

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **Monday, August 16, 2010** in the Nehaunsey Middle School library.

5
6 The meeting was called to order by Vice-President Loraine LaPalomento at 7:01 p.m.

7
8 **Roll Call:**

9
10 Loraine LaPalomento
11 Louis Fabiani
12 Roseanne Lombardo
13 Lisa Morina
14 Susan Vernacchio

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

18
19 **Absent:**

20
21 James Worrell
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 **Gloucester County Times**, **Courier Post** and the **Township Clerk**. It
26 was also posted in the Greenwich Township School Buildings. (Optional: Videotaping
27 Regulations – “The proceedings of this meeting are being videotaped and anyone
28 wishing to discuss an individual child should so note.”)

29
30 Flag Salute

31
32 **1. MINUTES**

33
34 Motion: (Fabiani/Lombardo) to approve the minutes:

35
36 June 21, 2010 – Regular Meeting
37 June 21, 2010 – Executive Session
38 July 19, 2010 – Special Meeting

39
40 **Roll Call Vote:**

41
42 Loraine LaPalomento – Yes
43 Louis Fabiani - Yes
44 Roseanne Lombardo – Yes

1
2 Lisa Morina – Abstained on the June meetings; Yes to the July meeting
3 Susan Vernacchio – Yes
4

5 **2. SUPERINTENDENT’S REPORT**
6

7 Motion: (Fabiani/Lombardo) to approve the following:
8

9 A. Administrative Reports

- 10
11 1. Enrollments Statistics, Fire Drills and Suspensions as of June 30,
12 2010. (Attachment – EXHIBIT B1)
13
14 2. School Health Services Monthly Reports as of June 30, 2010.
15 (Attachment – EXHIBIT B2)
16
17 3. School Health Services Annual Reports for the 2009-2010 school
18 year. (Attachment – EXHIBIT B3)
19
20 4. 2009-2010 Violence & Vandalism Report as of June 30, 2010.
21 (Attachment – EXHIBIT B4)
22
23 5. Monthly Report of Attendance Officer as of June 30, 2010.
24 (Attachment – EXHIBIT B5)
25

26 Motion carried by unanimous roll call vote.
27

28 Motion: (Fabiani/Vernacchio) to approve the following:
29

30 B. District Policies/Regulations

- 31
32 1. The approval of the following list of new and/or revised district
33 bylaws, policies and regulations on **second** reading:
34

Policy/Regulation No#	Title
Policy/Regulation 5111	Eligibility of Resident/Nonresident Pupil (Revised)
Policy 6360	Political Contributions (Revised)
Policy/Regulation 6422	Budget Transfers (Revised)
Policy/Regulation 6740	Reserve Accounts (Revised)
Policy/Regulation 8420/8420.1	Emergency and Crisis Situations (Revised) Fire and Fire Drills (Revised)

35
36 Motion carried by unanimous roll call vote.

1
2 Motion: (Fabiani/Lombardo) to approve the following:

3 C. Policy

- 4
5 1. Be it resolved that the Board of Education does not support or
6 recognize the practice of compensatory time for employees of the
7 Greenwich Township School District effective immediately.
8

9 Motion carried by unanimous roll call vote.

10
11 Motion: (Lombardo/Morina) to approve the following:

12
13 D. Medical Standing Orders

- 14
15 1. The approval of the Greenwich Township School District Medical
16 Standing Orders for the 2010-2011 school year (copy available for
17 review in the Superintendent's Office).
18

19 Motion carried by unanimous roll call vote.

20
21 Motion: (Vernacchio/Fabiani) to approve the following:

22
23 E. Job Descriptions

- 24
25 1. The approval of the following revised Greenwich Township School
26 District's job descriptions. (Hard copies are available in the
27 Superintendent's Office.)
28

29 Administration

30	1001.1	Superintendent/Elementary School Principal
31	1003	Board Attorney
32	1005	Public School Accountant/Auditor
33	1007	Supervisor of Child Study Team
34	1009	Technology Coordinator
35	1010	Middle School Principal/Curriculum Supervisor
36	1014	School Physician/Medical Inspector

37
38 Teaching Staff

39	3001	Elementary Education Teacher
40	3001.1	Middle School Subject Area Teacher
41	3005	School Psychologist
42	3006	Learning Disabilities Teacher/Consultant
43	3007	Social Worker
44		

- 1 3008 Guidance Counselor
- 2 3010 School Nurse
- 3 3011 Art Teacher
- 4 3012 Special Education Teacher
- 5 3013 Health and Physical Education Teacher
- 6 3014 Extra Curricular Activity Advisor
- 7 3015 Music Teacher

8

9 Support Staff

- 10
- 11 4001 Secretary to Superintendent
- 12 4002 School Secretary
- 13 4004 Kindergarten Aide (Part Time)
- 14 4006 Classroom Aide – Special Education
- 15 4009 Cafeteria/Playground Aide
- 16 4011 Accounts Payable Clerk/Bookkeeper
- 17 4012 Payroll/Benefits Clerk
- 18 4023 Secretary to Business Administrator/Board
- 19 Secretary/Transportation
- 20 4024 One-on-One Special Education Aide
- 21 4025 Computer Technician
- 22 4026 One-on-One Special Education Aide for Children on the
- 23 Autism Spectrum
- 24 4027 Secretary to Child Study Team Supervisor
- 25

26 Motion carried by unanimous roll call vote.

27

28 **3. PERSONNEL**

29

30 Motion: (Fabiani/Vernacchio) to approve the following as one, A & H:

- 31
- 32 A. Be it resolved that the Board of Education authorizes the Administration to
- 33 advertise for the stipend position of Maintenance/Custodian Liaison.
- 34
- 35 B. The approval of the resignation of Barbara Zane, Cafeteria/Lunchroom
- 36 Aide, Broad Street School, effective June 30, 2010.
- 37
- 38 C. Resolution herein seeking permission of the Commissioner to employ the
- 39 below recommended support staff applicants on an emergent basis for a
- 40 period not to exceed three (3) months pending a positive Criminal History
- 41 check and/or completion of required paperwork:
- 42
- 43 1. The approval for the appointment of Stacy Hoehn as a First Grade
- 44 Teacher at Broad Street School for the 2010-2011 school year

1 effective September 1, 2010 at an annual salary of \$47,399.00,
2 Step 1 (BA), with benefits, as per the GTEA Agreement.
3

4 2. The approval for the appointment of Jason Godfrey as One-on-One
5 Special Education Aide at Nehaunsey Middle School effective
6 September 1, 2010 for the 2010-2011 school year at an annual
7 salary of \$26,288.08 with benefits, as per the GTEA Agreement.
8

9 3. The approval for the appointment of Kathryn Tortella as a One-on-
10 One Special Education Aide at Broad Street School effective
11 September 1, 2010 for the 2010-2011 school year at an annual
12 salary of \$26,288.08 with benefits, as per the GTEA Agreement.
13

14 4. The approval of Melissa Trombly as a One-on-One Special
15 Education Aide at Broad Street School effective September 1, 2010
16 for the 2010-2011 school year at an annual salary of \$26,288.08
17 with benefits, (salary and benefits to be paid by Mantua Township)
18 as per the GTEA Agreement.
19

20 D. The approval to appoint Allison Delaney for the extra-curricular position of
21 Italian Club Assistant for the 2010-2011 school year at a stipend of \$30.00
22 per hour not to exceed \$500.00.
23

24 E. The approval for the appointment of the following staff member as a
25 mentor teacher for the 2010-2011 school year to be compensated
26 prorated as per the BOE/GTEA Agreement, Article XII, Section B, 4(a)
27 effective September 1, 2010.
28

29 Staff Member/Grade Level

Mentor Teacher

30 Michael Snyder (Nehaunsey)

Jody Harris

31
32
33 F. The approval of the reappointment of the following Substitute Teachers for
34 the 2010-2011 school year. Substitute rate will be \$70.00 a day, up to and
35 including ten (10) days. After ten (10) days, the rate increases to \$75.00 a
36 day.
37

38 Allison Cheesman
39 Samantha Egbert
40 Sam Zappala
41

Tina Cooke
William Wilgus

42 G. The approval for the appointment of the following Substitute Teachers for
43 the 2010-2011 school year. Substitute rate will be \$70.00 a day, up to and

1 including ten (10) days. After ten (10) days, the rate increases to \$75.00 a
2 day.

3
4 Shannon Bailey Lisa Battaglia
5 Prudence Hanley Bonnie Jeffers
6 Karen Mizner Samuel Spoto
7

8 H. The approval for the appointment of Barbara Zane as a Substitute
9 Cafeteria/Lunchroom Aide for the 2010-2011 school year at a rate of
10 \$8.25 per hour.

11
12 Motion carried by unanimous roll call vote.

13
14 **4. CURRICULUM & INSTRUCTION**

15
16 Motion: (Fabiani/Vernacchio) to approve the following as one, A-D

17
18 A. The approval for the Request to Provide Services Contracts through the
19 Commission for the Blind and Visually Impaired for the 2010-2011 school
20 year for the following pupils:
21

Pupil	Service Level	Cost
2010-CBVI-1	Level 1	\$1,700.00
2010-CBVI-2	Level 1	\$1,700.00

22
23 The New Jersey Department of Education debits the District's state aide
24 payment for services.

25
26 B. The approval of the submission of the NCLB application for the 2010-2011
27 school year.

28
29 C. The approval for the acceptance of the 2010-2011 Italian Funding
30 Agreement from the Italian American Committee on Education in the
31 amount of \$8,000.00 as per the attached. (Attachment – EXHIBIT C)
32 This includes a payment of \$100.00 for the IACE membership fee.

33
34 D. The approval to accept the approved IDEIA grant award from the NJDOE
35 for the fiscal year 2011 for funds as listed below:

36
37 Program Duration: Start 9/1/10 End: 8/31/11

Program Name	Award Amount
Basic - Public	\$183,887.00

Basic – Non-Public	\$36,220.00
PreSchool – Public	\$10,303.00
PreSchool – Non-Public	\$2,944.00

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Motion carried by unanimous roll call vote.

***Robert Suessmuth** spoke about the possibility of expanding the Pre-School Disabled Program at Broad Street School. There is a special needs child in our district that would benefit from being in a classroom of her peers. The other option is to send her out to a private school at a cost to the district for the tuition and the transportation. **Loraine LaPalomento** asked if we have the staffing and would we have the curriculum by September 1? **Mr. Suessmuth** responded that we do have the staffing and as far as the curriculum, we would have to do the best that we can for now. The Board decided to vote on it.

E. PreSchool Program

Motion: (Lombardo/Fabiani) to approve to expand our Pre-School Disabled Program.

Roll Call Vote:

- Louis Fabiani – Yes
- Loraine LaPalomento - Yes
- Roseanne Lombardo – Yes
- Lisa Morina – Yes
- Susan Vernacchio - Abstained

5. WORKSHOPS

Motion: (Fabiani/Morina) to approve the following:

A. The retroactive approval for the following individual to attend an out-of-district workshop during the 2010-2011 school year:

Name	Workshop Title/Location Date	Cost
Alisa Whitcraft	The 4th Annual School Safety & Security Conference Washington Township High School 8/12/10 8:30 a.m. – 12:00 p.m.	\$10.00 Plus Mileage

B. The approval for the following individuals to attend out-of-district workshops during the 2010-2011 school year:

1

Name	Workshop Title/Location/Date	Cost
Diane Shirley	Teaching and Learning with Monarch Butterflies EIRC Mullica Hill, NJ 8/19/10-8/20/10	\$99.00 Plus Mileage
Alisa Whitcraft	School Security Drill Law Camden County College Blackwood, NJ 9/28/10	\$-0- Plus Mileage
Diane Shirley	National Talent Network's 4th Annual Gifted and Talented Learning Fair EIRC Mullica Hill, NJ 10/1/10	\$75.00 Plus Substitute Plus Mileage

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6. BUSINESS & FINANCE

Motion: (Fabiani/Vernacchio) to approve the following as one, A-D:

- A. The bills as presented by the Business Administrator in the following amounts are ordered paid. (Attachment – EXHIBIT D1)

No#	Amount
P85	\$138,089.21
P86	\$312,021.02
P87	\$230,736.77
P88	\$77,532.22
P89	\$31,270.25
P90	\$68,313.03
P91	\$38,821.49
P01	\$64,061.70
P02	\$70,562.29
P03	\$63,185.23
P04	\$6,011.62
TOTAL	\$1,100,604.83

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- B. The approval for the following checks to be voided. (Attachment – EXHIBIT D2)

Check#	Vendor	Amount
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8664	Township of Greenwich	\$675.00
8688	Holcomb Commercial Vehicle	\$7,366.68
8731	Pamela Grossman	\$442.00
8742	Robin Lerch	\$442.00

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2 C. Student Activities Account

- 3
4 1. The approval of the Student Activities Account Monthly Bank
5 Reconciliation for the months of June 2010 and July 2010.
6 (Attachment – EXHIBITS E1 and E2)
7

8 D. Qualified Purchasing Agent/Bid Threshold

- 9
10 1. The approval of the Resolution for Increasing the Bid Threshold
11 and Appointing a Qualified Purchasing Agent in a Board of
12 Education or Other Entity Subject to the Provisions of N.J.S.A. 18A:
13 18A-1. (Attachment – EXHIBIT F)
14

15 Motion carried by unanimous roll call vote.

16
17 Motion: (Fabiani/Lombardo) to approve the following as one, E1-E4:
18

19 E. Contracts

- 20
21 1. The approval of the Joint Purchasing Agreement between the
22 Pittsgrove Township Board of Education and the Greenwich
23 Township Board of Education to purchase paper, materials and
24 supplies for the 2010-2011 school year. (Attachment – EXHIBIT G)
25
26 2. The approval of the agreement between the Greenwich Township
27 Board of Education and the Paulsboro Board of Education for two
28 (2) Special Education Classroom Aide services for the 2010-2011
29 school year at a salary rate of \$26,288.08, including all related
30 medical benefits and all related costs.
31
32 3. The approval of the agreement between the Greenwich Township
33 Board of Education and the Mantua Township Board of Education
34 for Special Education Classroom Aide services for the 2010-2011
35 school year at a salary rate of \$26,288.08, including all related
36 medical benefits and all related costs.
37
38 4. The approval for the Greenwich Township School District to
39 contract with Paulsboro Public Schools for shared Business Office

services provided by Lisa Capasso on an emergency as-needed basis for the 2010-2011 school year at a salary of \$21.22 per hour including up to ten (10) hours for orientation and hands-on experience with district payroll processing procedures.

Motion carried by unanimous roll call vote.

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

F. Cafeteria Prices

- The approval of Nutri-Serve Food Management, Inc's cafeteria prices for the 2010-2011 school year as follows:

BROAD STREET SCHOOL	
Paid Breakfast	\$1.50
Paid Lunch	\$2.75
Reduced Breakfast	\$.30
Reduced Lunch	\$.40
NEHAUNSEY MIDDLE SCHOOL	
Paid Breakfast	\$1.75
Paid Lunch	\$3.00
Reduced Breakfast	\$.30
Reduced Lunch	\$.40
ADULT PRICES	
Adult Pattern Lunch	\$5.00
Adult Salad Platter	\$5.00
Coffee & Tea	\$.60

A LA CARTE ITEMS			
Assorted Chips	\$.50	Baked Chips	\$.60
Popcorn	\$.60	Goldfish Crackers	\$.40
Nachos w/cheese	\$1.50	100 Calorie Snacks	\$.75
Yogurt	\$.50	Soft Pretzel	\$.75
Fresh Fruit	\$.55	Pretzel Rod	\$.10
Ice Cream	\$.65	Fresh Baked Cookie	\$.40
BEVERAGES			
Milk	\$.50	Vitamin Water	\$1.50
100% Fruit Snapple	\$1.25	Pure Juice 4oz.	\$.55

Motion carried by unanimous roll call vote.

1
2 Motion: (Fabiani/Lombardo) to approve the following:
3

4 G. Substitute Support Staff Rates
5

- 6 1. The approval of the hourly rates for Substitute Support Staff for the
7 2010-2011 school year as follows:
8

9 Substitute Bus Drivers	\$14.00
10 Substitute Bus Aides	\$ 8.25
11 Substitute Custodians	\$ 8.50
12 Substitute Cafeteria/Lunchroom Aides	\$ 8.25
13 Substitute Kitchen Workers	\$ 8.50
14 Substitute Non-Instructional Aides	\$ 8.25
15 Substitute Secretary	\$ 8.50

16
17 Motion carried by unanimous roll call vote.
18

19 Motion: (Morina/Lombardo) to approve the following as one H1-H4:
20

21 H. Transportation
22

- 23 1. The approval of the Greenwich Township School District bus routes
24 for the 2010-2011 school year as follows:
25

BUS ROUTES	SCHOOLS
GRP1, GRP2, GRP3	Paulsboro High School
GRN1, GRN2, GRN3, GRN4, GRN5	Nehaunsey Middle School
GR01, GR02, GR04, GR05	Broad Street School
GPS1, GPS2	AM & PM PreSchool (Broad Street School)
GRPB	Paulsboro High School (Wheelchair Student), Bankbridge Regional Schools and GCIT Career Center, Sewell, NJ

- 26
27 2. The approval of the 2010-2011 Joint Transportation Agreement
28 between the Gateway Regional Board of Education (Host) and the
29 Greenwich Township Board of Education (Joiner) for the
30 transportation of forty-two (42) students to the Gloucester County
31 Institute of Technology. The Joiner agrees to pay the Host district
32 \$40,720.00 which may be adjusted based on changes to the route.
33
34 3. The approval of the 2010-2011 Joint Transportation Agreement
35 between the Gateway Regional Board of Education (Host) and the

1 Greenwich Township Board of Education (Joiner) for the
2 transportation of one (1) student, (#2010-06) to Kingsway Learning
3 Center, Haddonfield. The Joiner agrees to pay the Host district
4 \$9,932.40 which may be adjusted based on the changes to the
5 route.
6

- 7 4. The approval of the Fall 2010-2011 Joint Transportation Agreement
8 (Route GRPB) between the Greenwich Township Board of
9 Education (Host) and the East Greenwich Township Board of
10 Education (Joiner) for the transportation of nine (9) students as
11 follows:

12 One (1) Greenwich (wheelchair) student to Paulsboro High School,
13 one (1) Greenwich student to the GCIT Career Center, Sewell, NJ,
14 one (1) Greenwich student to the Bankbridge Development Center,
15 one (1) Greenwich student to the Bankbridge East Campus, four (4)
16 East Greenwich students to the Bankbridge Development Center
17 and one (1) East Greenwich student to the Bankbridge East
18 Campus. The Bankbridge Campus is located in Sewell, NJ. The
19 Joiner (East Greenwich) agrees to pay the Host district \$4,993.00
20 per student which may be adjusted based on changes to the route.
21

22 ***Susan Vernacchio** commented about the fact that we are using a shared
23 service with other districts to bring money into the district. She said that whoever
24 is responsible is doing a great job. **Loraine LaPalomente** concurred. *
25

26 Motion carried by unanimous roll call vote.
27

28 **7. FACILITIES**

29 Motion: (Fabiani/Lombardo) to approve the following:
30

31 A. 2010-2011 Alternate Toilet Room Facilities

- 32 1. The approval for submission of the 2010-2011 Alternate Toilet
33 Room Facilities-Early Intervention, Pre-Kindergarten and
34 Kindergarten form to the New Jersey State Department of
35 Education to be in compliance with the N.J.A.C.6A:26-6.2(h)4ii and
36 iii. This would be for rooms 104, 106, 107 and 111 at Broad Street
37 School. (Attachment – EXHIBIT H)
38
39
40

41 Motion carried by unanimous roll call vote.
42

43 **8. USE OF FACILITIES**

44

1 *After much discussion, the item presented for use of facilities was tabled until
2 further information can be gathered from the group requesting the facilities.*
3

4 **9. OLD BUSINESS**

5
6 None at this time.
7

8 **10. NEW BUSINESS**

9
10 Scott Campbell received a phone call from the West Deptford Board Secretary
11 and stated that his payroll clerk may be leaving and asked Mr. Campbell if our
12 payroll clerk can help out since they use the same EMC program for our payroll.
13 Mr. Campbell stated that West Deptford would pay us for our services.
14

15 Scott Campbell asked the Board if it were possible to keep several of the
16 summer help for another week to finish up some last minute cleaning? He stated
17 that there is money in the budget for it. The Board agreed.
18

19 Robert Suessmuth stated that the air conditioning unit in the Nehaunsey
20 Principal's Office is no longer working and Scott Campbell received quotes for a
21 new one with SPS Mechanical, Inc. of Woolwich Township being the lowest
22 responsible quote. The Board agreed to purchasing a new air conditioning unit
23 with a heat pump.
24

25 **11. CORRESPONDENCE**

26
27 No correspondence at this time.
28

29 **12. BOARD OF EDUCATION COMMITTEE REPORTS**

30
31 ***Roseanne Lombardo*** stated that Dr. Scambia commented that ***Louie Fabiani*** is
32 doing a great job as the representative to Paulsboro.
33

34 ***Loraine LaPalomente*** stated that the Technology Committee will be meeting
35 throughout the year with the technology coordinator so that they can be kept
36 informed.
37

38 ***Sue Vernacchio*** stated that the Negotiations Committee will be meeting on
39 September 21, 2010 for a mediation meeting but that she is no longer the
40 chairperson and the new committee will be in attendance at the September 21
41 meeting.
42

43 **13. PUBLIC – AGENGA/NON-AGENDA ITEMS**

1 This if the time when anyone from the public who wishes to speak to the Board
2 may do so. Please state your name, address and phone number. The Board will
3 hear your concerns. The Board may or may not take action this evening, by
4 letter or telephone, of any action the Board does take.
5

6 Terri DiSanto, Greenwich Township School District social worker and President
7 of Greenwich Township Education Association, made a comment that in the past
8 nine months they have had three different negotiation committee members.
9

10 Vincent Tarantino wanted to publicly thank Robert Suessmuth for helping him
11 with the transition in our district. He stated that Mr. Suessmuth is a great mentor
12 and he will have "big shoes to fill". Loraine LaPalomanto also wanted to thank
13 Mr. Suessmuth as did Scott Campbell. Mr. Campbell stated that Mr. Suessmuth
14 has been great to work with, he is a good man and it has been a good
15 experience. Mr. Suessmuth thanked the Board of Education for an "excellent 20
16 months" and that September 1st, he will say his official goodbye to the staff at the
17 in-service.
18

19 **14. ADJOURNMENT**

20
21 Motion: (Fabiani/Lombardo) to adjourn the meeting at 8:03 p.m.
22

23 Motion carried by unanimous voice vote.
24
25
26

27 Respectfully Submitted,
28
29
30

31 _____
32 Scott A. Campbell, Board Secretary
33
34