

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **Tuesday, June 17, 2003** in the Nehaunsey Middle School multi-purpose room.

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6 The meeting was called to order by Vice-President Joseph G. Marcucci at 7:06 p.m.

7
8 **Roll Call:**

9
10 Joseph G. Marcucci
11 Marie Downes
12 Larry Hall
13 Robyn Glocker Hammond

14
15 Also present were Dr. Francine Marteski, Superintendent and Mr. Scott A. Campbell,
16 School Business Administrator/Board Secretary.

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

23
24 **FLAG SALUTE**

25
26 **1. CLOSED SESSION**

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28 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*
29 *6, et seq.*, which provides that an Executive Session, not open to the public, may
30 be held for certain specified purposes when authorized by Resolution.

31
32 The Board of Education for Greenwich Township, assembled in public session on
33 **June 17, 2003** hereby resolves than an Executive Session closed to the public
34 shall be held on **June 17, 2003**, at **7:09 p.m.** in the Nehaunsey Middle School
35 library, Room 48, located at 415 Swedesboro Road, Gibbstown, New
36 Jersey, for discussion of certain matters which relate to items authorized by
37 *Open Public Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed
38 session.

- 39
40 1. Matters Involving Individual Privacy
41 2. Matters Relating to the Employment Relationship
42 3. Matters Where the Release of Information May Impair the Right to
43 Receive Funds
44

1 It is anticipated that such matter may be disclosed to the public upon the
2 determination of the Board that applicable exception no longer applies and the
3 public interest will no longer be served by such confidentiality.
4

5 Motion: (Hall/Downes) to enter into closed session 7:09
6 p.m. to discuss the following:
7

8 A. Personnel
9

10 Motion carried by unanimous voice vote.
11

12 Returned from closed session at 7:34 p.m.
13

14 **2. MINUTES**
15

16 Motion: (Glocker Hammon/Downes) to approve the following minutes:
17

18	May 12, 2003	Special Workshop Meeting (Attachment-EXHIBIT A1)
19	May 12, 2003	Caucus (Attachment-EXHIBIT A2)
20	May 12, 2003	Workshop Meeting (Attachment-EXHIBIT A3)
21	May 12, 2003	Caucus (Attachment-EXHIBIT A4)
22	May 20, 2003	Regular Meeting (Attachment-EXHIBIT A5)
23	May 20, 2003	Caucus #1 (Attachment-EXHIBIT A6)
24	May 20, 2003	Caucus #2 (Attachment-EXHIBIT A7)

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26 Motion carried by unanimous roll call vote.
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28 **3. SUPERINTENDENT'S REPORT**
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30 Motion: (Downes/Hall) to approve the following as one (A-C):
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32 A. Administrative Reports
33

- 34 1. Enrollment Statistics, Fire Drills and Suspensions, as of May 31,
35 2003. (Attachment – EXHIBIT B1)
36
- 37 2. School Health Services Monthly Reports as of May 31, 2003.
38 (Attachment – EXHIBIT B2)
39
- 40 3. 2002-2003 Violence and Vandalism Report as of May 31,
41 2003. (Attachment – EXHIBIT B3)
42
- 43 4. Monthly Report of Attendance Officer as of May 31, 2003.
44 (Attachment – EXHIBIT B4)
45

1 B. 2003-2004 Multi-Year Equity Plan

2
3 Recommend approval of the Statement of Assurances for the Multi-Year
4 Equity Plan (MYEP) for the 2003-2004 school year as outlined below:

- 5
6 1. The district will achieve and maintain compliance with N.J.A.C. 6:4;
7 Titles VI and VII of the Civil Rights Act of 1964; Title IX of the
8 Educational Amendments of 1972; and Chapter 83 of the Title 18A
9 (harassment and bullying prevention); the Guidelines for the
10 Desegregation of Public Schools in New Jersey; and the
11 Rehabilitation Act of 1973.
12
13 2. The district will continue the implementation of its approved Multi-
14 Year Equity Plan (MYEP) from the 2001-2003 objectives through
15 June 30, 2004.
16

17 C. District Facility Task Force

18
19 Recommend approval to accept the District Facility Task Force
20 recommendation to continue exploring solutions/options regarding the
21 Nehaunsey Middle School Renovations and Addition as presented in the
22 feasibility study by Garrison Architects.
23

24 Motion carried by unanimous roll call vote.
25

26 **4. PERSONNEL**

27
28 Motion: (Glocker Hammond/Hall) to approve the following as one, (A-D):
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- 30 A. The approval for the appointment of Suzanne Gibson as Principal of
31 Nehaunsey Middle School for the 2003-2004 school year effective July 1,
32 2003 at an annual salary to be determined, with full benefits.
33
34 B. The reappointment of Henry Ramer as the District Attendance Officer for
35 the 2003-2004 school year at an annual salary of \$3,120.00
36
37 C. The reappointment of Lori Marandola as Substitute Teacher for the 2003-
38 2004 school year. Substitute rate will be \$70.00 a day, up to and including
39 ten (10) days. After ten (10) days, the rate increases to \$75.00 a day.
40
41 D. The reappointment of Margaret Lind as Substitute Bus Aide for the 2003-
42 2004 school year. Substitute rate of pay will be \$7.75 per hour.
43

44 Motion carried by unanimous roll call vote.
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1 Motion: (Downes/Glocker Hammond) to approve the following:
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3 E. The reappointment of the following unrepresented central office
4 employees for the 2003-2004 school year.
5

6 <u>POSITION</u>	7 <u>NAME</u>	8 <u>03/04 SALARY</u>
9 Superintendent	Dr. Francine Marteski	TBD
10 Business Admin/Board Secretary	Scott A. Campbell	TBD
11 Technology Coordinator	Michael Grelli	\$53,246.00
12 Certified Education Facilities Mgr.	William Houghton	\$51,500.00
13 Director of Food Services	Jerilyn Tranquillo	\$27,423.00
14 Confidential Secretary	Mary MacMichael	\$32,445.00
15 Confidential Secretary	Regina Minniti	\$31,725.00
16 Accounts Payable/Bookkeeper	Gina Casella	\$27,440.00
17 Payroll/Benefits Clerk	Debbie Truhan	\$21,933.60

18 Motion carried by unanimous roll call vote.
19

20 Motion: (Downes/Hall) to approve the following:
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22 F. Resolution herein seeking permission of the Commissioner to employ the
23 below recommended certificated and support staff applicants on an
24 emergent basis for a period not to exceed three (3) months pending
25 completion of a positive Criminal History Check:
26

27 1. The approval for appointment of Tracy J. Stouthamer as Special
28 Education Teacher at Broad Street School for the 2003-2004
29 school year at an annual salary of \$37,561.00, (Step 1 on the
30 salary guide), with full health benefits.
31

32 2. The approval for appointment of Jennifer M. Carr as Special
33 Education Teacher at Nehaunsey Middle School for the 2003-2004
34 school year at an annual salary of \$37,561.00, (Step 1 on the
35 salary guide), with full health benefits.
36

37 Motion carried by unanimous roll call vote.
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1 **5. CURRICULUM & INSTRUCTION**

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3 Motion: (Hall/Glocker Hammond) to approve the following:

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5 A. Out-of-District Placements

6
7 Recommend approval of the following listed out-of-district student
8 recommendations for the 2003/2004 School Year and Extended Summer
9 School Program:
10

NAME	PROGRAM	PLACEMENT	TYPE	TUITION	YEAR
JC	MD	Bancroft	Private	\$32,974	ESY
JD	PSD	Bancroft	Private	\$40,898	ESY
CJ	EDT	Camden Reg School	Day Tr Ctr	\$31,057	ESY
JJ	Autistic	Devereux	Private	\$47,080	ESY
JK	MD	GCSSS-Bankbridge	SSSD	\$24,000.	180 Days
MP	MD	GCSSS-Bankbridge	SSSD	\$24,000	180 Days
LM	BD	GCSSS-Bankbridge	SSSD	\$22,500	180 Days
TS	BD	GCSSS-Bankbridge	SSSD	\$22,500	180 Days
AV	MD	GCSSS-CDC	SSSD	\$28,000	ESY
PT	Autistic	GCSSS-CDC	SSSD	\$28,000	ESY
WM	MD	GCSSS-CDC	SSSD	\$28,000	ESY
AP	PSD	LARC	Private	\$33,784	ESY

11 Motion carried by unanimous roll call vote.

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13
14 Motion: (Downes/Hall) to approve the following:

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16 B. Grants

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18 1. Elementary Italian Program

19
20 Recommend retroactive approval to submit the Elementary Italian
21 Program Funding Proposal submitted to the Consulate General of
22 Italy for the 2003-2004 school year in the amount of \$25,000.00
23

24 Motion carried by unanimous roll call vote.

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26 Motion: (Downes/Hall) to approve the following:

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28 2. IDEA

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30 a. The approval to submit, to the New Jersey Department of
31 Education, an application for Individuals with Disabilities
32 Education Act (IDEA) – Basic funds in the amount of
33 \$152,252.00 for the 2003-2004 school year.
34

1 Informational: The major portion of these funds will be used
2 for out-of-district tuition for students we cannot
3 accommodate in-district. This grant will also provide a
4 summer Fast ForWord program, per case evaluations,
5 purchased services, workshops for professional
6 development and instructional materials. In addition,
7 services to non-public students are required under this grant
8 in the amount of \$5,676.00.
9

- 10 b. The approval to submit, to the New Jersey Department of
11 Education an application for Individuals with Disabilities
12 Education Act (IDEA)-Preschool funds in the amount of
13 \$11,232.00 for the 2003-2004 school year.
14

15 Informational: The funds will be used for out of district
16 tuition, a summer preschool disabled program and
17 instructional materials for the preschool disabled class. In
18 addition, services to non-public students are required under
19 this grant in the amount of \$416.00.
20

21 Motion carried by unanimous roll call vote.

22 Motion: (Hall/Downes) to approve the following:
23

24 C. Workshops
25

26 The approval for the following individual to attend an out-of-district
27 workshop:
28
29

NAME	WORKSHOP TITLE/LOCATION/DATE	COST
Janet Shivers	Enhancing Physical Education and Health Education with Technology Sicklerville, NJ August 11, 2003	\$115.00 plus mileage *encumbered 2003-04

30 Motion carried by unanimous roll call vote.
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32 **6. BUSINESS & FINANCE**
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34 Motion: (Downes/Hall) to approve the following:
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36 A. Bills Lists
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38 The bills as presented by the Board Secretary in the following amounts be
39 ordered paid:
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P76	\$221,215.28
P77	\$96,470.82
P78	\$40.84
P79	\$220,027.26
P80	\$297,498.49
P81	\$237,765.16

Motion carried by unanimous roll call vote.

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

B. Student Activities Account

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

Motion carried by unanimous roll call vote.

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

C. Board Secretary’s Report

1. The acceptance of the Board Secretary’s Report for the month of May, 2003. (Attachment – EXHIBITS F)
 - a. Pursuant to *N.J.A.C.6A:23A-16.10(c)*, the Greenwich Township Board of Education certifies by a roll call vote that as of May 31, 2003, after review of the Board Secretary’s Report for May 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:23A-16.10(c)4* and that sufficient funds are available to meet the district’s financial obligation for the remainder of the fiscal year.

Motion carried by unanimous roll call vote.

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

1 D. Treasurer's Report

- 2
3 1. The approval of the Treasurer of School Monies Report for the
4 Month of May, 2003. (Attachment – EXHIBIT G)

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6 Motion carried by unanimous roll call vote.

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8 Motion: (Hall/Glocker Hammond) to approve the following:

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10 E. Transfer List

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12 1. The ratification of transfers, authorized by the Superintendent, for
13 the month of May, 2003, to give balances to new accounts and to
14 balance existing accounts. (Attachments – EXHIBIT H)

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16 Motion carried by unanimous roll call vote.

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18 **7. FACILITIES**

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20 Motion: (Hall/Glocker Hammond) to approve the following as one, (A-C)

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22 A. 2003-2004 Alternate Toilet Room Facilities

- 23
24 1. The approval of submission of the 2003-2004 Alternate Toilet
25 Room Facilities-Early Intervention, Pre-Kindergarten and
26 Kindergarten Form to the New Jersey State Department of
27 Education to be in compliance with N.J.A.C.6A:26-6.2 (h) 4ii. This
28 would be for rooms 106, 107, 108, 110, 111 and 112 at Broad
29 Street School.

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31 B. Renewal Application for Substandard Instructional Space

- 32
33 1. The approval for submission of the 2003-2004 Renewal Application
34 for Substandard Instructional Space Form to the New Jersey
35 Department of Education.

36
37 Room #207 at the Broad Street School

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39 C. Application for Change in Use of Educational Space

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41 1. The approval for submission of the 2003-2004 Application for
42 Change of Use of Educational Space.

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44 Room #14 at Nehaunsey Middle School

1 Motion carried by unanimous roll call vote.
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3 **8. PUBLIC – AGENDA/NON-AGENDA ITEMS**
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5 This is the time when anyone from the public who wishes to speak to the Board
6 may do so. Please state your name, address and phone number. The Board will
7 hear you concerns. The Board may or may not take action this evening. You will
8 be notified either at this meeting, by letter, or telephone of any action the Board
9 does take.

10 Lorraine Eckridge, 1180 Berkley Road, Gibbstown, NJ expressed concern for her
11 son's class size for the coming school year. Her son will be in the 4th grade next
12 year.

13 Dr. Francine Marteski thanked Ms. Eckridge for her inquiry and indicated that the
14 district is within the state mandated standards. She also expressed that 21- to
15 22 students in a classroom is sufficient.

16 Ms. Eckridge again indicated that she would like to have her request re-
17 considered and feels that the class size will hurt the students. She feels the
18 district should not take such a hard-line stance.
19

20 Mike Myers, 163 Tomlin Station Road, Gibbstown, NJ wanted to know what the
21 plans were for the Broad Street School.

22 Dr. Marteski replied that the district will plan to move forward on the
23 recommendation made by the District Facilities Task Force and at the present
24 time we are not sure what is going to happen to the Broad Street facility. The
25 district has taken the preliminary steps that it has to make to provide the best
26 educational process for the students.

27 Mr. Myers is not against closing one school; he feels we never get to the point of
28 knowing what we are going to do with the vacant facility.

29 Dr. Marteski replied that as of this date no money has been spent on the
30 feasibility study and the district is willing to discuss plans for the vacant building
31 with any group.

32 Ms. Eckridge asked if all options have been explored and how people got
33 designated for this task force.

34 Dr. Marteski replied that the Task Force looked into what option they felt were
35 viable and explored them. The recommendation is made after many hours of
36 research and discussion. The Task Force consists of people asked by the Board
37 to participate and represents many cross-sections of the community; employee's,
38 parents, senior citizens, business persons and council representatives.

39 Ms. Eckridge asked if the Board has looked into getting historical grant money to
40 preserve Broad Street.

41 Vice-President Joseph Marcucci responded that grants for historical facilities
42 have been looked into by the architect and the historical "avenue" to take is not
43 as easy as it seems. It is more restricted and complicated.
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9. ADJOURNMENT

Motion: (Glocker Hammond/Hall) to adjourn the meeting at 8:06 p.m.

Motion carried by unanimous voice vote.

Respectfully Submitted,

Scott A. Campbell, Board Secretary