

1 **OFFICIAL MINUTES**

2  
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 **Monday, August 27, 2012** in the Nehaunsey Middle School library.

5  
6 The meeting was called to order by President Roseanne Lombardo at 8:07 p.m.

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8 Roll Call:

- 9  
10 Roseanne Lombardo  
11 Lisa Morina  
12 Andrew Chapkowski  
13 Jill Trainor  
14 Susan Vernacchio

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

18  
19 Absent:

- 20  
21 Louis Fabiani  
22 Jason Murschell

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 Gloucester County Times** and the **Township**  
26 **Clerk**. It was also posted in the Greenwich Township School Buildings. (Optional:  
27 Videotaping Regulations – “The proceedings of this meeting are being videotaped and  
28 anyone wishing to discuss an individual child should so note.”)

29  
30 **FLAG SALUTE**

31  
32 **1. MINUTES**

33  
34 Motion: (Vernacchio/Chapkowski) to approve the minutes:

- 35  
36 June 11, 2012 – Regular Minutes  
37 June 11, 2012 – Executive Session #1  
38 June 11, 2012 – Executive Session #2 (Revised)  
39 July 30, 2012 - Regular Minutes  
40 July 30, 2012 - Executive Session

41  
42 **Lisa Morina** wanted to comment on the June 11, 2012 Regular meeting minutes on  
43 page 18, line 35 & 36 where the Board was discussing the energy audit and the  
44 “document” that had to go to the BPU and how she “dropped them off on Friday”. She  
45 wants to clarify that she was acting on Scott Campbell’s behalf because he had to get

1 that large document to the BPU and by chance she was going to see the ombudsman at  
2 a totally separate function that had to do with her employment and instead of mailing  
3 that large document which would have cost upwards of \$10.00 or more, she handed it  
4 to him. She then needed to make a change on the Special Meeting on July 30 on page  
5 10, line 23-24. Instead of saying "except for the lighting", **Mrs. Morina** actually said  
6 was, "as an example with the lighting". Also on page 11, line 10, **Mrs. Morina** said they  
7 were talking about the programs that Rowan University has and that "we *haven't* had a  
8 lot of students participate in that". **Jill Trainor** also had a change in that same meeting  
9 on page 11, line 3. She said it states, "7:00 a.m. to 12:00 p.m." and it should read "7<sup>th</sup> to  
10 12<sup>th</sup> grade".

11  
12 Motion carried by unanimous roll call vote.

13  
14 **2. SUPERINTENDENT'S REPORT**

15  
16 Motion: (Morina/Vernacchio) to approve the following as one, A & B:

17  
18 A. Administrative Reports

- 19  
20 1. Enrollment Statistics, Fire Drills and Suspensions, as of June 30,  
21 2012. (Attachment – EXHIBIT B1)  
22  
23 2. School Health Services Monthly Reports as of June 30, 2012.  
24 (Attachment – EXHIBIT B2)  
25  
26 3. 2011-2012 Violence & Vandalism Report as of June 30, 2012.  
27 (Attachment – EXHIBIT B3)  
28  
29 4. Monthly Report of Attendance Officer as of June 30, 2012.  
30 (Attachment – EXHIBIT B4)

31  
32 B. Medical Standing Orders

- 33  
34 1. The approval of the Greenwich Township School District Medical  
35 Standing Orders for the 2012-2013 school year. (Copy available  
36 for review in the Superintendent's Office.)

37  
38 Motion carried by unanimous roll call vote.

39  
40 **3. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING**  
41 **ACTION ITEMS**

42  
43 Motion: (Morina/Chapkowski) to approve the following as one, A-F:  
44

- 1 A. The approval for the resignation of Debra Truhan, Part-Time  
 2 Payroll/Benefits Clerk, effective September 1, 2012. (Attachment –  
 3 EXHIBIT C)  
 4  
 5 B. The approval for the appointment of Carin Haabak, Part-Time Payroll  
 6 Clerk, for the 2012-2013 school year at a rate of \$23.00 per hour; hours to  
 7 be determined, no benefits.  
 8  
 9 C. The approval for the appointment of Merrie Schmidt, Treasurer of School  
 10 Monies, for the 2012-2013 school year in accordance with 18A:17-31 to  
 11 36, at an annual salary of \$3,000.00.  
 12  
 13 D. The approval for the appointment of Lisa Maden as a substitute  
 14 Cafeteria/Lunchroom Aide for the 2012-2013 school year. Substitute rate  
 15 of pay will be \$8.25 per hour.  
 16  
 17 E. The approval for the appointment of Marielena Brown for the following  
 18 substitute support staff positions for the 2012-2013 school year:

Cafeteria/Lunchroom Aide	\$8.25 per hour
Secretary	\$8.50 per hour

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 20  
 21  
 22  
 23 F. Field Experience Students

- 24  
 25 1. The approval for the following student from Rowan University to  
 26 conduct her school nursing field experience at Nehausey Middle  
 27 School for a period of 50 hours from Tuesday, September 4, 2012  
 28 through Thursday, December 20, 2012.

<u>Student</u>	<u>Cooperating Nurse</u>
Marjorie Cryan	Cathy Tortella

- 29  
 30  
 31  
 32  
 33  
 34 2. The approval for the following student from Rowan University to  
 35 conduct his field experience at Broad Street School from Tuesday,  
 36 September 4, 2012 through Tuesday, October 23, 2012.

<u>Student</u>	<u>Cooperating Teacher</u>
Arthur Kaylor	Steve Wehrle

- 37  
 38  
 39  
 40  
 41  
 42 3. The approval for the following Wilmington University student to  
 43 conduct his field experience at Nehaunsey Middle School from  
 44 Tuesday, September 4, 2012 through Tuesday, December 18,  
 45 2012.



Policy/Regulation 7510	Use of School Facilities (Revised)
Policy 8613	Waiver of Pupil Transportation (New)
Policy/Regulation 9270	Home Schooling and Equivalent Education Outside the Schools (Revised)
<b>Policy Alert No. 197 (June 2012)</b>	
Bylaw 0151	Organization Meeting (Revised)
Bylaw 0153	Annual Appointments (Revised)
Bylaw 0167	Public Participation in Board Meetings (Revised)
Bylaw 0168	Recording of Board Meetings
Policy/Regulation 2361	Acceptable Use of Computer Networks/Computers and Resources (Revised)
Policy 2363	Pupil Use of Privately-Owned Technology (New)
Policy/Regulation 2431.4	Prevention and Treatment of Sports-Related Concussions and Head Injuries (Revised)
Policy 2622	Pupil Assessment (Revised)
Policy 3282	Use of Social Networking Sites (New)
Policy 4282	Use of Social Networking Sites (New)
Policy/Regulation 6470	Payment of Claims (Revised)

1  
2 **Andrew Chapkowski** asked about “Bylaw# 0168, Recording Board Meetings”.  
3 He wanted to know if we could just post the audio portion of the meeting on-line?  
4 **Roseanne Lombardo** said it was a good point and we could look into it. **Robert**  
5 **Suessmuth** said it certainly is public information and Lisa Morina said she  
6 doesn’t know what it would take for Mr. Grelli to do that. **Mr. Chapkowski** also  
7 asked about tape-recording the committee meetings and if that should still stand  
8 in the bylaws or be amended? **Mrs. Morina** asked if we could table that in  
9 consideration of Mr. Chapkowski’s comments, until the Policy Committee can  
10 discuss it? **Mr. Chapkowski** then asked about “Policy 2363, Pupil Use of  
11 Privately-Owned Technology” and if that includes cell phones? For example, if a  
12 teacher said the student can use a cell phone, does that super-cede the different  
13 policy we have? **Susan Vernacchio** commented about the use of cell phones  
14 especially when they went on the eighth grade trip to Washington, D.C. The  
15 Board decided to hold that policy also until more information can be gathered.  
16 **Mr. Chapkowski** then asked if Mr. Suessmuth can expand on the “Use of Social  
17 Networking Sites” and why this is important to have this? **Mr. Suessmuth** said  
18 that it is a known fact that there have been issues throughout the country, where  
19 staff have inappropriately used social media to talk about students and do things  
20 that cast a negative light on their job and the district. To be pro-active, unless we  
21 have a policy in place we will be “hard-pressed” to challenge anybody. If we do  
22 have a policy in place, we can make the staff aware of it. **Mr. Chapkowski** then  
23 asked if there should be something in there to say that if pictures or comments  
24 are sent on someone else’s site that you have no control over, that we can  
25 provide help to have them removed? Can teachers be held accountable for  
26 actions that they don’t actually perform? **Mrs. Morina** said our internet or e-mail

1 policy states that it isn't what you receive because you can't control that, but it is  
 2 what you send back out. If you are the person sending the e-mail, then you are  
 3 responsible for it. **Mr. Chapkowski** said an example was of a woman who went  
 4 to Germany and someone took a picture of her with a beer, it was posted on her  
 5 friends' facebook page and the woman lost her job. He realizes that is an  
 6 extreme case but shouldn't there be a policy saying that we will work with you to  
 7 get that removed? **Mrs. Morina** wanted to know if we had a legal opinion on  
 8 that? **Mr. Suessmuth** said not directly but the attorneys are the ones that write  
 9 these policies so they are very careful about what they write. **Mrs. Lombardo**  
 10 said we are going to hold Bylaw 0168 and Policy 2363. Susan Vernacchio  
 11 amended her motion.

12  
 13 Motion carried by unanimous roll call vote.

14  
 15 **5. CURRICULUM & INSTRUCTION**

16  
 17 Motion: (Trainor/Chapkowski) to approve the following as one, A-E:

18  
 19 A. Out-of-District Placements

- 20  
 21 1. The *retroactive* approval of the following special education private  
 22 school placement for the 2011-2012 school year:  
 23

Student #ODP	Program	Tuition
2011-01	Bancroft School	\$51,058.08

24  
 25 B. Tuition Students

- 26  
 27 1. The approval to accept the following tuition student to attend the  
 28 Greenwich Township School District for the 2012-2013 school year:  
 29

Student#	Program	Tuition	ESY	Aide	Sending District
I2012-09	Primary MD Class	\$30,000.00	n/a	No	Paulsboro

- 30  
 31 C. The approval for acceptance of the 2012-2013 Italian Funding Agreement  
 32 from the Italian American Committee on Education in the amount of  
 33 \$5,000.00 as per the attached. This includes a payment of \$100.00 for  
 34 the IACE membership fee. (Attachment – EXHIBIT D)  
 35

- 36 D. The approval of the submission of the NCLB application for the 2012-2013  
 37 school year.  
 38

1 E. The approval of the adoption of the new state offered model curriculum for  
2 Language Arts and Math for grades Kindergarten through Eighth. A link  
3 will be posted on the district's website.  
4

5 **Susan Vernacchio** asked if the \$5,000.00 we will receive from the Italian  
6 American Committee on Education in item C the amount we received last year?  
7 **Robert Suessmuth** replied that it is the amount we received last year, however,  
8 he does recall several years ago when that amount was in the \$20,000.00 to  
9 \$25,000.00 range. This may be the sign of "economic times" but he isn't  
10 suggesting that we don't offer Italian.  
11

12 Motion carried by unanimous roll call vote.  
13

14 **6. BUDGET & FINANCE**

15 Motion: (Vernacchio/Morina) to approve the following:  
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17

18 A. Contract  
19

- 20 1. The approval of the Resolution Authorizing Contracts with certain  
21 Approved State Contract Vendors for Boards of Education Pursuant  
22 to N.J.S.A. 18A:18A-10a for the 2012-2013 school year.  
23

24 Motion carried by unanimous roll call vote.  
25

26 **7. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD**  
27 **SECRETARY**  
28

29 Motion: (Chapkowski/Morina) to approve the following as one, A-G:  
30

31 A. Bills Lists  
32

- 33 1. The bills as presented by the Board Secretary in the following  
34 amounts are ordered paid. (Attachment – EXHIBIT E1)  
35

No.	Amount
P121	\$31,736.05
P003	\$67,892.39
P004	\$6,405.34
P006	\$66,729.56
P007	\$113,161.64
P008	\$168.00
P009	\$52,142.71
P010	\$173,651.46

<b>TOTAL</b>	<b>\$511,887.15</b>

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B. Voided Checks

1. The approval for the following checks to be voided. (Attachment – EXHIBIT E2)

Check#	Vendor	Amount
13498	Underwood Memorial Hospital	\$3,300.00
13386	East Mountain School	\$509.00

C. Board Secretary’s Report

1. The acceptance of the Board Secretary’s Report in accordance with 18A:17-36 and 18A:17-9 for the months of May 2012, June 2012 and July 2012. 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. (Attachments – EXHIBITS F1, F2 and F3)

D. Treasurer’s Report

1. The approval of the Treasurer’s Report in accordance with 18A:17-36 and 18A:17-9 for the months of revised March 2012, April 2012, May 2012 and June 2012. The Treasurer’s Report and Secretary’s Report are in agreement for the months of March 2012, April 2012, May 2012 and June 2012. (Attachments – EXHIBITS G1, G2, G3 and G4)

E. Revenue Certification

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

F. Board of Education Certification

1. Pursuant to N.J.A.C.6A:23A-16.10(c)4, we certify that after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that 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(b) and that sufficient



1 funds are available to meet the district's financial obligations for the  
2 remainder of the fiscal year.

3  
4 G. Transfer List

- 5  
6 1. The ratification of transfers, authorized by the Superintendent, for  
7 the months of May 2012, June 2012 and July 2012 to give balances  
8 to new accounts and to balance existing accounts. (Attachments –  
9 EXHIBITS H1, H2 and H3)

10  
11 Motion carried by unanimous roll call vote.

12  
13 **8. REGULATORY**

14  
15 Motion: (Morina/Trainor) to approve the following as one, A & B:

16  
17 A. Transportation

- 18  
19 1. The approval of the Greenwich Township School District bus routes  
20 for the 2012-2013 school year as follows:

21

Bus Routes	Schools
GRP1, GRP2, GRP3	Paulsboro High School
GRN1, GRN2, GRN3, GRN4, GRN5	Nehausney Middle School
GR01, GR02, GR04, GR05	Broad Street School
GPS1	AM PreSchool (Broad Street School)
GPS2	PM PreSchool (Broad Street School)

22  
23 B. Use of Facilities

- 24  
25 1. The approval for Principal, Jacquelyn Traini, to use the Broad  
26 Street School gymnasium for a Principal/Parent "Meet and Greet"  
27 on Thursday, September 13, 2012 from 6:00 p.m. – 7:30 p.m.  
28  
29 2. The approval for the Paulsboro High School Athletic Department to  
30 use the Broad Street School gymnasium on Monday, November 26,  
31 2012 through Friday, March 8, 2013 from 3:15 p.m. to 5:00 p.m. for  
32 seventh and eighth grade basketball games and practices.  
33  
34 3. The approval for Greenwich Township Recreation Committee to  
35 use the Broad Street School gymnasium for Men's Basketball on  
36 Wednesday evenings from 5:30 p.m. – 9:00 p.m. from September  
37 19, 2012 through June 12, 2013.  
38

4. The approval for the Greenwich Township Recreation Committee to use the Broad Street School and the Nehaunsey Middle School gymnasiums for boys' basketball. (See attached – EXHIBIT I)
5. The approval for the Greenwich Township PTA to use the Broad Street School Teacher's Lounge for their PTA Meetings on Thursday evenings on the following dates at 6:30 p.m.:
 

September 27, 2012	October 18, 2012
November 15, 2012	January 24, 2013
February 21, 2013	March 21, 2013
May 2, 2013	
6. The approval for the Greenwich Township PTA to use the Broad Street School gymnasium for Family Fun Night on Wednesday, January 16, 2013 from 3:30 p.m. – 9:00 p.m.
7. The approval for the Greenwich Township PTA to use the Broad Street School gymnasium and Kitchen for an Auction Fundraiser on Friday, March 1, 2013 from 3:30 p.m. – 9:00 p.m.
8. The approval for the Greenwich Township PTA to use the hallway outside of the Nehaunsey Middle School gymnasium for an Assembly Program on Wednesday, March 13, 2013 from 5:00 p.m. – 8:30 p.m.

*Susan Vernacchio asked about Item 2 and asked if Paulsboro High School can move their request to Nehaunsey Middle School so as to include our seventh and eighth grades students can participate on the basketball team? Also she said that the Broad Street School gymnasium is being used by the after-school program until 4:00 on most days. Roseanne Lombardo said we will amend the motion and put item #2 on hold until we get more information from the Paulsboro High School Athletic Department.*

Motion carried by unanimous roll call vote.

## **9. OLD BUSINESS**

*Susan Vernacchio said there were a couple items that she asked to go to committee; Regulatory and Curriculum. She knows the committees haven't met yet but she wanted to make sure that there are two areas that she would like to see discussed in committee. One is about the energy audit and Lisa Morina said as chairperson of the Regulatory Committee, she is meeting with the BPU on Thursday, August 30 to discuss the energy audit. The other is the Curriculum Committee on the STEM Program and she doesn't want it forgotten. Roseanne*

1 **Lombardo** said there isn't a Curriculum meeting set up yet but she will look into  
2 that.

3  
4 **10. NEW BUSINESS**

5  
6 **Robert Suessmuth** said there is a Certification of Implementation of the  
7 Corrective Action Plan that goes back to the previous school year that has to be  
8 finalized.

9  
10 Motion: (Vernacchio/Chapkowski) to approve the Certification of  
11 Implementation of the Corrective Action Plan.

12  
13 Motion carried by unanimous roll call vote.

14  
15 **11. CORRESPONDENCE**

16  
17 A thank you letter, dated July 2, 2012 was received from Heidi Wagner, a  
18 candidate for the Principal's position at Broad Street School, and read by  
19 Roseanne Lombardo. A letter was also received from the L.A.R.C. School  
20 extending their appreciation for passing resolution allowing the cost of lunch to  
21 be included in the tuition to L.A.R.C. School. (Attachment – EXHIBIT J)

22  
23 **12. PUBLIC – AGENDA/NON-AGENDA ITEMS**

24  
25 This is the time when anyone from the public who wishes to speak to the Board  
26 may do so. Please state your name, address and phone number. The Board will  
27 hear your concerns. The Board may or may not take action this evening. You  
28 will be notified either at this meeting, by letter or telephone of any action the  
29 Board does take.

30  
31 **John Hughes**, 607 Democrat Road, Gibbstown, NJ said this is more of an  
32 awareness of something that he wants to clear up and because of litigations, he  
33 cannot discuss too much about this. He said he was looking for guidance from  
34 the Superintendent, Robert Suessmuth, in relation to his son's education and  
35 where we should go with this. He also said from a parent's perspective, the staff  
36 members at this school completely ignored a lot of the things that have been  
37 going on for the last two months. He is not giving out any names because he  
38 doesn't want to get anyone in trouble. He feels they should be more responsive  
39 and not so negligent to the parent's needs and of course when it comes to a  
40 child. Mr. Suessmuth said his staff had a different perspective. There are  
41 disagreements as to what was and wasn't agreed to. He also wanted to clarify  
42 that the role of the Superintendent in the Child Study Team process is zero. The  
43 issues you dropped off at the Superintendent's office went immediately to the  
44 Child Study Team office. They are the legal group that makes decisions  
45 regarding recommendations for placement and related issues.

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**13. ADJOURNMENT**

Motion: (Morina/Trainor) to adjourn the meeting at 8:50 p.m.

Motion carried by unanimous voice vote.

Respectfully Submitted,

\_\_\_\_\_  
Scott A. Campbell, Board Secretary