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3 **OFFICIAL MINUTES**

4 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
5 **Monday, May 9, 2016** in the Nehaunsey Middle School library.

6 The meeting was called to order by President Andrew Chapkowski at 6:32 p.m.

7
8 Roll Call:
9

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

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.”)

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21 **FLAG SALUTE**
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1 **1. MINUTES**

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3 Motion: (Kent/Hughes) to approve the minutes:

- 4
5 April 11, 2016 – Regular Meeting
6 April 11, 2016 – Executive Session
7 April 25, 2016 – Public Hearing on the Budget
8

9 Motion carried by unanimous voice vote.

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11 **2. SUPERINTENDENT’S REPORT**

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13 Motion: (Vernacchio/Hughes) to approve the following as one, A1-A5:

14
15 A. Administrative Reports/Principal’s Reports

- 16
17 1. School Health Services Monthly Reports for Broad Street School
18 as of April 30, 2016. (Attachment)
19
20 2. School Health Services Monthly Reports for Nehaunsey Middle
21 School as of April 30, 2016. (Attachment)
22
23 3. Monthly Attendance, Enrollment, Drills, Monthly Overview as of
24 April 30, 2016:
25

MONTHLY ATTENDANCE – APRIL 2016	
Broad Street School	95.9
Nehaunsey Middle School	94.5

26

BROAD STREET SCHOOL ENROLLMENT – MARCH 2016				
Reale - 15				Pre-K Totals - 15
Ballinger - 17	Barker - 11	Beckett - 15		Grade K Totals - 43
Exley - 17	Podolski - 16	Walker - 15		Grade 1 Totals - 48
Nastase - 16	New - 16	Sayers - 17		Grade 2 Totals - 49
Beerley - 17	Mortimer - 19	Pezzino - 14		Grade 3 Totals - 50
Chila - 19	Hoyt - 18	Tortella - 17		Grade 4 Totals - 54
				Total Enrollment - 259

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NEHAUNSEY MIDDLE SCHOOL ENROLLMENT – MARCH 2016				
	Cotton - 18	O'Donnell - 19		Grade 5 Totals - 37
McGann - 19	Salvatore - 15	Tomaszewski - 15		Grade 6 Totals - 49
Bomze - 21	Leach - 17	Seiner - 16		Grade 7 Totals - 54
Gregg - 11	Mettler - 12	Porreca - 17	Snyder - 14	Grade 8 Totals - 54
				Total Enrollment - 194

DRILLS – APRIL 2016				
Date	Time/Location	Duration	Action/Drill	Weather Conditions
April 11, 2016	NMS/1:34 p.m.	4 minutes	Fire Drill	Sunny & Cool
April 20, 2016	BSS/9:58 a.m.	2 minutes	Fire Drill	Sunny & Cool
April 25, 2016	NMS/11:00 a.m.	7 minutes	Bomb Threat Drill	Sunny & Warm
April 26, 2016	BSS/1:45 p.m.	8 minutes	Bomb Threat Drill	Sunny & Warm

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MONTHLY EVENT OVERVIEW – APRIL 2016		
Date 2016	Event	Building
April	PARCC Assessments	Both
April 6, 2016	5 th Grade Trip – Pitman Theatre	NMS
April 7, 2016	GAPCAP Awards Presentation	Both
April 14, 2016	Teacher of the Year Luncheon	Both
April 15, 2016	Kindergarten – Philadelphia Zoo	BSS
April 19, 2016	Earth Day Presentation	BSS
April 21, 2016	Building Walk-Thru with Architect	Both
April 22, 2016	1 st Grade Trip – Adventure Aquarium	BSS
April 22, 2016	4 th Grade Trip – The Battleship NJ	BSS

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4. Student Discipline, Violence/Vandalism, HIB as of April 30, 2016

Infraction/Referrals/Reports	Number of Incidents this Month		2015-2016 Total-to-Date	
	BSS	NMS	BSS	NMS
Dating Violence	0	0	0	0
Detention After School	0	4	6	11
Harassment, Intimidation or Bullying	0	0	0	1
Out-of-School Suspensions (OSS)	0	1	1	6
Restricted Study	0	0	1	0
Violence, Vandalism, Substance Abuse	0	*0 Pending report	0	*0 pending report

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5. Completed Investigation Reports as of April 30, 2016

Monthly Discipline/EVRS Summary					
	Incidents	Lunch Detention	After-School Detention	Restricted Study	Out-of-School Suspension
Broad Street	1	1	0	0	0
Nehaunsey	125	2	4	0	1
Total number of disposition (lunch detention, after school detention, restricted study and out-of-school suspension) may not equal total number of incidents.					

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Motion carried by unanimous voice vote.

1 **3. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING**
2 **ACTION ITEMS**
3

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

6 A. The approval for appointment of substitute school nurse, Caroll Craig, at a
7 rate of \$175.00 per day pending receipt of all appropriate documentation.
8

9 B. The *retroactive* approval of FMLA leave request for FaithAnne Jeffers,
10 part-time custodian, due to medical reasons, effective April 19, 2016
11 through May 4, 2016.
12

13 C. The approval for Steve Wehrle, Physical Education teacher at Broad
14 Street School, to have a Rowan University student placed with him for her
15 Clinical Practice effective September 2, 2016 through October 21, 2016.
16

17 D. The approval for Course Approval Request and the payment of tuition
18 reimbursement for Tara Reale, Pre-K and Special Education Teacher at
19 Broad Street School for courses to be taken at Rowan University
20 (September, 2016), "**SELN10581 – Implementing Positive Behavior**
21 **and Strategies**" and "**ELEM02511 – Learning Community**
22 **Classrooms**" in accordance with Article XII, Section C of the G.T.E.A.
23 Agreement.
24

25 E. The approval for the *reappointment* of Mark Vogeding as Summer Help
26 Coordinator effective June 20, 2016 through August 26, 2016, eight (8)
27 hours per day, five (5) days per week at an hourly rate of \$14.50 per hour.
28

29 F. The approval for the *reappointment* of the following as summer
30 custodians, effective June 20, 2016 through August 26, 2016, eight (8)
31 hours per day, five (5) days per week at an hourly rate established as
32 follows:
33

34 Zachary Funk - \$9.50	MaryKate Harris - \$9.25
35 Patrick Hill - \$9.50	Christian Marcucci - \$9.50
36 Joseph Muraca - \$9.50	James Schmidt - \$9.25

37

38 G. The approval for the appointment of the following as summer custodians,
39 pending a positive Criminal History check and/or completion of the
40 required paperwork, effective June 20, 2016 through August 26, 2016,
41 eight (8) hours per day, five (5) days a week at a rate of \$9.00 per hour:
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43 Justin West
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H. The approval for the *reappointment* of the G.T.E.A. represented secretarial staff members effective July 1, 2016 through June 30, 2017 at a salary TBD. (Attachment)

Jennifer Ellick \$39,083.00	Suzanne Lavin \$39,083.00	Toshia Kersey \$39,083.00
2015-2016 Rate. In negotiations for 2016-2017		

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I. The approval for the *reappointment* of the G.T.E.A. represented custodial staff members effective July 1, 2016 through June 30, 2017 at a salary TBD. (Attachment)

Gerardo Batista \$54,378.00	Michael Beukers \$54,378.00	Ellen Delaney \$47,853.00
Randy DeVault \$54,378.00	Denise Murphy \$54,378.00	
2015-2016 Rate. In negotiations for 2016-2017		

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J. The approval for the following teachers as Homebound Instructors for the 2016-2017 school year with a rate of pay of \$30.00 per hour not to exceed ten (10) hours per week (regular and special education):

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Rabecca Cotton	Jody Harris
Andrew Mettler	Bethanne O'Donnell
Suzanne Pezzino	Kathy Seacrist

19

Motion carried by unanimous roll call vote.

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4. POLICY/REGULATIONS

21

Motion: (Sarmiento/Kent) to approve the following policies/regulations on second reading:

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23

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Policy/Regulation #	Title	1st Reading	2nd Reading
#3212 Teaching Staff Members	Attendance		X
#3322 Teaching Staff Members	Use of Personal Cellular Telephone/Other Devices		X
#4212 Support Staff	Attendance		X
#4322 Support Staff	Use of Personal Cellular Telephone/Other Devices		X
#5330 Students	Administration of Medication		X
#5615 Students	Suspected Gang Activity		X
#8540 Operations	School Nutrition Programs		X
#8820 Operations	Opening Exercises		X
#8630 Operations	Bus Driver/Bus Aide Responsibility		X

#5305 Students	Health Services Personnel		X
#5306 Students	Health Services to Non-public Schools		X
#5308 Students	Student Health Records		X
#5310 Students	Health Services		X
#5339 Student	Screening for Dyslexia		X

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2 Motion carried by unanimous roll call vote.

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4 **Duane Sarmiento** asked what the following policies were to which **Dr. Jennifer**
5 **Foley-Hindman** responded that they are from the March 2016 meeting where
6 they had a first reading but were inadvertently left off the April 2016 meeting so
7 they needed a second reading.

8
9 Motion: (Sarmiento/Kent) to approve the following policies on 2nd reading:
10

Policy/Regulation #	Title	1 st Reading	2 nd Reading
#5600 Students	Student Discipline Code/Code of Conduct		X
#5756 Students	Transgender Students		X
#8505 Operations	Wellness Policy/Nutrient Standards for Meals/Food		X
#8550 Operations	Outstanding Food Service Charges		X

11
12 Motion carried by unanimous roll call vote.

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14 **5. CURRICULUM & INSTRUCTION**

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16 Motion: (Kent/Vernacchio) to approve the following:

17
18 A. Summer Program

- 19
20 1. The approval of the Extended School Year Program starting July 5,
21 2016 – July 29, 2016, total of 19 days, which consist of Multiply
22 Disabled and Pre-School Disabled.

23
24 **John Hughes** asked why the Extended School Year Program is so short? **Dr.**
25 **Jennifer Foley-Hindman** said it generally is held for a month. **Mr. Hughes**
26 asked if that was the state minimum or the district minimum? **Dr. Foley-**
27 **Hindman** responded that it was the state minimum and if it were to go longer, it
28 would cost us more money plus we have the issue of getting the building
29 classrooms cleaned and ready for the start of the new school year. **Mr. Hughes**
30 said he understands that but has anyone looked into the possibility that the
31 children may need longer than 19 days? **Dr. Foley-Hindman** said the length of
32 time for the extended school year was recommended by the Child Study Team

1 *but if it needs to be extended past the 19 days, we can certainly look into it for*
2 *next year.*

3
4 Motion carried by unanimous roll call vote.

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6 **6. BUDGET & FINANCE**

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8 Motion: (Hughes/Michael) to approve the following as one, A1-A5:

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10 A. Contracts

- 11
12 1. The approval of the contract between Brett DiNovi & Associates,
13 LLC and Greenwich Township School District for "*Crisis Training –*
14 *Safe & Positive Approaches for Preventing & Responding to Crisis*".
15 Fee schedule and contract attached.
16
17 2. The approval of the *renewal* for Nutri-Serve Food Management,
18 Inc. for the 2016-2017 school year at a fee of \$15,500.00. Contract
19 is on file in the Business Office.
20
21 3. The approval of the Tuition Contract Agreement between the
22 Greenwich Township Board of Education (sending district) and the
23 Paulsboro Board of Education (receiving district) for educational
24 services for the 2016-2017 school year effective September 1,
25 2016 through June 16, 2017 at a cost of \$1,236,725.00.
26 (Attachment)
27
28 4. The approval of the contract with Paul's Commodity Hauling, Inc.
29 and Greenwich Township Board of Education for the 2016-2017
30 school year effective July 1, 2016 through June 30, 2017. Contract
31 is on file in the Business Office.
32
33 5. The approval of Professional Services Contract between
34 Gloucester County Special Services School District and Greenwich
35 Township Board of Education for Physical Therapy services, seven
36 (7) hours per week, 252 total hours, for a total of \$20,916.00
37 effective for the 2016-2017 school year. Contract is on file in the
38 Business Office.

39
40 Motion carried by unanimous roll call vote.

41
42 Motion: (Michael/Sarmiento) to approve the following:

1 B. Transportation

- 2
3 1. The approval for transportation to and from Nehaunsey Middle
4 School to Broad Street School for 8th Grade Graduation practices at
5 a cost of \$111.00 per bus (2 buses) for seven (7) days for a total of
6 \$1,554.00. Transportation provided by Holcomb Bus Service.
7 These practices will take place on the following dates:

8
9 June 3, 6, 7, 8, 9, 14 and 16, 2016

10
11 **Susan Vernacchio** asked how many students are graduating? **Dr. Jennifer**
12 **Foley-Hindman** said there are 48 listed on the class roster. **Mrs. Vernacchio**
13 said her question is that there are 54 seats on the bus so why are we taking two
14 buses? **Dr. Foley-Hindman** responded that teachers and aides also go on the
15 bus. **Duane Sarmiento** asked if the teachers could just drive over to Broad
16 Street and have the kids go on the bus and then we pay mileage to the teachers?
17 **Dr. Foley-Hindman** replied that it is something that can be looked at for the
18 future.

19
20 Motion carried by unanimous roll call vote.

21
22 **7. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD**
23 **SECRETARY**

24
25 Motion: (Hughes/Chapkowski) to approve the following as one, A & B:

26
27 A. Bills Lists

- 28
29 1. The bills as presented by the Business Administrator in the
30 following amounts are ordered paid. (Attachment)

31

Number	Amount
P79	\$231,640.50
P80	\$17,236.51
P81	\$183,673.77
P82	\$235,895.80
P83	\$17,514.63
P84	\$78,807.52
P85	\$314,090.15
	TOTAL \$1,078,858.88

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B. Voided Checks

1. The approval to void the following check:

Check#	Vendor	Amount	Account
18028	Duffield's Farm Market	\$66.55	Current Account

Motion carried by unanimous roll call vote.

8. BUILDINGS & GROUNDS

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

A. Use of Facilities

1. The *retroactive* approval for use of Nehaunsey Middle School gymnasium on May 4, 2016 by Mr. Jeffrey Godfrey for the Gibbstown Community meeting on the redevelopment plans of the proposed port.

Motion carried by unanimous voice vote.

9. OLD BUSINESS

None at this time.

10. NEW BUSINESS

Susan Vernacchio updated the Board on the negotiations and stated we are moving forward.

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

A. The approval to accept the 2014-2015 State of New Jersey Annual School Performance reports for Grades K-4 and Grades 5-8. (Attachment)

Motion carried by unanimous voice vote.

11. CORRESPONDENCE

Andrew Chapkowki said we have advertised for health benefits broker and by next month we should have a company selected to do our health benefits.

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

1
2 A. The approval for the Board of Education to present the award for the “1st
3 Place Scholarship” at the 8th grade graduation. Graduation night will be
4 Thursday June, 16, 2016.
5

6 Motion carried by unanimous voice vote.
7

8 **Scott Campbell** informed the board that he received a notice from the county
9 clerk’s office that there are three (3) full three-year terms that are available to
10 serve on the Board of Education this year. Those seats that are up for this year
11 are Susan Vernacchio, Roseanne Lombardo and Chad Kent. You have to go on
12 the county website to get the petition information. **Mr. Campbell** believes the
13 deadline to get the petition in is June 30, 2016 but he will let everyone know for
14 sure.
15

16 **12. PUBLIC – AGENDA/NON-AGENDA ITEMS**
17

18 This is the time when anyone from the public who wishes to speak to the Board
19 may do so. Please state your name, address and phone number. The Board will
20 hear your concerns. The Board may or may not take action this evening. You
21 will be notified either at this meeting, by letter or telephone of any action the
22 Board does take.
23

24 In accordance with Board policy and procedures, speakers are not permitted to
25 publicly speak of personal issues involving school personnel or against any
26 person connected to the school system. Any such concern should be presented
27 to the school or district-level administration so that a proper response may be
28 given.
29

30 No public comment at this time.
31

32 **13. EXECUTIVE SESSION**
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34 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*
35 *6, et seq.*, which provides that an Executive session, not open to the public, may
36 be held for certain specified purposes when authorized by Resolution.
37

38 The Board of Education for Greenwich Township, assembled in public session on
39 **May 9, 2016**, hereby resolves that an Executive Session closed to the public
40 shall be held on **May 9, 2016** at **6:51 p.m.** in the Nehaunsey Middle School
41 library, located at 415 Swedesboro Road, Gibbstown, New Jersey, for discussion
42 of certain matters which relate to items authorized by Open Public Meetings Act,
43 (*N.J.S.A. 10:4-12b*) to be discussed in closed session.
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Motion: (Kent/Vernacchio) to enter into Executive Session at 6:51 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 checked="" 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 checked="" type="checkbox"/> Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: STUDENT CONCERNS
<input 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:
<input type="checkbox"/> Matters involving quasi-judicial deliberations, and specifically:

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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.

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Motion carried by unanimous voice vote.

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Motion: (Hughes/Kent) to adjourn the Executive Session and return to the regular meeting at 7:08 p.m.

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14. RESOLUTION

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Motion: (Hughes/Kent) to approve the following resolution:

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Greenwich Township Board of Education
415 Swedesboro Road
Gibbstown, New Jersey 08027

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**RESOLUTION OF THE BOARD OF EDUCATION OF THE
GREENWICH TOWNSHIP SCHOOL DISTRICT
IN THE COUNTY OF GLOUCESTER, NEW JERSEY
AUTHORIZING THE SUBMISSION OF OTHER CAPITAL PROJECT DOCUMENTS
TO THE NEW JERSEY DEPARTMENT OF EDUCATION**

1 **RESOLVED**, that the Greenwich Township School District Board of
2 Education approve the following projects:
3

- 4 • New Outbuilding at Broad Street Elementary School (FVHD #4907)

5
6 **BE IT FURTHER RESOLVED**, that the District’s Architects,
7 Fraytak, Veisz, Hopkins, Duthie, P.C., be authorized to submit the above project
8 to the NJ Department of Education for approval on the District’s behalf.
9

10 **BE IT FURTHER RESOLVED**, that the above project be approved
11 as “other capital projects” as defined in N.J.A.C. 6A:26 – The District will not seek
12 State funding for the above project.
13

14 **BE IT FURTHER RESOLVED**, that amendments to the Long-
15 Range Facilities Plan by Fraytak, Veisz, Hopkins, Duthie, P.C. to incorporate the
16 above project be approved.
17

18 **CERTIFICATION**
19

20 I, Scott A. Campbell, School Business Administrator/Board Secretary of the
21 Board of Education of the Greenwich Township School District in the County of
22 Gloucester, New Jersey (the “Board”), DO HEREBY CERTIFY that the resolution
23 entitled, “**RESOLUTION OF THE BOARD OF EDUCATION OF THE**
24 **GREENWICH TOWNSHIP SCHOOL DISTRICT IN THE COUNTY OF**
25 **GLOUCESTER, NEW JERSEY AUTHORIZING THE SUBMISSION OF OTHER**
26 **CAPITAL PROJECT DOCUMENTS FOR TO THE NEW JERSEY**
27 **DEPARTMENT OF EDUCATION,**” is a copy of the resolution which was duly
28 adopted by the Board at a meeting duly called and held on May 9, 2016, in full
29 compliance with the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq., at which
30 meeting a quorum was present and acting throughout and which resolution has
31 been compared by me with the original thereof as contained in the minutes as
32 officially recorded in my office in the Minute Book of the Board and is a true,
33 complete and correct copy thereof and the aforesaid resolution has not been
34 repealed, amended or rescinded but remains in full force and effect on and as of
35 the date hereof.
36

37 **IN WITNESS WHEREOF**, I have hereunto set my hand and affixed
38 the corporate seal of said Board this 9th day of May, 2016.
39
40
41

42 _____
43 Scott A. Campbell
44 School Business Administrator/
45 Board Secretary

1 Motion carried by unanimous roll call vote.
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3 **15. ADJOURNMENT**
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5 Motion: (Hughes/Michael) to adjourn the meeting at 7:12 p.m.
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7 Motion carried by unanimous voice vote.
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11 Respectfully Submitted,
12

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15 Scott A. Campbell, Board Secretary
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18 **Next Board of Education Regular Meeting is scheduled for Monday, June 13,
19 2016 at 6:30 p.m.**
20