen Dunk  
Annamarie Dick  
Christine Wojcik

Motion carried by unanimous roll call vote.

Motion: (Downes/Marcucci) to approve the following, P-S, as one:

- P. The approval for the appointment of Lorie Muraca as Special Education Teacher for the Pre-School Disabled 2003 Extended School Year Program effective June 20, 2003 through July 31, 2003, 2.5 hours per day at \$27.50 per hour. Not to exceed \$1,800.00.
- Q. The approval for the appointment of Elizabeth Fabiani as Teacher's Aide for the Pre-School Disabled 2003 Extended School Year Program effective June 20, 2003 through July 31, 2003, 2.5 hours per day at \$13.33 per hour. Not to exceed \$850.00.
- R. The approval for the appointment of Susan Zimmermann as Teacher of the 2003 Computer Assisted Instruction (CAI) Summer School Program effective June 20, 2003 through July 31, 2003, 5 hours per day at \$27.50 per hour. Not to exceed \$3,025.00.
- S. The approval for the appointment of the following individuals as Speech/Language Specialists for the 2003 Summer Fast ForWord Program effective June 20, 2003 through July 31, 2003, 4.25 hours per day. Not to exceed \$4,100.00 each.

Elizabeth Button

Maureen Jenzano

Motion carried by unanimous roll call vote

Motion: (Marcucci/Glocker Hammond) to approve the following:

- T. The acceptance of the resignation of Kathleen Salvatore, Head Cook/Cafeteria, effective June 30, 2003 as per the attached.

Motion carried by unanimous roll call vote.

**5. CURRICULUM & INSTRUCTION**

Motion: (Marcucci/Glocker Hammond) to approve the following:

A. Field Trips

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

GRADE AND/OR GROUP	DESTINATION/TIME	DATE	ESTIMATED RELATED COST	ESTIMATED TRANSPORTATION COST	TOTAL
8	Gloucester County Library Gibbstown, NJ	5/21/03	\$-0-	\$-0-	\$-0-
Student Council	Friendly's Restaurant King of Prussia, PA IMAX King of Prussia, PA	6/4/03	\$-0-	Bus Driver: \$175.00 Lunch: \$6.00 Tolls: \$4.50 Sub Bus Driver: \$28.00 Substitute Tchr: \$75.00	\$288.50

Motion carried by unanimous roll call vote.

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

B. Student Teachers

- 1. The approval for the placement of the following student teacher from Rowan University for the fall semester 2003:

**Student**

**Cooperating Teacher**

Lori Bylone

Janet Shivers

Motion carried by unanimous roll call vote.

**6. BUSINESS & FINANCE**

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

**A. Bills Lists**

- 1. The bills as presented by the Board Secretary in the following amounts are ordered paid. (Attachment - EXHIBIT D)

P69	\$38,581.56
<b>P70</b>	<b>\$219,491.89</b>
<b>P71</b>	<b>\$1,130.78</b>
<b>P72</b>	<b>\$102.86</b>
<b>P73</b>	<b>\$219,250.84</b>
<b>P74</b>	<b>\$334,297.58</b>
<b>P75</b>	<b>\$25,160.19</b>

Motion carried by unanimous roll call vote.

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

- B. The acceptance of the No Child Left Behind award amount for the period September 1, 2002 thru August 31, 2003 as follows:

PROGRAM NAME	GRANT NUMBER	FY 2003 AWARD AMOUNT
<b>NCLB CONSOLIDATED</b>	<b>NCLB183003</b>	
TITLE I		\$56,989
TITLE I SCHOOL IMPROVEMENT		
TITLE II - PART A		\$23,241
TITLE II - PART D		\$ 1,655

PROGRAM NAME	GRANT NUMBER	FY 2003 AWARD AMOUNT
TITLE III		
TITLE IV		\$ 2,346
TITLE V		\$ 2,185
TITLE VI		

Motion carried by unanimous roll call vote.

Motion: (Glocker Hammond/Marcucci) to approve the following:

C. Student Activities Account

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the month of April, 2003. (Attachment - EXHIBIT E)

Motion carried by unanimous roll call vote.

Motion: (Marcucci/Glocker Hammond) to accept the following, D-F, as one:

D. Board Secretary's Report

1. The acceptance of the Board Secretary's Report for the month of April, 2003. (Attachment - EXHIBIT F)

Pursuant to N.J.A.C. 6A:23-2.11(c)4, that the Greenwich Township Board of Education certifies by a roll call vote that as of April 30, 2003, after review of the Secretary's Monthly Financial Report for the month of April 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 of School Monies Report for the month of April, 2003. (Attachment - EXHIBIT G)

F. Transfer List

1. The ratification of transfers, authorized by the Superintendent, for the month of April, 2003, to give balances to new accounts and to balance



existing accounts. (Attachment - EXHIBIT H)

Motion carried by unanimous roll call vote.

Motion: (Glocker Hammond/Downes) to approve the following, G1-G2, as one:

G. Contracts

1. The approval of the 2003-2004 Contract to provide P. L. 1991, Chapter 226 Nonpublic Nursing Services between the Gloucester County Special Services School District and the Greenwich Township Board of Education. (Attachment - EXHIBIT I)
2. The approval of the 2003-2004 Agreement to provide Nonpublic Textbook Purchasing between the Gloucester County Special Services School District and the Greenwich Township Board of Education. (Attachment - EXHIBIT J)

Motion carried by unanimous roll call vote.

**7. USE OF FACILITIES**

Motion: (Glocker Hammond/Downes) to approve the following, A-B, as one:

- A. The approval for S.A.D.D. to use the Nehaunsey Middle School center courtyard for a barbeque on June 5, 2003 from 3:00 p.m. to 7:30 p.m.
- B. The approval for the Gibbstown Soccer Association to use Room #18 in the Nehaunsey Middle School on June 13, 2003 from 6:30 p.m. to 9:30 p.m. and the Nehaunsey Middle School gymnasium on June 14, 2003 from 8:00 a.m. to 2:00 p.m. to conduct Soccer "F" License Clinics for coaches.

Motion carried by unanimous roll call vote.

**8. PUBLIC - AGENDA/NON-AGENDA ITEMS**

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

No Public Comment at this time.

**9. CLOSED SESSION #1**

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

The Board of Education for Greenwich Township, assembled in public session on *May 20, 2003*, hereby resolves that an Executive Session closed to the public shall be held on *May 20, 2003* at 7:29 p.m. in the Nehaunsey Middle School located at 415 Swedesboro Road, Gibbstown, New Jersey, for discussion of certain matters which relate to items authorized by *Open Public Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.

1. Matters Involving Individual Privacy
2. Matters Relating to the Employment Relationship

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

Motion: (Downes/Marcucci) to enter into closed session at 7:29 p.m. to discuss the following:

1. Personnel

Motion carried by unanimous voice vote.

Returned from closed session at 8:00 p.m.

#### **10. VACANT BOARD SEAT**

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

- A. The acceptance of the application of Vincent Giovannitti to fill the vacant Board of Education position which expires in 2004.

Vincent Giovannitti was sworn in and takes his seat on the Board and is recognized in the roll call as present.

Motion carried by unanimous roll call vote.

#### **11. CLOSED SESSION #2**

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

certain specified purposes when authorized by Resolution.

The Board of Education for Greenwich Township, assembled in public session on *May 20, 2003*, hereby resolves that an Executive Session closed to the public shall be held on *May 20, 2003* at 8:06 p.m. in the Nehaunsey Middle School located at 415 Swedesboro Road, Gibbstown, New Jersey, for discussion of certain matters which relate to items authorized by *Open Public Meetings Act*, (N.J.S.A. 10:4-12b) to be discussed in closed session.

1. *Matters Involving Individual Privacy*
1. Matters Relating to the Employment Relationship

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

Motion: (Marcucci/Glocker Hammond) to enter into closed session at 8:06 p.m. to discuss the following:

1. Personnel
2. Legal

Returned from closed session at 8:45 p.m.

## **12. CONTRACTS/AGREEMENTS**

Motion: (Downes/Glocker Hammond) to approve the following:

- A. The approval to authorize Scott A. Campbell to accept and negotiate without public advertising the proposal submitted by Buena Plumbing, Inc. for the library renovation at Nehaunsey Middle School based on the specifications provided by Garrison Architects.

Motion carried by unanimous roll call vote.

## **13. COMMITTEE APPOINTMENTS**

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

### **2003-2004 COMMITTEE MEMBERS**

#### **BUDGET & FINANCE**

Chairperson: Frank J. Minniti  
Larry Hall

Joseph Marcucci

**BUILDINGS & GROUNDS**

Chairperson: Larry Hall  
Vincent Giovannitti  
Robyn Glocker Hammond  
Frank J. Minniti, Alternate

**CURRICULUM**

Chairperson: Marie Downes  
Joseph Duca  
Vincent Giovannitti

**NEGOTIATIONS**

Chairperson: Frank J. Minniti  
Marie Downes  
Joseph Marcucci

**PERSONNEL**

Chairperson: Joseph Marcucci  
Marie Downes  
Frank J. Minniti

**POLICY**

Chairperson: Joseph Duca  
Robyn Glocker Hammond  
Vincent Giovannitti

**PUBLICITY &  
PUBLIC RELATIONS**

Chairperson: Robyn Glocker Hammond  
Joseph Duca  
Larry Hall

**GLOUCESTER COUNTY/  
STATE BOARD ASSOCIATION**

Representative: Frank J. Minniti

**PAULSBORO BOARD  
OF EDUCATION**

Representative: Joseph Marcucci

Motion carried by unanimous roll call vote.

**14. ADJOURNMENT**

Motion: (Marcucci/Glocker Hammond) to adjourn the meeting at 8:46 p.m.

Motion carried by unanimous voice vote.

Respectfully submitted,

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A. Campbell, Board Secretary Scott