

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **Monday, December 8, 2014** in the Nehaunsey Middle School library.

5
6 The meeting was called to order by President Roseanne Lombardo at 6:32 p.m.

7
8 Roll Call:

9
10 Roseanne Lombardo
11 Susan Vernacchio
12 John Hughes
13 Lisa Morina
14 Duane Sarmiento

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

18
19 Absent:

20
21 Andrew Chapkowski
22 Jill Trainor

23
24 **FLAG SALUTE**

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

31
32 **1. PRESENTATION**

33
34 2013-2014 NJ ASK Testing Report was made by Alisa Whitcraft,
35 Principal/Curriculum Supervisor from 6:36 p.m. – 6:56 p.m.

36
37 A brief question and answer session followed.

38
39 **2. PRESENTATION**

40
41 Scott A. Campbell, School Business Administrator/Board Secretary presented an
42 overview of the Greenwich Township Board of Education Comprehensive Annual
43 Financial Report Fiscal Year ending June 30, 2014 and Auditor’s Management
44 Report on Administrative Findings, Financial Compliance and Performance –
45 Fiscal Year Ending June 30, 2014.

1 **3. 2013-2014 Audit**

2
3 Motion: (Vernacchio/Morina) to approve the following as one, A & B:

4
5 A. The acceptance of the Greenwich Township Board of Education
6 Comprehensive Annual Financial Report for the fiscal year ending June
7 30, 2014.

8
9 B. Auditor's Management Report on Administrative Findings, Financial
10 Compliance and Performance

11
12 1. The acceptance of the Auditor's Management Report on
13 Administrative Findings, Financial, Compliance and Performance
14 for the fiscal year ending June 30, 2014. It is further approved for
15 the Business Administrator to implement the recommendations as
16 read and distributed to the public at the December 8, 2014 Regular
17 Meeting per the Corrective Action Plan provided by the Board
18 Secretary and on file with the Business Administrator to be
19 submitted to the County Superintendent of Schools within thirty (30)
20 days of this meeting.

21
22 Summary of Audit (Attachment – EXHIBIT A1)
23 Corrective Action Plan (Attachment – EXHIBIT A2)

24
25 Motion carried by unanimous roll call vote.

26
27 **4. MINUTES**

28
29 Motion: (Vernacchio/Sarmiento) to approve the minutes:

30
31 November 10, 2014 – Regular Meeting
32 November 10, 2014 – Executive Session
33 November 24, 2014 – Special Meeting
34 November 24, 2014 – Executive Session

35
36 *Lisa Morina stated that item B3 listed Kenneth Ridinger as a board member*
37 *when in fact it should have listed John Hughes. Scott Campbell said it was duly*
38 *noted and will be changed.*

39
40 Motion carried by unanimous roll call vote.

41
42 **5. SUPERINTENDENT'S REPORT**

43
44 Motion: (Lombardo/Vernacchio) to approve the following as one, A & B:
45

1 A. Administrative Reports

- 2
- 3 1. Enrollment Statistics, Fire Drills and Suspensions, as of November
- 4 30, 2014. (Attachment – EXHIBIT C1)
- 5
- 6 2. School Health Services Monthly Reports as of November 30, 2014.
- 7 (Attachment – EXHIBIT C2)
- 8
- 9 3. 2014-2015 Violence & Vandalism Report as of November 30, 2014.
- 10 (Attachment – EXHIBIT C3)
- 11

12 B. Italian Program Funding Proposal

- 13
- 14 1. The *retroactive* approval to submit the Italian Program Funding
- 15 Proposal from the America-Italy Society of Philadelphia-Ente
- 16 Gestore, for the 2014-2015 school year.
- 17

18 **Susan Vernacchio** asked if we were seeking the same amount of funding from

19 the Italian Funding Proposal? **Stephen Derkoski** responded that this is a

20 different proposal. The Italian teacher went out and found the grant that most

21 likely we will receive in the amount of \$10,000.00 which is over and above the

22 other funding.

23

24 Motion carried by unanimous roll call vote.

25

26 Motion: (Vernacchio/Morina) to approve the following as one, C & D:

27

28 C. Paulsboro Public Schools Bond Referendum

- 29
- 30 1. Dr. Walter Quint, Interim Superintendent, Paulsboro School District
- 31 was in touch with Mr. Derkoski and Roseanne Lombardo regarding
- 32 the bond referendum that the Paulsboro District is presenting and
- 33 he wanted to know if anyone from our board would like to hear the
- 34 presentation from Paulsboro. They would come to our next board
- 35 meeting or it could be a separate meeting to see what the bond
- 36 referendum at Paulsboro entails. (Attachment – EXHIBIT C4)
- 37

38 **Duane Sarmiento** asked how it would affect the citizens of Greenwich Township

39 besides financially? **Lisa Morina** also asked if it would affect the tuition rate?

40 **Scott Campbell** said it probably would affect the tuition rate eventually but he

41 doesn't know in what area as of right now but will find out before the next board

42 meeting. **Susan Vernacchio** and **Lisa Morina** said it would be good idea to

43 have the presentation for the students and the citizens of Greenwich Township to

44 hear how it will impact us.

45

1
2 D. Governor's Educator of Year Program

- 3
4 1. The acknowledgement of the 2014-2015 Greenwich Township
5 Public Schools Educators of the Year and Educational Services
6 Professionals of the Year.

7
8 Educators of the Year:

9
10 Broad Street School – Kim Chila
11 Nehaunsey Middle School – Patricia Seiner

12
13 Educational Service Professionals of the Year:

14
15 Broad Street School – Jean Morrison
16 Nehaunsey Middle School – Terry DiSanto

17
18 Motion carried by unanimous roll call vote.

19
20 **6. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING**
21 **ACTION ITEMS**

22
23 Motion: (Morina/Hughes) to approve the following as one, A, D, G-J:

- 24
25 A. The approval for the appointment of Stephania Tomaszewski, Teacher at
26 Nehaunsey Middle School, as Graphic Designer for the Greenwich
27 Gazette for the 2014-2015 school year, at a rate of \$25.00 per hour.
28
29 D. The approval to accept the resignation of Julie Filipponi, Part-Time Special
30 Education Aide, effective January 1, 2015. (Attachment – EXHIBIT D1)
31
32 G. The approval for the appointment of Lynda Muller, as a Part-Time
33 Custodian at Broad Street School, pending a positive Criminal History
34 check and/or completion of required paperwork, effective January 5, 2015
35 for the remainder of the 2014-2015 school year, five days per week, 29.5
36 hours per week, at an hourly rate of \$10.50, no benefits.
37
38 H. The approval for the appointment of Patrick Hill as Substitute Custodian
39 for the remainder of the 2014-2015 school year. Substitute rate of pay will
40 be \$9.00 per hour.
41
42 I. The approval for the payment of tuition reimbursement for Andrew Mettler,
43 Teacher, for a course to be taken at Drexel Online University (Winter
44 2015), "***Current Research and Curriculum***", for an amount not to
45 exceed the current NJ state college tuition rate pending

1 completion/verification of required documentation as per Article XII,
2 Section I, of the GTEA/Board Agreement.

- 3
4 J. The approval for the following Rowan University student for a combined
5 full time student teaching placement (Elementary) from January 20, 2015
6 through March 31, 2015 and full time student teaching placement (Special
7 Education) from April 1, 2014 through May 11, 2015.

8
9

| <u>Student</u> | <u>Cooperating Teachers</u> |
|----------------|------------------------------------|
| Jenna Ann Bado | Megan Sizemore (Elementary) |
| | Ednamae Graham (Special Education) |

10
11
12
13 Motion carried by unanimous roll call vote.

14
15 Motion: (Sarmiento/Vernacchio) to approve the following:

- 16
17 B. The approval to accept the resignation of Jill Trainor from the Board of
18 Education as of December 8, 2014.

19
20 *Roseanne Lombardo wanted to thank Jill Trainor for her time on the board and*
21 *she is sorry to see her leave.*

22
23 Motion carried by unanimous roll call vote.

24
25 Motion: (Morina/Vernacchio) to approve the following:

- 26
27 C. The approval to accept Nelson Hall to replace Jill Trainor on the
28 Greenwich Township Board of Education effective December 9, 2014.

29
30 Motion carried by unanimous roll call vote.

31
32 Motion: (Sarmiento/Hughes) to approve the following:

- 33
34 E. The approval to accept the resignation/retirement of Suzanne Morris,
35 Teacher, effective July 1, 2015. (Attachment – EXHIBIT D2)

36
37 Motion carried by unanimous roll call vote.

38
39 Motion: (Sarmiento/Hughes) to approve the following:

- 40
41 F. The approval to accept the resignation/retirement of Lori Chiavoroli,
42 Teacher, effective July 1, 2015. (Attachment – EXHIBIT D3)

43

1 **Roseanne Lombardo and Stephen Derkoski** wanted to thank Mrs. Morris and
2 Mrs. Chiavoroli for all their years of service to Greenwich Township School
3 District. They will both be missed.
4

5 Motion carried by unanimous roll call vote.
6

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

9 K. The approval to appoint Thomas F. Schulte as Interim Superintendent of
10 Schools from January 1, 2015 to June 30, 2015 at a salary of \$39,000.00
11 pending final approval of the Executive County Superintendent.
12

13 Motion carried by unanimous roll call vote.
14

15 **7. BOARD MEETING SCHEDULE**
16

17 Motion: (Vernacchio/Morina) to approve the following:
18

19 A. The approval for designation of the Greenwich Township School District's
20 Regular Board Meeting through December 2015:
21

| Date | Day | Time | Purpose |
|--------------------|------------|-----------|--|
| January 5, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| February 9, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| March 9, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| March 18, 2015 | Wednesday | 6:30 p.m. | Approval to submit the Budget to the County Office |
| April 13, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| April 30, 2015 | Thursday | 6:30 p.m. | Public Hearing on the Budget |
| May 11, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| June 8, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| July, 2015 | NO MEETING | | |
| August 10, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| September 14, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| October 5, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| November 9, 2015 | Monday | 6:30 p.m. | Regular Meeting |
| December 14, 2015 | Monday | 6:30 p.m. | Regular Meeting |

22 Motion carried by unanimous roll call vote.
23
24

25 **8. POLICY/REGULATION**
26

27 Motion: (Sarmiento/Hughes) to approve the following:
28

1 A. The approval of the Greenwich Township School District Veteran's
2 Preference Resolution. (Attachment – EXHIBIT E)
3

4 **RESOLUTION**
5

6 Resolution to be incorporated with existing policies to provide for a Veteran's
7 preference for hiring in the Greenwich Township School District.
8

9 **WHEREAS**, the Greenwich Township School District has in
10 place their existing policies and regulations governing the hiring of new
11 employees;
12

13 **WHEREAS**, the Greenwich Township School District wishes
14 to recognize the hardships and sacrifices of those who have honorable
15 served in the United State Army, United States Air Force, United State
16 Navy, United States Marine Corps and the United State Coast Guard and;
17

18 **WHEREAS**, the Greenwich Township School District has
19 determined that a meaningful method of recognizing such service is to
20 provide a Veteran's preference for future hiring and still continue to follow
21 our existing Bylaws and Policies;
22

23 **NOW, THEREFORE, BE IT RESOLVED**, by the Greenwich
24 Township Board of Education in the County of Gloucester and the State of
25 New Jersey, that the Greenwich Township School District is implementing
26 the following resolution to be coordinated with our existing hiring
27 guidelines.
28

29 *When a Veteran applies for employment with the Greenwich Township School*
30 *District and said Veteran's qualifications are substantially equivalent to the most*
31 *qualified non-Veteran applicant; and that Veteran has successfully completed all*
32 *phases of the hiring process; and is a final candidate with another final*
33 *candidate, the Veteran candidate shall receive the preference. Board approved*
34 *Policies 1530 and 3125 and all policies surrounding the legalities of an Equal*
35 *Opportunity Employer will still remain in effect. In the event two or more*
36 *Veterans apply for the same position and both successfully are the final*
37 *candidates and qualify for the "Veterans Preference", then the preference shall*
38 *be accorded to the Veteran with the longest period of active service.*
39

40 *"Veteran" shall be defined as any individual who has been honorable discharged*
41 *from service with the United States Army, United States Air Force, United States*
42 *Navy, United State Marine Corps and the United States Coast Guard. Active*
43 *service means full time service other than active duty for training.*
44

1 This resolution duly adopted at the Regular Meeting of the Greenwich Township
2 Board of Education held on December 8, 2014.

3
4 Motion carried by unanimous roll call vote.

5
6 **9. CURRICULUM & INSTRUCTION**

7
8 Motion: (Vernacchio/Sarmiento) to approve the following as one, A & B:

9
10 A. Workshops

- 11
12 1. The *retroactive* approval for the following individuals to attend out-
13 of-district workshops:
14

| Name | Workshop Title/Location/Date | Cost |
|--|---|---|
| Violet Gregg Sharon Gomez-Salvatore | The Next Generation Science Standards Gloucester County Fire Academy Clarksboro, NJ 11/21/14 9:00 a.m. – 2:00 p.m. | \$-0- Plus Mileage Plus Substitutes |

- 15
16 2. The approval for the following individuals to attend out-of-district
17 workshops:
18

| Name | Workshop Title/Location/Date | Cost |
|---|---|---|
| Kiley Barker Stephanie Beckett Megan Sizemore | Kindergarten Convention Atlantic City, NJ 2/23/15 8:15 a.m. – 4:05 p.m. | \$235.00 each Plus Mileage Plus Substitutes |

19
20 B. Field Trips

- 21
22 1. The approval for Request for Educational Trip/Transportation for
23 the following:
24

| Grade and/or Group | Destination/Time | Date | Estimated Related Cost | Estimated Transportation Cost | Total |
|----------------------|--|---------|---|-------------------------------|------------|
| Grade 1 | Adventure Aquarium Camden, NJ 9:30 a.m. – 2:30 p.m. | 4/24/15 | Tickets/Parking Fee: \$692.00 | \$370.00 (2 buses) | \$1,062.00 |
| K-8 Honor Roll | Camden Riversharks Camden, NJ | 5/11/15 | Tickets: \$638.00 Substitutes (8) \$600.00 Service Fee: \$5.00 | \$370.00 (2 buses) | \$1,613.00 |

25
26 Motion carried by unanimous roll call vote.

1 **10. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD**
 2 **SECRETARY**
 3

4 Motion: (Hughes/Sarmiento) to approve the following as one, A-G:
 5

6 A. Bills List
 7

- 8 1. The bills as presented by the Business Administrator in the
 9 following amounts are ordered paid. (Attachment – EXHIBIT F)
 10

| No. | Amount |
|--------------|-----------------------|
| P39 | \$229,197.10 |
| P40 | \$17,294.37 |
| P41 | \$400,986.21 |
| P42 | \$26,522.98 |
| P43 | \$235,230.98 |
| P44 | \$17,762.34 |
| P45 | \$110,658.82 |
| P46 | \$212,379.39 |
| | |
| TOTAL | \$1,250,032.19 |

11 B. Student Activities Account
 12
 13

- 14 1. The approval of the Student Activities Account Monthly Bank
 15 Reconciliation for the month of October 2014. (Attachment –
 16 EXHIBIT G1)
 17
 18 2. The following Student Activities checks are in for payment.
 19 (Attachment – EXHIBIT G2)
 20

| Check# | Vendor | Amount |
|--------|-----------------|----------|
| 1063 | US Toy Company | \$401.71 |
| 1064 | LifeTouch | \$563.94 |
| 1065 | JW Pepper & Son | \$75.74 |

21 C. Board Secretary's Report
 22
 23

- 24 1. The acceptance of the Board Secretary's Report for the month of
 25 October 2014. The Board Secretary certifies that no line item
 26 account has been over expended in violation of N.J.A.C. 6A:23A –
 27 16.10(c)3 and that sufficient funds are available to meet the

1 district's financial obligations for the remainder of the fiscal year.
2 (Attachment – EXHIBIT H)
3

4 D. Treasurer's Report
5

- 6 1. The approval of the Treasurer's Report in accordance with 18A:17-
7 36 and 18A:17-9 for the month of October 2014. The Treasurer's
8 Report and Secretary's Report are in agreement for the month of
9 October 2014. (Attachment – EXHIBIT J)
10

11 E. Revenue Certification
12

- 13 1. The Board Secretary in accordance with N.J.A.C. 6A:23A –
14 16.10(c)2 certifies that there are no changes in anticipated revenue
15 amounts or revenue sources.
16

17 F. Board of Education Certification
18

- 19 1. Pursuant to N.J.A.C. 6A:23A – 16.10(c)4, we certify that after
20 review of the Secretary's monthly financial report (appropriations
21 section) and upon consultation with the appropriate district officials,
22 that to the best of our knowledge no major accounts or fund has
23 been over expended in violation of N.J.A.C. 6A:23A – 16.10(b) and
24 that sufficient funds are available to meet the district's financial
25 obligations for the remainder of the fiscal year.
26

27 G. Transfer List
28

- 29 1. The ratification of transfers, authorized by the Superintendent, for
30 the month of October 2014 to give balances to new accounts and to
31 balance existing accounts. (Attachment – EXHIBIT I)
32

33 ***Susan Vernacchio*** asked about the weather proofing done at the Broad Street
34 School. ***Scott Campbell*** said it was bid through the Middlesex Consortium and it
35 was fully completed.
36

37 Motion carried by unanimous roll call vote.
38

39 **11. REGULATORY**
40

41 Motion: (Vernacchio/Sarmiento) to approve the following as one, A & B:
42

- 43 A. The *retroactive* approval for Gibbstown Boys/Girls Basketball to use the
44 Nehaunsey Middle School lobby on Tuesday, November 18, 2014,

1 Wednesday, November 19, 2014 and Thursday, November 20, 2014 from
2 6:30 p.m. to 7:30 p.m. for basketball sign-ups.
3

- 4 B. The *retroactive* approval for Gibbstown Softball to use the Broad Street
5 School gymnasium on Wednesdays from 4:00 p.m. – 6:00 p.m. from
6 December 3, 2014 through March 25, 2015.
7

8 Motion carried by unanimous roll call vote.
9

10 **12. OLD BUSINESS**

11
12 *Interim Superintendent Stephen Derkoski spoke about getting the elections*
13 *out of the school. He feels it is time to send a formal letter from the Board of*
14 *Education to the township officials so they can follow through with an action item*
15 *at their meeting prior to March 2015 so that our schools can become more*
16 *secure.*
17

18 *Susan Vernacchio said we need to put together our Budget Committee's*
19 *meeting schedule.*
20

21 **13. NEW BUSINESS**

22
23 None at this time.
24

25 **14. CORRESPONDENCE**

26
27 None at this time.
28

29 **15. PUBLIC – AGENDA/NON-AGENDA ITEMS**

30
31 This is the time when anyone from the public who wishes to speak to the Board
32 may do so. Please state your name, address and phone number. The Board will
33 hear your concerns. The Board may or may not take action this evening. You
34 will be notified either at this meeting, by letter or telephone of any action the
35 Board does take.
36

37 In accordance with Board policy and procedures, speakers are not permitted to
38 publicly speak of personal issues involving school personnel or against any
39 person connected to the school system. Any such concern should be presented
40 to the school or district-level administration so that a proper response may be
41 given.
42

43 *Debbie Silvestro, 318 Croce Avenue, Gibbstown, NJ asked why the library is*
44 *being cut in half to make way for office space after the district spent close to*
45 *\$180,000.00 to fix it up just a few years ago? Interim Superintendent Stephen*

1 **Derkoski** responded by saying that we need to have more administrative support
2 at the Broad Street School and also libraries are becoming obsolete.

3
4 **Linda Ridinger**, 399 Swedesboro Road, Gibbstown, NJ asked if there were
5 other areas that were looked at before deciding to take part of the library? **Mr.**
6 **Derkoski** answered that the library will remain as a library. She also wanted to
7 know if a special permit is needed? **Mr. Derkoski** said it doesn't need a special
8 permit. **Mrs. Ridinger** then read an article from Rutgers University.

9
10 **Patty New**, teacher at Broad Street School, said the district spent tens of
11 thousands of dollars on a language arts program so why are we considering this
12 move? **Mr. Derkoski** said the main purpose is to allow an administrator to have
13 a facility where he can perform his duties and the 168 feet that is being taken out
14 of that library is not extensive and once it occurs, you will not see a difference
15 with the programs in the library. Those two office spaces are necessary for the
16 individuals that are being transferred over there. **Duane Sarmiento** asked how
17 big is the library over there as compared to here? **Mr. Derkoski** said it is smaller
18 than what is here at Nehaunsey Middle School. She also asked why the
19 September minutes are not on the website? **Scott Campbell** said he will look
20 into that.

21
22 **Megan Sizemore**, teacher at Broad Street School, asked what the cost is to re-
23 do the library? **Mr. Derkoski** answered that it will cost approximately
24 \$14,000.00.

25 26 **16. EXECUTIVE SESSION**

27
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 **December 8, 2014** hereby resolves that an Executive Session closed to the
34 public shall be held on **December 8, 2014** at **7:53 p.m.** in the Nehaunsey Middle
35 School Library, located at 415 Swedesboro Road, Gibbstown, New Jersey, for
36 discussion of certain matters which relate to items authorized by Open Public
37 Meetings Act, (N.J.S.A. 10:4-12b) to be discussed in closed session.

- 38
39
- 40 • Matters Involving Individual Privacy
 - 41 • Matters Relating to the Employment Relationship

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

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Motion: (Vernacchio/Morina) to enter into Executive Session at 7:53 p.m. to discuss the following:

- Personnel
- Legal

Motion carried by unanimous voice vote.

Motion: (Lombardo/Morina) to return from Executive Session at 8:24 p.m.

Motion carried by unanimous voice vote.

17. ADJOURNMENT

Motion: (Lombardo/Hughes) to adjourn the Regular Meeting at 8:25 p.m.

****The next Board of Education meeting will be held on Monday, January 5, 2015****

Respectfully Submitted,

Scott A. Campbell, Board Secretary