

1 **OFFICIAL MINUTES**

2  
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 **Monday, September 11, 2017** in the Nehaunsey 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	Curriculum/Technology Committee Buildings & Grounds Committee Personnel & Public Relations Gloucester County/State Board Association
<input checked="" type="checkbox"/> Mr. Andrew Chapkowski School Board Vice-President	(Chair) Buildings & Grounds Committee Curriculum & Technology Committee Personnel & Public Relations
<input type="checkbox"/> Mr. John Hughes <b>Absent</b>	Paulsboro Board of Education Representative 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
<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 6:33 p.m.)	(Chair) Budget & Finance Committee Negotiations Committee Personnel & Public Relations Alternate Delegate to the Gloucester County/State Board Association

9  
10 Quorum **YES**

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

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: (Kent/Lombardo) to approve the minutes:

4  
5 August 14, 2017– Regular Meeting  
6 August 14, 2017 – Executive Session  
7

8 Motion carried by unanimous voice vote.  
9

10 **2. EXECUTIVE SESSION #1**

11  
12 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*  
13 *6, et seq.*, which provides that an Executive session, not open to the public, may  
14 be held for certain specified purposes when authorized by Resolution.

15 The Board of Education for Greenwich Township, assembled in public session on  
16 **September 11, 2017**, hereby resolves that an Executive Session closed to the  
17 public shall be held on **September 11, 2017** at **6:32 p.m.** in the Nehaunsey  
18 Middle School library, located at 415 Swedesboro Road, Gibbstown, New Jersey,  
19 for discussion of certain matters which relate to items authorized by *Open Public*  
20 *Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.  
21

22 Motion: (Sarmiento/Kent) to enter into Executive Session #1 at 6:32 p.m. to  
23 discuss the following:  
24

<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 checked="" type="checkbox"/> Matters concerning negotiations, and specifically: <b>Interviews for Legal Services</b>
<input type="checkbox"/> Matters involving the purchase or 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 type="checkbox"/> Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions or employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:
<input type="checkbox"/> Matters involving quasi-judicial deliberations, and specifically:

25  
26 It is anticipated that such matters may be disclosed to the public upon the  
27 determination of the Board that applicable exception no longer applies and the  
28 public interest will no longer be served by such confidentiality.

1 Motion carried by unanimous voice vote.

2  
3 Motion: (Lombardo/Kent) to adjourn the Executive Session #1 and return to  
4 the regular meeting at 6:59 p.m.

5  
6 Motion carried by unanimous voice vote.

7  
8 **3. ADMINISTRATIVE/PRINCIPAL REPORTS**

9  
10 Motion: (Vernacchio/Chapkowski) to approve the following:

DRILLS – JULY 2017				
Date	Time/Location	Duration	Action/Drill	Weather Conditions
July 10, 2017	BSS/10:00 a.m. ESY	30 minutes	Lockdown	Inside Drill
July 31, 2017	BSS/11:00 a.m.	20 minutes	Fire Drill	Sunny

11  
12  
13 Motion carried by unanimous voice vote.

14  
15 **4. SUPERINTENDENT RECOMMENDATIONS**

16  
17 Motion: (Vernacchio/Lombardo) to approve the following as one, A-K:

18  
19 A. The approval to appoint the following teachers to the Title IA tutoring club  
20 for the 2017-2018 school year at a stipend of \$30.00 per hour, per the  
21 GTEA agreement and Title IA regulations:

Nicole Leach	Suzanne Pezzino	Sarah Beerley
Jesse Golden	Jessica Bruck	Kim Chila (substitute)

22  
23  
24  
25  
26 B. The approval of submission to the County Office the Statement of  
27 Assurance regarding Use of Paraprofessional Staff for the 2017-2018  
28 school year. (Attachment)

29  
30 C. The approval of the request from Judy Medica, Secretary to the School  
31 Business Administrator/Transportation, for FMLA leave effective  
32 December 15, 2017 through March 28, 2018, for medical reasons.  
33 (Attachment)

34  
35 D. The approval to appoint Raymond Moore as a substitute custodian,  
36 pending all documentation required for employment, including updated  
37 Criminal History letter, at a rate of pay of \$9.00 per hour, as needed, for  
38 the 2017-2018 school year.  
39

- 1 E. The approval to appoint Ramon Sanchez as a substitute custodian,  
2 currently a summer custodial employee, at a rate of pay of \$9.25 per hour,  
3 as needed, effective today, September 22, 2017, for the 2017-2018 school  
4 year.  
5  
6 F. The approval of the 2017-2018 Greenwich Township School District  
7 Standing Medical Orders. (Attachment)  
8  
9 G. The *retroactive* approval of request for medical leave from Rosemary  
10 Craytor, part-time lunch room aide at Nehaunsey Middle School, effective  
11 September 6, 2017 and return on December 1, 2017. (Attachment)  
12  
13 H. The acceptance of the district created District Improvement Plan as  
14 required by QSAC. (Attachment)  
15  
16 I. The approval of the request for intermittent FMLA from Toshia Kersey,  
17 Principal Secretary at Broad Street School, due to medical reasons,  
18 effective September 11, 2017, for the 2017-2018 school year.  
19 (Attachment)  
20  
21 J. The approval to appoint Regina Minniti as substitute secretary, at the  
22 initial rate of \$9.00 per hour, pending all Human Resource documents and  
23 updated criminal history check, for the 2017-2018 school year.  
24  
25 K. The approval to submit to the NJDOE our HIB Self-Assessment for  
26 Determining Grades report. (Attachment)  
27

28 **Duane Sarmiento** asked if item I is Federal FMLA or NJ FMLA?

29 **Dr. Jennifer Foley-Hindman** responded that it is NJ FMLA and that

30 **Ms. Kersey** has a documented medical condition.  
31

32 **Chad Kent** asked if we have someone in mind to replace **Judy Medica**,  
33 item C, for the three months she will be on medical leave? **Scott Campbell**  
34 replied that we have a plan in place and will discuss it in Executive Session.  
35

36 Roll Call Vote:  
37

38 Roseanne Lombardo – Abstained on Item A for Kim Chila; yes to all others

39 Andrew Chapkowski – Yes to all

40 Chad Kent – Yes to all

41 Gerald Michael – Yes to all

42 Duane Sarmiento – Yes to all

43 Susan Vernacchio – Yes to all  
44  
45

1 Motion: (Sarmiento/Kent) to approve the following as one, L & M:  
2

3 L. The approval to appoint Craig Dick to Part-Time Custodian/Maintenance  
4 position, Nehaunsey Middle School day shift, at \$15.00 per hour,  
5 effective upon successful submission of all Human Resource  
6 documents and evidence of criminal history clearance check, for the  
7 2017-2018 school year.  
8

9 M. The approval to appoint John Maloney to Part-Time  
10 Custodian/Maintenance position, Nehaunsey Middle School night shift,  
11 at \$15.00 per hour, effective upon successful submission of all Human  
12 Resource documents and evidence of criminal history clearance check,  
13 for the 2017-2018 school year.  
14

15 *Duane Sarmiento said he knows **Craig Dick** is from Gibbstown and he thinks*  
16 *it is great to see him hired for our school district. **Mr. Sarmiento** said he*  
17 *knows **Mr. Dick** personally and he can assure the Board that you won't find a*  
18 *harder working person.*  
19

20 Roll Call Vote:  
21

22 Roseanne Lombardo – Yes  
23 Andrew Chapkowski – Yes  
24 Chad Kent – Yes  
25 Gerald Michael – Abstained on item #L; yes to item M  
26 Duane Sarmiento – Yes  
27 Susan Vernacchio – Yes  
28

29 **5. POLICY & REGULATIONS**  
30

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

33 A. The approval of the following list of new and/or revised district policies.  
34

<b>POLICY/REGULATION NUMBER</b>	<b>TITLE</b>	<b>1<sup>ST</sup> READING</b>	<b>2<sup>ND</sup> READING</b>
P1511 (N)	Board of Education Website Accessibility	XX	
P2700 (M, R)	Services to Nonpublic School Students	XX	
P3436 (N)	Teaching Staff – Personal Leave	XX	
P4436 (N)	Support Staff – Personal Leave	XX	
P & R 7100 (M, R)	Long-Range Facilities Planning	XX	
P & R 7101 (R)	Educational Adequacy of Capital Projects	XX	
P & R 7102 (N, R)	Site Selection and Acquisition	XX	
P7130 (R)	School Closing	XX	
P7300 (R)	Disposition of Property	XX	

R7300.2 (R)	Disposal of Land	XX	
R7300.3 (R)	Disposal of Personal Property	XX	
R7300.4 (R)	Disposal of Federal Property	XX	

Motion carried by unanimous voice vote.

**6. CURRICULUM & INSTRUCTION**

Motion: (Lombardo/Kent) to approve the following:

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

Name/Position	Workshop, Location, Time	Date	Cost
Vanessa Gottesfeld BSS Teacher	International Dyslexia Conference Somerset, NJ 8:15 a.m. – 3:00 p.m.	10/13/17	\$190.00 Plus Mileage Plus Substitute

Motion carried by unanimous voice vote.

*\*\*Our adopted rules of Parliamentary Procedure, Robert's Rules, provide for a consent agenda listing several items for approval of the Board by a single motion. Most of the items listed under the consent agenda have gone through Board subcommittee review and recommendation. Documentation concerning these items has been provided to all Board members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Board member.*

**7. BUDGET & FINANCE**

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

A. The *retroactive* approval of E.A.P. (Employee Assistance Program) through The Southwest Council, Inc., effective July 1, 2017 through June 30, 2018, at a rate of \$20.00 per employee. (Attachment)

B. The *retroactive* approval of the 2017-2018 agreement to Provide Chapter 226 Non-public Nursing Services between Gloucester County Special Services School District and Greenwich Township Public School District, effective September 5, 2017 through June 30, 2018. (Attachment)

**Andrew Chapkowski** asked if the Southwest Council is something we give to our employees? **Scott Campbell** said it isn't given to them; it is negotiated. It is a contractual obligation.

Motion carried by unanimous voice vote.

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

4 Motion: (Sarmiento/Chapkowski) to approve the following:  
5

6 A. **Bills Lists**  
7

- 8 1. The bills as presented by the Business Administrator in the  
9 following amounts are ordered paid:  
10

<b>Number</b>	<b>Amount</b>
P15	\$56,712.35
P15A	<b>(\$412.89)</b>
P15B	\$74.61
P16	\$412.89
P17	<b>(\$487.50)</b>
P18	\$487.50
P19	\$129,722.18
P20	\$9,340.10
P21	\$176,516.51
<b>TOTAL</b>	<b>\$372,365.75</b>

11 Motion carried by unanimous voice vote.  
12  
13

14 **9. BUILDINGS & GROUNDS**  
15

16 Motion: (Chapkowski/Sarmiento) to approve the following:  
17

18 A. **Use of Facilities**  
19

- 20 1. The approval for the Greenwich Township Recreation Committee  
21 to use the Broad Street School gymnasium on October 20, 2017,  
22 from 5:00 p.m. to 9:00 p.m. for the township Halloween Party.  
23

24 ***Roseanne Lombardo*** asked who was in charge of supervision for the  
25 ***bathrooms during the use of facilities?*** ***Dr. Jennifer Foley-Hindman*** said it  
26 ***is the responsibility of the party using the facilities. We can reach out to them***  
27 ***regarding supervision.***  
28

29 Motion carried by unanimous voice vote.  
30  
31  
32

1 **10. OLD BUSINESS**

2  
3 A. Scott Campbell discussed with the Board the accounting software update.

4  
5 B. Atlantic City Electric update.

6  
7 **11. NEW BUSINESS**

8  
9 *Susan Vernacchio asked if there were any problems with the start of school?*  
10 *Dr. Jennifer Foley-Hindman said other than a few glitches with transportation it*  
11 *was a relatively smooth start to the new school year.*

12  
13 *Chad Kent asked about the school recognizing special days especially today*  
14 *being Patriotic Day. Dr. Jennifer Foley-Hindman said that Broad Street School*  
15 *is having something next week. He feels like they should have had a program*  
16 *today instead of next week. Roseanne Lombardo said speaking from a teacher*  
17 *standpoint, with school just starting, the teachers probably didn't have enough*  
18 *time to prepare something. Mr. Kent said they can plan it at the end of the*  
19 *school year so something is in place for the start of the school year. Dr. Foley-*  
20 *Hindman will look into seeing what can be done in the future and come up with a*  
21 *better solution.*

22  
23 **12. PUBLIC – AGENCA/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 In accordance with Board policy and procedures, speakers are not permitted to  
32 publicly speak of personal issues involving school personnel or against any  
33 person connected to the school system. Any such concern should be presented  
34 to the school or district-level administration so that a proper response may be  
35 given.

36  
37 No public comment at this time.

38  
39 **13. EXECUTIVE SESSION #2**

40  
41 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*  
42 *6, et seq.*, which provides that an Executive session, not open to the public, may  
43 be held for certain specified purposes when authorized by Resolution.  
44 The Board of Education for Greenwich Township, assembled in public session on  
45 **September 11, 2017**, hereby resolves that an Executive Session closed to the



1 public shall be held on **September 11, 2017 at 7:23 p.m.** in the Nehaunsey  
2 Middle School library, located at 415 Swedesboro Road, Gibbstown, New Jersey,  
3 for discussion of certain matters which relate to items authorized by *Open Public*  
4 *Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.

5  
6 Motion: (Lombardo/Vernacchio) to enter into Executive Session at 7:42  
7 p.m. to discuss the following:  
8

<input type="checkbox"/> Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:
<input checked="" type="checkbox"/> Matters in which the release of information would impair the right to receive government funds, and specifically: <b>Port Pilot Program</b>
<input checked="" type="checkbox"/> Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically: <b>Residency and Homelessness updates</b>
<input checked="" type="checkbox"/> Matters concerning negotiations, and specifically: <b>Results of Legal Services interviews</b>
<input type="checkbox"/> Matters involving the purchase or 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: <b>Superintendent Evaluation &amp; Business Office Personnel</b>
<input type="checkbox"/> Matters involving quasi-judicial deliberations, and specifically:

9  
10 It is anticipated that such matters may be disclosed to the public upon the  
11 determination of the Board that applicable exception no longer applies and the  
12 public interest will no longer be served by such confidentiality.

13 Motion carried by unanimous voice vote.

14  
15 Motion: (Lombardo/Kent) to adjourn the Executive Session #2 and return to  
16 the regular meeting at 8:03 p.m.

17  
18 Motion carried by unanimous voice vote.

19  
20 **14. RESOLUTION – CONTRACT EXECUTION**

21  
22 Motion: (Chapkowski/Vernacchio) to approve the following resolution:

23  
24 A. The approval for the professional service contract until June 30, 2018.

25  
26 **WHEREAS**, funds are available for this purpose; and  
27

1                                   **WHEREAS**, the Local Public Contracts Law (*N.J.S.A.*  
2                                   *18A:18-5 et. seq.*) no longer requires that the resolution authorizing the  
3                                   award of contracts for “Professional Services” be bid competitively;  
4

5                                   **NOW, THEREFORE, BE IT RESOLVED**, by the Board of  
6                                   Education of Greenwich, County of Gloucester and State of New Jersey,  
7                                   as follows:  
8

- 9                                   1.     The President and Secretary are hereby authorized and directed to  
10                                   execute contracts until June 30, 2018:  
11  
12                                   a.     Paul C. Kalac, Esq. and Andrew B. Brown, Esq. of the firm of  
13                                   Schwartz, Simon, Edelstein and Celso, LLC for legal  
14                                   representation.  
15  
16                                   2.     The above contract is awarded without competitive bidding as a  
17                                   “Professional Service” under provisions of the Local Public  
18                                   Contracts Law because the above persons or firms named are  
19                                   licensed to proactive a recognized profession in the State of New  
20                                   Jersey, as above stated, and further such services to be performed  
21                                   cannot be bid competitively because it is impossible to prepare  
22                                   specifications for same in accordance with the above-captioned  
23                                   statutes.  
24

25                                   Motion carried by unanimous roll call vote.  
26

27                                   Motion:           (Vernacchio/Kent) to approve the following:  
28

- 29                                   B.     The *retroactive* approval of Dr. Jennifer Foley-Hindman, Chief School  
30                                   Administrator salary for the 2017-2018 school year at \$132,352.00.  
31

32                                   Roll Call Vote:  
33

- 34                                   Chad Kent – Yes  
35                                   Gerald Michael – Yes  
36                                   Duane Sarmiento – Abstained  
37                                   Susan Vernacchio – Yes  
38                                   Roseanne Lombardo – Yes  
39                                   Andrew Chapkowski – Yes  
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**15. ADJOURNMENT**

Motion: (Sarmiento/Vernacchio) to adjourn the meeting at 8:08 p.m.

Motion carried by unanimous voice vote.

Respectfully Submitted,

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

*\*\*Next Board of Education Regular Meeting is scheduled for Monday, October 16, 2017 at 6:30 p.m. \*\**