

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **Monday, December 10, 2018** in the Nehaussey Middle School library.

5
6 The meeting was called to order by President Roseanne Lombardo at 6:30 p.m.

7
8 **Roll Call:**

<input checked="" type="checkbox"/> Mrs. Roseanne Lombardo School Board President	Buildings & Ground Committee Curriculum & Technology Committee Personnel & Public Relations Delegate to County & State Board Associations
<input checked="" type="checkbox"/> Mr. Andrew Chapkowski School Board Vice-President	(Chair) Buildings & Grounds Committee Curriculum & Technology Committee Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. John Hughes	Negotiations Committee Policy & Regulations Committee Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. Chad Kent	(Chair) Curriculum & Technology Committee Budget & Finance Committee Policy & Regulations Committee Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. Gerald Michael, Jr.	(Chair) Negotiations Committee Budget & Finance Committee Personnel & Public Relations Paulsboro Board of Education Representative
<input checked="" type="checkbox"/> Mr. Duane Sarmiento	(Chair) Policy & Regulations Committee Buildings & Grounds Committee Personnel & Public Relations
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio Arrived at 6:32 p.m.	(Chair) Budget & Finance Committee Negotiations Committee Personnel & Public Relations Alternate Delegate to County & State Board Associations

10 Quorum YES

11
12 Also present were Dr. Jennifer Foley-Hindman, Chief School Administrator and Mr.
13 Scott A. Campbell, School Business Administrator/Board Secretary.

14
15 As required under the guidelines of the Open Public Meeting Law, notice of this meeting
16 was sent to **The Courier Post**, and **The Township Clerk**. It was also posted in the
17 Greenwich Township School Buildings. (Optional: Videotaping Regulations – “The
18 proceedings of this meeting are being videotaped and anyone wishing to discuss an
19 individual child should so note.”)

20
21 **FLAG SALUTE**

1 **1. MINUTES**

2
3 Motion: (Michael/Chapkowski) to approve the following minutes:

4
5 November 14, 2018 – Regular Meeting
6 November 14, 2018 – Executive Meeting
7

8 **Roll Call Vote:**

9
10 Roseanne Lombardo – Yes
11 Andrew Chapkowski – Yes
12 John Hughes – Yes
13 Chad Kent – Yes
14 Gerald Michael – Yes
15 Duane Sarmiento – Yes
16 Susan Vernacchio - Abstained
17

18 **2. ADMINISTRATIVE/PRINCIPAL REPORTS**

19
20 Motion: (Lombardo/Hughes) to approve the following as one, A-C:

21
22 A. **School Health Services**

- 23
24 1. The approval of the School Health Services Monthly Report as of
25 **November 30, 2018**, for Broad Street School. (Attachment)
26
27 2. The approval of the School Health Services Monthly Report as of
28 **November 30, 2018**, for Nehaunsey Middle School. (Attachment)
29

30 B. **Monthly Attendance, Enrollment, Drills and Monthly Overview:**

31

MONTHLY ATTENDANCE – NOVEMBER 2018	
Broad Street School	95.4%
Nehaunsey Middle School	94.2%

32

BROAD STREET SCHOOL ENROLLMENT – NOVEMBER 2018	
Grade PSD	Total: 6
Grade K	Total: 31
Grade 1	Total: 42
Grade 2	Total: 50
Grade 3	Total: 41
Grade 4	Total: 49
Grade 5	Total: 52
TOTAL ENROLLMENT: 271	

NEHAUNSEY MIDDLE SCHOOL – NOVEMBER 2018

Grade 6	Total: 46
Grade 7	Total: 53
Grade 8	Total: 32
TOTAL ENROLLMENT: 131	

1

DRILLS – NOVEMBER 2018

Time	Time/Location	Duration	Action/Drill	Weather Conditions
November 14, 2018	8:25 a.m./NMS	3 minutes	Routine Fire Drill	Cold, Sunny
November 19, 2018	11:19 a.m./BSS	2 minutes	Routine Fire Drill	Cold
November 21, 2018	10:40 a.m./NMS	4 minutes	Bomb Threat Drill	Cold, Cloudy
November 29, 2018	1:57 p.m./BSS	7 minutes	Bomb Threat Drill	Cold, Sunny
*NMS/Nehaunsey Middle School		*BSS/Broad Street School		

2

MONTHLY EVENT OVERVIEW – NOVEMBER 2018

Date	Event	Location
November 7, 2018	Teacher In-service	Both
November 12-16, 2018	Spirit Week	Both
November 14, 2018	School Board Meeting	Both
November 15, 2018	Fingerprinting	Both
November 16, 2018	American Education Week Luncheon	BSS
November 16, 2018	Harvest Festival	NMS
November 19, 2018	Fall Conferences	BSS/NMS
November 19, 2018	Principal's List/Honor Roll Posted	BSS/NMS
November 20, 2018	Fall Conferences	BSS/NMS
November 21, 2018	KEMP's Tournament	NMS
Month of November	Candy Drive for Soldiers	BSS/NMS
Month of November	Canned Food Drive	BSS/NMS
Month of November	Kindness Coupon Giveaway	NMS

3

4

5

C. Student Discipline, Violence/Vandalism and HIB

Infractions Referrals Reports	Number of Incidents November 2018		2018-2019 Total-to-Date	
	BSS	NMS	BSS	NMS
Dating Violence	0	0	0	0
Detention After School	0	4	0	6
Harassment, Intimidation or Bullying	0	0	0	1
Lunch Detention	2	0	7	0
Out-School-Suspension (OSS)	0	0	0	0
Restricted Study	2	0	3	0
Violence, Vandalism, Substance Abuse	0	0	0	0

6

2. Completed Investigation Reports as of **November 30, 2018**:

Case Number	Date of Initial Report	Date Reported to Superintendent	Result of Investigation

Motion carried by unanimous voice vote.

3. SUPERINTENDENT RECOMMENDATIONS

Motion: (Kent/Michael) to approve the following as one, A-I:

- A. The *retroactive* approval for Rabecca Cotton, teacher at Nehaunsey Middle School, to utilize FMLA to care for a medically ill family member, effective **November 13, 2018**, certifying documents received, up to sixty (60) days in a rolling year, intermittently, as per all regulations/policies of FMLA. (Attachment)
- B. The *retroactive* approval for Alisa Whitcraft, Principal at Broad Street School, to utilize FMLA to care for a medically ill family member, effective **December 3, 2018**, upon receipt of all qualifying documents, up to sixty (60) days in a rolling year, intermittently, as per all regulations/policies of FMLA. (Attachment)
- C. The acknowledgement of NJQSAC Evaluation from **June 2017 to November 2018**, now designating Greenwich Township School District as “high performing”. (Attachment)
- D. The approval for Megan Tatam, Wilmington University student, to be placed for her Practicum I, with Megan Ballinger and Sarah Beerley, effective **January 16, 2019 – May 5, 2019**, as per the requirements of Wilmington University and coordinated between Megan Ballinger and Sarah Beerley.
- E. The approval for the attached list of Rowan Students to visit one half-day (am) a week for two scheduled visits, **March 7, 2019** and **March 14, 2019**, with Sean Keane, Health/Physical Education teacher at Nehaunsey Middle School, for their Teaching in Learning Communities II Field placement. (Attachment)

Student Name	School	HPE Cooperating Teacher
Adrienne Adams	Nehaunsey Middle School	Sean Keane
Eric E. Ainsley	Nehaunsey Middle School	Sean Keane
Devon M. Blackley	Nehaunsey Middle School	Sean Keane
Yoosuf Byrd	Nehaunsey Middle School	Sean Keane

- 1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
- F. The approval of Reorganization/Regular Board of Education meeting for Monday, **January 7, 2019**.
- G. The approval of a KEMP'S Club; an after-school program that involves playing the card game KEMPS which enhances team building, strategy, organization, quick thinking and friendly competition. The advisor would be Andrew Mettler, Algebra teacher at Nehaunsey Middle School, at a stipend of \$720.00 as per GTEA and Greenwich Township agreement. This after-school program will be effective **January 2, 2019**.
- H. The approval of Rick Erdman as a volunteer guest speaker in Ms. Anuszewski's and Mrs. Barousse's 7th grade ELA class on **January 2, 2019** where he will share his many enriching cultural experiences he has been exposed to in Japan. Mr. Erdman is an alumni of the Greenwich Township School District and graduated from Western Michigan University. He currently resides in Japan.
- I. The acceptance of resignation, with much appreciation and gratitude, from Merrie Schmidt, School Treasurer, effective **January 1, 2019**, with her agreement to reconcile the accounts up to and including the month of **December 2018**. (Attachment)

24
25
26
27
28
29
30
31
32
33

Duane Sarmiento asked about item #B where it says, "upon receipt". Dr. Jennifer Foley-Hindman said all her paperwork is not in yet. Mr. Sarmiento wanted to know if Mrs. Schmidt (item #I), is retiring from the township? Scott Campbell said she isn't yet but she is getting close. Mr. Sarmiento wanted to know if the township appoints the treasurer but Mr. Campbell responded that the school district will advertise for that job—it can be anybody but a school employee. Susan Vernacchio said she thought the treasurer's job goes out to the township first but Mr. Campbell said it used to be that way but not anymore—we now advertise.

34
35

Motion carried by unanimous voice vote.

36
37
38

4. POLICY/REGULATIONS

39
40
41

Motion: (Sarmiento/Kent) to approve the following list of new and/or district policies:

- 42
43
44
- A. The approval of the following Policies and/or Regulations on first reading:

Number	Title	1 st Reading	2 nd Reading
P8561	Procurement Procedures for School Nutrition Programs (New, Mandatory)	XX	

Motion carried by unanimous voice vote.

5. CURRICULUM & INSTRUCTION

Motion: (Kent/Chapkowski) to approve the following as one, A & B:

A. Field Trips

1. The approval for the following Field Trips:

Grade and or Group	Destination	Date	Estimate Related Cost Including Transportation
6 th & 8 th Grade ELA	Gloucester County Library Gibbstown, NJ Seeing-Eye Dogs	12/20/18	\$0.00

B. Workshops

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

Name/Position	Workshop, Location, Time	Date	Cost of Event
Andrew Mettler, NMS Math Teacher Trish Seiner, BSS Math Teacher	South Jersey Data Leaders Partnership Voorhees, NJ	Retroactive dates 9/18/18 11/20/18 12/10/18 1/22/19 3/19/19 5/21/19	\$150.00 each for the year
Nicole McGann, NMS ELA Teacher	“Increase the Reading Skills of Your Students Who Struggle the Most” Cherry Hill, NJ 8:30 a.m. – 3:15 p.m.	1/30/19	\$259.00 Plus Mileage Plus Substitute
Susan Pipczynski, BSS School Nurse	“Keys to Enhancing Your Effectiveness as a School Nurse” Cherry Hill, NJ 8:00 a.m. – 3:15 p.m.	1/31/19	\$269.00 Plus Mileage Plus Substitute
Kimberly Chila, BSS 4 th Grade Teacher	“Teaching Math in Fourth Grade” Rowan University 8:30 a.m. – 1:30 p.m.	1/10/19	\$149.00 Plus Mileage Plus Substitute
Trish Seiner, BSS 5 th Grade Teacher	“Teaching Math in Fifth Grade” Rowan University 8:30 a.m. – 1:30 p.m.	1/15/19	\$149.00 Plus Mileage Plus Substitute
Christina Gori Sandi Nastase	“Fun and Engaging Activities for Addressing Number Sense –	1/8/19	\$149.00 each Plus Mileage

Patricia New Teachers at BSS	Grades K-2" Rowan University 8:30 a.m. – 1:30 p.m.		Plus Substitute
Melissa Mortimer BSS Teacher	"Kindergarten Conference" Atlantic City, NJ 8:00 a.m. – 3:50 p.m.	2/25/19	\$244.00 Plus Mileage Plus Substitute
Steve Wehrle BSS Health/P.E. Teacher	"State Health & Physical Education Convention, Current & Best Practices for Health/Physical Education" Long Branch, NJ 10:30 a.m. – 2:30 p.m.	2/25/19 2/26/19	\$0.00 Plus Mileage Plus Substitute

Motion carried by unanimous voice vote.

6. BUDGET & FINANCE

Motion: (Michael/Chapkowski) to approve the following:

- A. The *retroactive* approval of instructional services from LearnWell, for student#2568093913, effective 11/26/18, at a rate of \$30.00 per hour; not to exceed 10 hours per week.

Susan Vernacchio asked if this is in-class support? **Dr. Foley-Hindman** explained that it is an in-patient treatment facility.

Motion carried by unanimous voice vote.

7. REPORT OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

Motion: (Hughes/Michael) to approve the following as one, A - C:

- A. Bills Lists

Number	Amount
#16	\$19,070.79
#17	\$373,824.59
#18	\$131,278.50
TOTAL \$524,173.88	

- B. Voided Checks

- 1. The approval to void the following checks:

Check#	Vendor	Amount	Account
23182	Nutri-Serve Food Management	\$3,086.93	Current
23304	Nutri-Serve Food Management	\$15,983.86	Current

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
39
40
41

C. Student Activities Account

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the months of **October 2018** and **November 2018**. (Attachment)

Motion carried by unanimous voice vote.

8. OLD BUSINESS

Roseanne Lombardo said she is pleased to hear the “Brain Breaks” that the teachers are learning are working out. “Brain Breaks” are for those long, extended 80-minute period classes so the kids can have a little break in between. The teachers are learning some new techniques for that.

Dr. Foley-Hindman said the Harvest Festival was very well-attended and it seems that everyone had a good time. This week we will be having a “Movie Night” and the feature film will be “Elf”. Dr. Foley-Hindman also said that they took a poll about what times the students would like the dance to start and they chose 3:00 p.m. – 5:00 p.m.

Andrew Chapkowski said he is happy to know that we are applying for funding for “Early Childhood Funding” for a Pre-School program for regular education children.

Duane Sarmiento asked what does it mean when a club sponsors a dance? Dr. Foley-Hindman said they plan and organize it. It usually is a fund-raiser for their club or a charitable organization. Chad Kent asked if it was for any particular grade to which Dr. Foley-Hindman replied that it is for the Middle School.

Duane Sarmiento asked about a report we received about tardiness and truancy from the Gibbstown students that attend Paulsboro High School. Dr. Foley-Hindman said it isn’t so much the tardiness; it’s the absenteeism. Mr. Sarmiento wanted to know why that falls on us? Mr. Campbell said because we pay tuition to Paulsboro and we are paying for students that aren’t going to school. Mr. Sarmiento asked who enforces the truancy to which Mr. Campbell answered that it should be Paulsboro High School but in his opinion, they are not keeping up with our students as closely as we are.

1 **Susan Vernacchio** wants to thank the administration for our report that we
 2 received back from the state saying that Greenwich Township School District is
 3 now a “high performing school district”.

4
 5 **9. COMMITTEE REPORTS**

6
 7 **Gerald Michael** said the Negotiations Committee met with the GTEA on
 8 11/29/18. It was our first meeting together. Each side submitted their proposals.
 9 We will be meeting again on 12/12/18 at 6:00 p.m.

10
 11 **10. NEW BUSINESS**

12
 13 **Scott Campbell** said there is the proposed schedule for the Greenwich
 14 Township Board of Education meetings. The meetings will still be held on the 2nd
 15 Monday of the month except for the month of October for Columbus Day and
 16 November for Veteran’s Day. We also do not meet in July. The Reorganization
 17 Meeting is January 7, 2019—that is the latest date we can have that meeting.
 18 (Attachment)
 19

Date	Day	Time	Place	Purpose
January 7, 2019	Monday	6:30 p.m.	Nehaunsey Library	Reorganization/Regular Meeting
February 11, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting
March 18, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting & Approval to Submit the Budget to the County Office
April 8, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting
April 29, 2019	Monday	6:30 p.m.	Nehaunsey Library	Public Hearing on the Budget
May 13, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting
June 10, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting
July, 2019	No Meeting			
August 12, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting
September 9, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting
October 7, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting
November 18, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting
December 9, 2019	Monday	6:30 p.m.	Nehaunsey Library	Regular Meeting

20
 21 **Scott Campbell** said the ASSA report was submitted last week and our overall
 22 “on-roll” student enrollment is down by 20 students from last year. Our students
 23 that are sent out has increased by two (2) students which includes, Paulsboro
 24 High School, Clearview High School and West Deptford High School. We are
 25 receiving nine (9) less students than last year which is our homeless students.
 26 Our private school for the disabled is down by two (2) because kids have aged-
 27 out. Our overall student enrollment for district residents is down by ten (10) kids.
 28 **Mr. Campbell** also discussed the federal funding formula for the adjustment for
 29 state aid.

1 **11. CORRESPONDENCE**

2
3 None at this time.

4
5 **12. PUBLIC – AGENDA/NON-AGENDA ITEMS**

6
7 This is the time when anyone from the public who wishes to speak to the Board
8 may do so. Please state your name, address and phone number. The Board will
9 hear your concerns. The Board may or may not take action this evening. You
10 will be notified either at this meeting, by letter, or telephone of any action the
11 Board does take.

12
13 In accordance with Board policy and procedures, speakers are not permitted to
14 publicly speak of personal issues involving school personnel, or against any
15 person connected to the school system. Any such concern should be presented
16 to the school or district-level administration so that a proper response may be
17 given.

18
19 ***Susan Granroth, 61 Adalisa Avenue, Gibbstown, NJ** would like to know how
20 the school can get the Talent Show started up again. The kids really loved it and
21 she doesn't know why it was stopped. **Dr. Jennifer Foley-Hindman** said it used
22 to be done by the 6th grade teacher who was the chairperson. She is no longer
23 the chairperson but she can speak to the new chairperson. **Ms. Granroth** then
24 wanted to know how to get the word out about forming another PTA? Can we
25 put flyers out around the school?*

26
27 ***Alyson Martorano, 34 South Home Avenue, Gibbstown, NJ** said she did
28 discuss forming a PTA at the last board meeting. She is going to school and has
29 her last final this week so she is asking that the parents please be patient with
30 her. She will reach out to all the parents that are interested as soon as she is
31 able.*

32
33 **13. EXECUTIVE SESSION**

34
35 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*
36 *6, et seq.*, which provides that an Executive Session, not open to the public, may
37 be held for certain specified purposes when authorized by Resolution. The
38 Board of Education for Greenwich Township, assembled in public session on
39 **December 10, 2018**, hereby resolves that an Executive Session closed to the
40 public shall be held on **December 10, 2018** at **7:07 p.m.** in the Nehaunsey
41 Middle School library, located at 415 Swedesboro Road, Gibbstown, New Jersey,
42 for discussion of certain matters which relate to items authorized by *Open Public*
43 *Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.
44

1
2
3

Motion: (Michael/Chapkowski) to enter into Executive Session at 7:07 p.m. to discuss the following:

<input type="checkbox"/>	Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:
<input type="checkbox"/>	Matters in which the release of information would impair the right to receive government funds, and specifically:
<input type="checkbox"/>	Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically:
<input type="checkbox"/>	Matters concerning negotiations, and specifically:
<input type="checkbox"/>	Matters involving the purchase of real property and/or the investment of public funds, and specifically
<input type="checkbox"/>	Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically
<input type="checkbox"/>	Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically
<input checked="" type="checkbox"/>	Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically Gerardo Batista (Attachment)
<input type="checkbox"/>	Matters involving quasi-judicial deliberations, and specifically

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

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: (Chapkowski/Kent) to adjourn the Executive Session and return to the Regular Meeting at 7:26 p.m.

Motion carried by unanimous voice vote.

14. ADJOURNMENT

Motion: (Kent/Sarmiento) to adjourn the meeting at 7:26 p.m.

Motion carried by unanimous voice vote.

Respectfully Submitted,

Scott A. Campbell, Board Secretary

***Next Board of Education Regular Meeting and Re-organization is scheduled for Monday, January 7, 2018 at 6:30 p.m.*

1
2