

1 **OFFICIAL MINUTES**

2  
3 of the **PUBLIC HEARING/REGULAR MEETING** of the Greenwich Township Board of  
4 Education held Thursday, March 30, 2006 in the Nehaunsey Middle School library.

5  
6 The meeting was called to order by President Frank J. Minniti at 7:00 pm.

7  
8 **Roll Call:**

9  
10 Frank J. Minniti  
11 Jo Anne Caira  
12 Larry Hall  
13 James Sorbello  
14 Susan Vernacchio

15  
16 Also present were Dr. Francine Marteski, Superintendent and Scott A. Campbell,  
17 School Business Administrator/Board Secretary.

18  
19 **Absent:**

20  
21 Robyn Glocker Hammond (Attending Paulsboro School District's Public Hearing)  
22 Marie Downes McDonald

23  
24 As required under the guidelines of the Open Public Meeting Law, notice of this meeting  
25 was sent to the Courier Post, The Philadelphia Inquirer and the Township Clerk. It was  
26 also posted in the Greenwich Township School Buildings. (Optional: Videotaping  
27 Regulations – “The proceedings of this meeting are being videotaped and anyone  
28 wishing to discuss an individual child should so note.”)

29  
30 **Flag Salute**

31  
32 **1. MOTION TO OPEN PUBLIC HEARING ON THE 2006-2007 SCHOOL BUDGET**

33  
34 Motion: (Hall/Sorbello) to open the Public Hearing portion of the meeting to  
35 present the 2006-2007 Proposed Budget.

36  
37 A. The 2006-2007 Budget presentation was made by Scott Campbell,  
38 Business Administrator/Board Secretary. (Copy of presentation attached.)

39  
40 B. Discussion open to public.

41  
42 Lee Lucas, 361 Democrat Road, Gibbstown, NJ, complimented the Board  
43 on the job they were doing and with the budget presentation. He also

1 commented that the Abbott Districts are draining the money from smaller  
2 rural districts like Gibbstown.

3  
4 Board President Frank J. Minniti thanked the Administration for their  
5 contribution during the budget process and commented that the flat state  
6 funding is severely affecting the taxpayers and making the budget process  
7 more difficult.  
8

9 **2. MOTION TO CLOSE PUBLIC HEARING**

10  
11 Motion: (Vernacchio/Minniti) to close the public hearing.

12  
13 Motion carried by unanimous roll call vote.  
14

15 **3. MOTION TO ADOPT THE 2006-2007 SCHOOL BUDGET**

16  
17 Motion: (Caira/Hall) to approve the following resolution:

18  
19 A. The approval of the following resolution:

20  
21 **BE IT RESOLVED**, the approval to submit to the voters the  
22 Detailed Budget for the 2006-2007 school year and also permission to  
23 submit to the County Superintendent as follows:  
24

|    |                      |                      |
|----|----------------------|----------------------|
| 25 | General Fund         | \$10,461,586.00      |
| 26 | Special Revenue Fund | <u>\$ 317,193.00</u> |
| 27 | Total Base Budget    | \$10,778,779.00      |

28  
29 The 2006-2007 budget as described will result in a local tax levy of  
30 \$8,376,849.00.  
31

32 Motion carried by unanimous roll call vote.  
33

34 **4. MINUTES**

35  
36 Motion: (Sorbello/Minniti) to approve the minutes:

37  
38 February 21, 2006 - Regular Meeting  
39 February 21, 2006 - Caucus  
40

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

1 **5. SUPERINTENDENT'S REPORT**

2  
3 Motion: (Vernacchio/Sorbello) to approve the following as one, A-C:

4  
5 A. Administrative Reports

- 6  
7 1. Enrollment Statistics, Fire Drills and Suspensions, as of February  
8 28, 2006 (Attachment - EXHIBIT B1)  
9  
10 2. School Health Services Monthly Reports as of February 28, 2006  
11 (Attachment - EXHIBIT B2)  
12  
13 3. 2005-2006 Violence & Vandalism Report as of February 28, 2006  
14 (Attachment - EXHIBIT B3)  
15  
16 4. Monthly Report of Attendance Officer as of February 28, 2006  
17 (Attachment - EXHIBIT B4)  
18

19 B. School Calendar

- 20  
21 1. The approval of the proposed Greenwich Township School District  
22 calendar for the 2006-2007 school year as per the attached.  
23 (Attachment - EXHIBIT C)  
24

25 C. District Policies/Regulations

- 26  
27 1. The approval of the following list of revised and newly mandated  
28 policies and required regulations on first reading. (Attachment -  
29 EXHIBIT D)  
30

31 B0147-Board of Education Compensation and Expenses  
32 R3440-Teaching Staff Members Job Expenses  
33 R4440-Support Staff Members Job Expenses  
34 P8505-School Nutrition  
35 P8506-School Lunch Program Biosecurity Plan  
36

37 Motion carried by unanimous roll call vote.  
38

39 **6. PERSONNEL**

40  
41  
42 Motion: (Caira/Hall) to approve the following as one, A-E:  
43

1 A. The retroactive approval for the appointment of Ellen Sarmiento as Part-  
2 Time Instructional Special Education Aide at Broad Street School for the  
3 remainder of the 2005-2006 school year, at a salary rate of \$120.33 per  
4 day prorated to an hourly rate of \$16.60 for 19.5 hours per week, student  
5 days only, without benefits, effective February 27, 2006.  
6

7 B. The retroactive approval to extend the school week hours for Jean Walko,  
8 Part-Time Special Education Aide, not to exceed 31.25 hours per week  
9 (8:45 am to 3:00 pm) from 19.5 hours per week for the remainder of the  
10 2005-2006 school year effective March 13, 2006.  
11

12 C. The approval for the appointment of Jane Emrick as Substitute Teacher  
13 for the 2005-2006 school year. Substitute rate will be \$70.00 a day, up to  
14 and including ten (10) days. After ten (10) days, the rate increases to  
15 \$75.00 a day.  
16

17 D. The resolution herein seeking permission of the Commissioner to employ  
18 the below recommended certificated and support staff applicant on an  
19 emergent basis for a period not to exceed three (3) months pending a  
20 positive Criminal History check and/or pending completion of required  
21 paperwork:  
22

23 1. The approval for the appointment of Frances Kinsky for the  
24 following substitute positions for the 2005-2006 school year:  
25

|  | <u>Rate of Pay:</u> |
|--|---------------------|
| 26 Substitute Cafeteria/Lunchroom Aide | \$7.75 per hour     |
| 27 Substitute Kitchen Worker           | \$7.75 per hour     |
| 28 Substitute Non-Instructional Aide   | \$7.75 per hour     |
| 29 Substitute Custodian                | \$8.00 per hour     |

30  
31  
32 E. The approval to accept an extended Leave of Absence for Frances Beth  
33 Miller from May 2, 2006 through June 30, 2006.  
34

35 Motion carried by unanimous roll call vote.  
36

37 **7. CURRICULUM & INSTRUCTION**

38  
39 Motion: (Sorbello/Vernacchio) to approve the following as one, A-E:  
40

41 A. Field Trips  
42

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

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27

| GRADE AND/OR GROUP | DESTINATION/TIME                                     | DATE     | ESTIMATED RELATED COST | ESTIMATED TRANSPORTATION COST      | TOTAL    |
|--------------------|--|----------|------------------------|------------------------------------|----------|
| Grade 8            | Technology Fair for Women & Girls<br>8:15 am-1:30 pm | 05/19/06 | \$-0-                  | Driver: \$125.00<br>Lunch: \$ 8.00 | \$133.00 |

**B. Workshops**

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

| NAME           | WORKSHOP TITLE/LOCATION/DATE  | COST                    |
|----------------|---|-------------------------|
| Ednamae Graham | Phonemic Awareness, Research and the Acquisition of Reading<br>Gloucester County College, Sewell, NJ<br>03/13/06 and 03/20/06 (6:30 pm-9:30 pm) | \$59.00<br>Plus Mileage |

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

| NAME             | WORKSHOP TITLE/LOCATION/DATE  | COST                      |
|------------------|---|---------------------------|
| Ednamae Graham   | Multisensory Reading Instructions, Strategies and Solutions that Work<br>Gloucester County College, Sewell, NJ<br>04/22/06 and 04/29/06 (9:00 am-1:00 pm) | \$75.00<br>Plus Mileage   |
| Maureen Jenzano  | NJ Speech & Hearing Association Conference<br>Atlantic City, NJ<br>05/05/06   | *\$175.00<br>Plus Mileage |
| Elizabeth Button | NJ Speech & Hearing Association Conference<br>Atlantic City, NJ<br>05/05/06   | *\$175.00<br>Plus Mileage |

\*Funded through IDEA-B Grant (\$175.00 Associate Member Fee/\$117.00 NJSHA Life Membership Fee)

**C. Special Education Week**

1. The approval to recognize May 15, 2006 through May 19, 2006 as Special Education Week in New Jersey. This year's theme is "Reaching Beyond Boundaries".

**D. Student Teacher/Field Experience**

1. The retroactive approval for the following student from Widener University for observance of Special Education programs as course requirement on March 6, 2006 and March 7, 2006.

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38

Student: Brittany Broomall                      Cooperating Teacher: Various Special Education

- 2. The approval for the following student from Rowan University for placement as Student Teacher during the Fall 2006 semester (September 5, 2006 through December 22, 2006) at Broad Street School.

Student: Laila Bundza (Grade 1)                      Cooperating Teacher: Janice Holdstein

- 3. The approval of the following student from Fairleigh Dickinson University for a 30-hour course requirement observance on April 3, 2006 through April 7, 2006.

Student: Elizabeth Walker                      Cooperating Teacher: Paula Carrozzino

E. Professional Development Plan

- 1. The approval for the acceptance of the Greenwich Township School District's Professional Development Plan for the 2006-2007 school year (copy available in Superintendent's office for your review).

Motion carried by unanimous roll call vote.

**8. BUSINESS & FINANCE**

Motion: (Hall/Vernacchio) 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 E)

|     |              |
|-----|--------------|
| P61 | \$261,706.69 |
| P62 | \$ 4,546.78  |
| P63 | \$ 70,514.31 |
| P64 | \$ 474.00    |
| P65 | \$ 64,638.61 |
| P66 | \$ 25.50     |

|     |              |
|-----|--------------|
| P67 | \$262,074.13 |
| P68 | \$199,711.44 |

2. The approval for the following check to be voided:

|             |           |
|-------------|-----------|
| CHECK# 3431 | \$ 536.00 |
|-------------|-----------|

Motion carried by unanimous roll call vote.

Motion: (Hall/Minniti) to approve the following as one, B-E:

B. Student Activities Account

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the month of February, 2006. (Attachment - EXHIBIT F)

C. Board Secretary's Report

1. The acceptance of the Board Secretary's Report for the month of February, 2006. (Attachment - EXHIBIT G)

Pursuant to N.J.A.C.6A:23-2.11(c)4, the Greenwich Township Board of Education certifies by a roll call vote that as of February 28, 2006, after review of the Board Secretary's Report for February, 2006, 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.

D. 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 February, 2006. The Treasurer's Report and Secretary's Report are in agreement for the month of February, 2006. (Attachment - EXHIBIT H)

E. Transfer List

1. The ratification of transfers, authorized by the Superintendent, for the month of February, 2006, to give balances to new accounts and to balance existing accounts. (Attachment - EXHIBIT I)

Motion carried by unanimous roll call vote.

1  
2  
3 Motion: (Caira/Sorbello) to approve the following:  
4

5 F. Resolution  
6

- 7 1. The approval of the Travel and Related Expense Reimbursement  
8 resolution as follows:  
9

10 **WHEREAS**, the Greenwich Township Board of Education  
11 recognizes school staff and Board members will incur travel expenses related to  
12 and within the scope of their current responsibilities and for travel that promotes  
13 the delivery of instruction or furthers the efficient operation of the school district;  
14 and  
15

16 **WHEREAS**, N.J.A.C. 6A:23B-1.1 et seq. requires Board members  
17 to receive prior approval of these expenses by a majority of the full voting  
18 membership of the Board and staff members to receive prior approval of these  
19 expenses by the Superintendent of Schools and a majority of the full voting  
20 membership of the Board; and  
21

22 **WHEREAS**, a Board of Education may establish, for regular district  
23 business travel only as described in NJOMB Circular Letter 06-02, including  
24 amendments or revisions thereto, a threshold amount below which Board  
25 approval is not required; and  
26

27 **WHEREAS**, the Board of Education establishes, for regular district  
28 business travel only, an annual school year threshold of \$1,000.00 per  
29 staff/Board member where prior Board approval shall not be required unless this  
30 annual threshold for a staff/Board member is exceeded in a given school year  
31 (July 1 through June 30); and  
32

33 **WHEREAS**, travel and related expenses not in compliance with  
34 N.J.A.C.6A:23B-1.1 et seq., but deemed by the Board of Education to be  
35 necessary and unavoidable are excluded from the requirements of  
36 N.J.A.C.6A:23B-1.1 et seq.; and  
37

38 **THEREFORE, BE IT FURTHER RESOLVED**, the Board of  
39 Education approves all travel not in compliance with N.J.A.C.6A:23B-1.1 et seq.  
40 as being necessary and unavoidable as per noted on the attached Board of  
41 Education Approval of Travel and Related Expense Reimbursement Form; and  
42



1 **BE IT FURTHER RESOLVED**, the Board of Education approves  
 2 the travel and related expense reimbursements as listed on the attached Board  
 3 of Education Approval of Travel and Related Expense Reimbursement Form.  
 4

5 Motion carried by unanimous roll call vote.  
 6

7 Motion: (Vernacchio/Sorbello) to approve the following:  
 8

9 **G. Grants**

10  
 11 1. The approval to accept the Greenwich Township School District No  
 12 Child Left Behind (NCLB) Grant Award for the fiscal year 2006 as listed below:  
 13

| PROGRAM NAME            | REPORT NUMBER | FY 2006 ALLOCATION AMOUNT |
|-------------------------|---------------|---------------------------|
| NCLB CONSOLIDATED       | NCLB183006    |                           |
| TITLE I                 |               | \$54,525.00               |
| TITLE II, PART A        |               | \$20,988.00               |
| TITLE II, PART D - TECH |               | \$ 1,002.00               |
| TITLE IV                |               | \$ 2,342.00               |
| TITLE V                 |               | \$ 1,296.00               |
|                         |               |                           |
| TOTAL ALLOCATION        |               | \$80,153.00               |

14  
 15 Motion carried by unanimous roll call vote.  
 16

17 **9. USE OF FACILITIES**

18  
 19 Motion: (Hall/Sorbello) to approve the following as one, A-G:  
 20

21 A. The retroactive approval for use of the Nehaunsey Middle School Library  
 22 (Room 48) for a Drug Awareness Program hosted by Cathy Tortella and  
 23 Terry DiSanto on March 22, 2006 from 6:00 p.m. to 9:30 p.m.  
 24

25 B. The approval for the Greenwich Township PTA to use the Nehaunsey  
 26 Middle School Library (Room 48) for Meet The Candidates Night on April  
 27 6, 2006 from 7:00 p.m. to 9:00 p.m.  
 28

29 C. The retroactive approval for the Gibbstown Softball Little League to use  
 30 the Broad Street School gymnasium for light practice (no batting) from  
 31 6:00 p.m. to 7:30 p.m. on the following dates:  
 32

33 March 16, 2006                      March 23, 2006                      March 30, 2006  
 34 March 20, 2006                      March 27, 2006  
 35

- 1 D. The approval for the Gibbstown Softball Little League to use the Broad
- 2 Street School outside field for softball practice Monday thru Friday from
- 3 3:30 p.m. to 8:00 p.m. for the months of April, May and June, 2006.
- 4
- 5 E. The approval for the Greenwich Township Technology Committee to use
- 6 Room 20 for school center training from 8:00 a.m. to 3:00 p.m. on June
- 7 21, 2006 and June 22, 2006.
- 8
- 9 F. The approval for the Gibbstown Soccer Association to use the Nehaunsey
- 10 Middle School lobby for soccer registration from 6:00 p.m. to 8:00 p.m. on
- 11 the following dates:
- 12
- 13 April 26, 2006 April 28, 2006 May 1, 2006
- 14
- 15 G. The approval for the Gibbstown Soccer Association to use the Nehaunsey
- 16 Middle School soccer fields for KIXX Camp from 5:00 p.m. to 8:00 p.m. on
- 17 August 14, 2006 thru August 19, 2006.
- 18

19 Motion carried by unanimous roll call vote.

20

21 **10. OLD BUSINESS**

22

23 None at this time.

24

25 **11. NEW BUSINESS**

26

27 None at this time.

28

29 **12. CORRESPONDENCE**

30

31 A. An acknowledgement of thank you was received from Megan Sizemore,

32 recipient of Teacher of the Year honors at Broad Street School.

33

34 **13. BOARD OF EDUCATION COMMITTEE REPORTS**

35

36 None at this time.

37

38 **14. PUBLIC - AGENDA/NON-AGENDA ITEMS**

39

40 This is the time when anyone from the public who wishes to speak to the Board

41 may do so. Please state your name, address and phone number. The Board will

42 hear your concerns. The Board may or may not take action this evening. You

43 will be notified either at this meeting, by letter or telephone of any action the

44 Board does take.

1 None at this time.

2  
3 **15. CLOSED SESSION**

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

8  
9 The Board of Education for Greenwich Township, assembled in public session on  
10 March 30, 2006 hereby resolves that an Executive Session closed to the public  
11 shall be held on March 30, 2006, at 7:43 p.m. in the Nehaunsey Middle School  
12 library, Room 48, located at 415 Swedesboro Road, Gibbstown, New Jersey, for  
13 discussion of certain matters which relate to items authorized by Open Public  
14 Meetings Act, (N.J.S.A. 10:4-12b) to be discussed in closed session.

15  
16 *Matters Involving Individual Privacy*  
17 *Matters Relating to the Employment Relationship*

18  
19 It is anticipated that such matter 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: (Sorbello/Vernacchio) to enter into closed session at 7:43 pm to  
24 discuss the following:

25  
26 *Personnel*

27  
28 Motion carried by unanimous voice vote.

29  
30 Returned from closed session at 7:57 p.m.

31  
32 **16. ADJOURNMENT**

33  
34 Motion: (Caira/Hall) to adjourn the meeting at 7:58 p.m.

35  
36 Motion carried by unanimous voice vote.

37  
38  
39 Respectfully Submitted,

40  
41  
42  
43 \_\_\_\_\_  
44 Scott A. Campbell, Board Secretary

1  
2