

1 **OFFICIAL MINUTES**

2  
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 **Monday, August 11, 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 Andrew Chapkowski  
13 Lisa Morina (arrived at 6:39 p.m.)  
14 Duane Sarmiento (arrived at 6:44 p.m.)  
15 Jill Trainor

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

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

25  
26 \*\*There was no audio recording of this meeting due to technical duties.\*\*

27  
28 **FLAG SALUTE**

29  
30 **1. MINUTES**

31  
32 Motion: (Chapkowski/Vernacchio) to approve the minutes:

33  
34 June 9, 2014 – Regular Meeting  
35 June 9, 2014 – Executive Session #1  
36 June 9, 2014 – Executive Session #2  
37 July 21, 2014 – Special Meeting

38  
39 **2. SUPERINTENDENT’S REPORT**

40  
41 Motion: (Chapkowski/Trainor) to approve the following as one, A1-A3:

42  
43 A. Administrative Reports

- 1 1. Enrollment Statistics, Fire Drills and Suspensions, as of June 30,  
2 2014. (Attachment – EXHIBIT B1)
- 3
- 4 2. School Health Services Monthly Reports as of June 30, 2014.  
5 (Attachment – EXHIBIT B2)
- 6
- 7 3. 2013-2014 Violence & Vandalism Report as of June 30, 2014.  
8 (Attachment – EXHIBIT B3)
- 9

10 Motion carried by unanimous roll call vote.

11  
12 **3. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING**  
13 **ACTION ITEMS**

14  
15 Motion: (Chapkowski/Vernacchio) to approve the following as one, A-D and  
16 F-M:

- 17
- 18 A. The *retroactive* approval for the appointment of Jaclyn Connelly as a  
19 Special Education Teacher for the Multiply Disabled 2014 Extended  
20 School Year Program effective July 24, 2014 through July 30, 2014, five  
21 (5) day total, 4.5 hours per day, \$30.00 per hour, not to exceed \$675.00.  
22 (Ms. Connelly replaced Alanna Schell who was approved at the June 9,  
23 2014 Board of Education Meeting.)
- 24
- 25 B. The *retroactive* approval for the appointment of Sarah Beerley as a  
26 Special Education Teacher for the Multiply Disabled 2014 Extended  
27 School Year Program effective July 31, 2014 through August 1, 2014, two  
28 (2) day total, 4.5 hours per day, \$30.00 per hour, not to exceed \$270.00.  
29 (Mrs. Beerley replaced Alanna Schell who was approved at the June 9,  
30 2014 Board of Education Meeting.)
- 31
- 32 C. The approval for Teacher, Nicole McGann, to extend her maternity leave  
33 into the 2014-2015 school year beginning September 1, 2014 through  
34 November 13, 2014. Mrs. McGann will be using sick/personal days as  
35 well as the New Jersey Family Leave Act as needed. (Attachment –  
36 EXHIBIT C)
- 37
- 38 D. The approval for a medical/maternity leave of absence for Maria Sykes,  
39 Teacher, beginning Monday, October 20, 2014 through Friday, April 10,  
40 2014. Mrs. Sykes will be using sick/personal days as well as the New  
41 Jersey Family Leave Act as needed. (Attachment – EXHIBIT D)
- 42
- 43 F. The approval to *reappoint* Angela Addeo to coordinate substitute calling  
44 for needed secretaries, cafeteria aides, nurses and non-instructional aides  
45 for the 2014-2015 school year at an annual stipend of \$350.00.

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G. The approval for the appointment of Lisa Mitchell as Substitute Secretary for the 2014-2015 school year. Substitute rate of pay will be \$9.00 per hour.

H. The approval to appoint the following teaching staff members for the extra-curricular positions listed below for the 2014-2015 year:

POSITION	STIPEND	STAFF MEMBER
Book Club Supervisor/Nehaunsey	\$720.00	Bethanne O'Donnell
Robotics Club Supervisor/Nehaunsey	\$720.00	Stephania Tomaszewski

I. The approval for the payment of tuition reimbursement for Andrew Mettler, Teacher, for a course to be taken at Drexel On-line University (Fall, 2014), **“Current Research in Curriculum and Instruction”**, for an amount not to exceed the current NJ state college tuition rate pending completion/verification of required documentation as per Article XII, Section I, of the GTEA/Board Agreement.

J. The approval to accept the job description for District Student Enrollment Coordinator so to implement for the 2014-2015 school year. (Attachment – EXHIBIT E)

K. The approval of the Greenwich Township School District Medical Standing Orders for the 2014-2015 school year. (Copy available for review in the Superintendent’s Office.)

L. The approval to submit the School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights Act (ABR) for Broad Street School and Nehaunsey Middle School to the New Jersey Department of Education for the time period of July 1, 2013 through June 30, 2014.

M. The approval for the following Rowan University student for full-time student teaching placement from September 2, 2014 through December 17, 2014:

<u>Student</u>	<u>Cooperating Teacher</u>
Caitlin Donahue	Stephanie Beckett (Broad Street)

Motion carried by unanimous roll call vote.

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

E. The approval for the appointment of Stacey Ridinger as a Part-Time Instructional Support Teacher, pending a positive Criminal History check

and/or completion of required paperwork, effective September 1, 2014 for the 2014-2015 school year, at an annual salary of \$39,164.00, no benefits. Ms. Ridinger will work four (4) full days per week.

**Susan Vernacchio** asked Interim Superintendent **Stephen Derkoski** if item E was an existing position or newly created? **Mr. Derkoski** replied that it was an existing position.

Motion carried by unanimous roll call vote.

**4. POLICIES/REGULATIONS**

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

A. The approval of the following list of new and/or revised district policies on **first** reading:

<b>Policy Alert No. 200 (August 2013)</b>	
<b>Policy/Regulation No.</b>	<b>Title</b>
Policy 3144.12	Certification of Tenure Changes ( <i>New</i> )
Policy 3144.3	Suspension Upon Certification of Tenure Changes ( <i>New</i> )
Policy/Regulation 5512	Harassment, Intimidation and Bullying ( <i>Revised</i> )
<b>Policy Alert No. 201 (October 2013)</b>	
<b>Policy/Regulation No.</b>	<b>Title</b>
Policy/Regulation 1240	Evaluation of Superintendent ( <i>Revised</i> )
Policy/Regulation 3221	Evaluation of Teachers ( <i>New</i> )
Policy/Regulation 3222	Evaluations of Teaching Staff Members, Excluding Teachers and Administrators ( <i>New</i> )
Policy/Regulation 3223	Evaluation of Administrator, Excluding Principals, Vice-Principals and Assistant Principals ( <i>New</i> )
<b>Policy Alert No. 202 (April 2014)</b>	
<b>Policy/Regulation No.</b>	<b>Title</b>
Policy 1581	Victim of Domestic or Sexual Violence Leave ( <i>New</i> )
Policy 3125	Employment of Teaching Staff Members ( <i>Revised</i> )
Policy/Regulation 3240	Professional Development for Teachers and School Leaders ( <i>Revised</i> )
Policy 4125	Employment of Support Staff Members ( <i>Revised</i> )
<b>Policy Alert No. 203 (June 2014)</b>	
<b>Policy/Regulation No.</b>	<b>Title</b>
Policy/Regulation 2412	Home Instruction Due to Health Condition ( <i>Revised</i> )
Policy/Regulation 2417	Student Intervention and Referral Services ( <i>Revised</i> )
Policy/Regulation 2481	Home or Out-of-Office Instruction for a General Education Student for Reasons Other than a Temporary or Chronic Health Condition ( <i>Revised</i> )
Policy 3283	Electronic Communications Between Teaching Staff Members

	and Students ( <i>New</i> )
Policy 4283	Electronic Communications Between Support Staff Members and Students ( <i>New</i> )
Policy/Regulation 5200	Attendance ( <i>Revised</i> )
Policy/Regulation 5610	Suspension ( <i>Revised</i> )
Policy/Regulation 5611	Removal of Students for Firearms Offenses ( <i>Revised</i> )
Policy 5612	Assaults on District Board of Education Members or Employees ( <i>Revised</i> )
Policy/Regulation 5613	Removal of Students for Assaults with Weapons Offenses ( <i>New</i> )
Policy/Regulation 8462	Reporting Potentially Missing or Abused Children ( <i>Revised</i> )

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2 **5. CURRICULUM & INSTRUCTION**  
3

4 Motion: (Trainor/Morina) to approve the following as one, A-D:  
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6 A. The approval for acceptance of the 2014-2015 Italian Funding Agreement  
7 from the Italian American Committee on Education in the amount of  
8 \$4,000.00 as per the attached. This includes a payment of \$100.00 for  
9 the IACE membership fee. (Attachment – EXHIBIT F)

10  
11 B. The approval for the Request to Provide Services Contracts through the  
12 Commission for the Blind and Visually Impaired for the 2014-2015 school  
13 year for the following pupils:  
14

Pupil	Service Level	Cost
2014-CBVI1	Level 1	\$1,800.00
2014-CBVI2	Level 1	\$1,800.00

15  
16 C. The approval to carry over \$53.00 from the IDEA 2013 Grant to the  
17 current fiscal year for preschool aged students.  
18

19 D. Workshops

20  
21 1. The approval for the following individuals to attend out-of-district  
22 workshops:  
23

Name	Workshop Title/Location/Date	Cost
Sharon Gomez-Salvatore Violet Gregg Bill Porreca	<b>Google Academy</b> <b>(Computer class to learn about google docs)</b> EIRC Mullica Hill, NJ 8/12/14 – 8/13/14 8:30 a.m. – 1:30 p.m.	\$199.00 each Plus Mileage
Elizabeth Colflesh Catrina Laster	<b>First Annual Dyslexia Conference</b> Glassboro Public Schools	\$50.00 each Plus Mileage

Terry DiSanto Katie Eckert	Glassboro, NJ 8/26/14 8:00 a.m. – 11:30 a.m.	
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Motion carried by unanimous roll call vote.

**6. BUSINESS & FINANCE**

Motion: (Chapkowski/Trainor) to approve the following as one, A-D:

**A. Contract – Out-of-District Placement**

1. The approval of the Tuition Contract Agreement between the Greenwich Township Board of Education and the Brookfield Academy for Student #2145508919 for the 2014-2015 school year at a tuition rate of \$49,860.00. The School Board President and the School Business Administrator are authorized to execute all contracts. (Attachment – EXHIBIT G)
2. The approval for student# 7337099814 to attend YALE Cherry Hill Program (18-21) for the 2014-2015 school year at a tuition rate of \$45,554.40 (per diem rate \$253.08). Non-budgeted item as this student transferred from Kingsway Regional High School District.

**B. Contracts**

1. The approval of the Resolution Authorizing Contracts with Certain Approved State Contract Vendors for Boards of Education Pursuant to N.J.S.A. 18A:18A-10a for the 2014-2015 school year.
2. The approval of the Chapter 226 Non-Public Nursing Services Agreement between Greenwich Township Board of Education and Gloucester County Special Services School District for the 2014-2015 school year as per the attached resolution. (Attachment – EXHIBIT H)

**C. Lunch Charge Policy**

1. The approval of the Food Service Department Lunch Charge Policy for the 2014-2015 school year. (Attachment – EXHIBIT I)

**D. Informational**

- 1                   1.     Following is a brief synopsis from Dineen Billingham, Area  
2                             Supervisor, Nutri-Serve Food Management, of the 2013-2014 lunch  
3                             program:  
4

5                   *In the 2013-2014 school year, the lunch program ended with an income of*  
6                   *\$6,325.00. Your district was budgeted to make \$8,929.00 and your budget was*  
7                   *projected from the figures from the 2012-2013 school year.*  
8

9                   *I compared the numbers for free and reduced and the enrollment numbers that*  
10                   *were entered into SNEARS for the 2013-2014 school year with the numbers that*  
11                   *were entered in the 2012-2013 school year. Though you lost a few free and*  
12                   *reduced students, the primary reason for the budget difference was the drop in*  
13                   *enrollment. On the average, the enrollment at Broad Street School was down by*  
14                   *12 students and the enrollment at Nehaunsey was down by 26 students. Your*  
15                   *budget was prepared on a projected number for your ADA to be 484 and the*  
16                   *yearly average ADA was only 452 which caused the number of student lunches*  
17                   *to be down by about 30 lunches per day from what was projected.*  
18

19                   *However, Pat did a great job with increasing her breakfast participation and the*  
20                   *total participation for the program was at 79% when projected to be 71%. This is*  
21                   *overall participation which included the a la carte sales.*  
22

23                   Motion carried by unanimous roll call vote.  
24

25     **7.     REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD**  
26                             **SECRETARY**  
27

28                   Motion:           (Chapkowski/Lombardo) to approve the following as one, A-H:  
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30     A.     Transfer Report  
31

- 32                   1.     The *retroactive* approval of the Monthly Transfer Report Request  
33                             for Approval of Transfers for the 2013-2014 school year.  
34                             (Attachment – EXHIBIT J)  
35

36     B.     The bills as presented by the Business Administrator in the following  
37                   amounts are ordered paid. (Attachment – EXHIBIT K)  
38

No.	Amount
P96	\$-.10
P97	\$232,885.35
P98	\$17,757.58
P99	\$8,346.00
P100	\$1,500.00

P101	\$114.75
P102	\$90,053.01
P103	\$273,374.85
P104	\$20,839.66
P105	\$27.54
P106	\$97,372.18
P107	\$3,240.83
P108	\$6,687.13
P109	\$51,750.14
P110	\$137,347.05
P111	\$24,326.88
P111a	\$39,762.89
P001	\$156,944.69
P112	\$381.60
<b>TOTAL</b>	<b>\$1,162,712.03</b>

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C. Student Activities Account

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the month of June 2014. (Attachment – EXHIBIT L1)
2. The following Student Activity Checks are in for payment. (Attachment – EXHIBIT L2)

<b>Check#</b>	<b>Vendor</b>	<b>Amount</b>
1029	Alex's Lemonade Stand	\$517.76
<b>1030</b>	<b>VOIDED</b>	<b>\$-0-</b>
1031	Madison Homan	\$100.00
1032	Brandy LeGates	\$50.00
1033	Courtney Cella	\$25.00
1034	Taylor Brady	\$100.00
1035	Alicia Walker	\$100.00
1036	Jack Buckley	\$50.00
1037	Courtney Cella	\$50.00
1038	Ryan Long	\$25.00
1039	Brandy LeGates	\$25.00
1040	Christopher Torres	\$25.00
1041	Thomas Wang	\$25.00
1042	Colin McCarthy	\$50.00
1043	Anna Sanfino	\$50.00
1044	Anthony Croce	\$62.50



1045	Tyler Keane	\$62.50
1046	Rhiannon Cundey	\$62.50
1047	Anna Sanfino	\$62.50
1048	Dakota Wydenowski	\$50.00
1049	Tatyanna Diaz	\$50.00
1050	Courtney Cella	\$100.00
1051	Jacob Olnhausen	\$100.00
1052	Madison Homan	\$100.00
1053	Dakota Wydenowski	\$50.00
1054	Jacob Olnhausen	\$50.00
1055	Madison Homan	\$50.00
1056	Jack Buckley	\$200.00
1057	Rhianna Cundey	\$75.00
1058	Lighthouse	\$300.00
1059	CASA of Cumberland, Salem & Gloucester Counties	\$140.00
1060	American Lung Association	\$100.00

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D. Board Secretary's Report

1. The acceptance of the Board Secretary's Report for the months of May 2014 and June 2014. The Board Secretary certifies that no line item account has been over expended in violation of *N.J.A.C. 6A:23A – 16.10(c)3* and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Attachments – EXHIBITS M1 and M2)

E. Treasurer's Report

1. The approval of the Treasurer's Report in accordance with *18A:17-36* and *18A:17-9* for the months of May 2014 and June 2014. The Treasurer's Report and Secretary's Report are in agreement for the months of May 2014 and June 2014. (Attachments – EXHIBITS N1 and N2)

F. Revenue Certification

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

G. Board of Education Certification

- 1           1.     The approval of the Board of Education certification for the months  
 2           of May 2014 and June 2014 that after review of the secretary’s  
 3           monthly financial reports and upon consultation with the appropriate  
 4           district officials, that to the best of its knowledge no major accounts  
 5           or funds have been over expended in violation of *N.J.A.C. 6A:23A –*  
 6           *16.10(c)4* and that sufficient funds are available to meet the  
 7           district’s financial obligations for the remainder of the fiscal year.  
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9           H.     Transfer List

- 10  
 11           1.     The ratifications of transfers, authorized by the Superintendent, for  
 12           the months of May 2014 and June 2014 to give balances to new  
 13           accounts and to balance existing accounts. (Attachments –  
 14           EXHIBIT O1 and O2)  
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16           Motion carried by unanimous roll call vote.

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 18     **8.     REGULATORY**

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 20           A.     Transportation

- 21  
 22           1.     The *retroactive* approval of the ESY 2014 Summer Joint  
 23           Transportation Agreement between the Gateway Regional Board of  
 24           Education (Host) and the Greenwich Township Board of Education  
 25           (Joiner) for the transportation of (26) students as follows:  
 26

- 27                     • Six (6) students to the Nehaunsey Middle School Pre-  
 28                     School Program
- 29                     • Twenty (20) students to the Nehaunsey Middle  
 30                     School MD Program

31  
 32                     The Joiner (Greenwich) agrees to pay the Host (Gateway),  
 33                     \$6,001.75 which may be adjusted based on changes to the route.  
 34

- 35           2.     The approval of the Greenwich Township School District bus routes  
 36           for the 2014-2015 school year as follows:  
 37

Bus Routes	Schools	Contractor
GRP1, GRP2, GRP3	Paulsboro High School	Holcomb Bus Service
GRN1, GRN2, GRN3, GRN4, GRN5	Nehaunsey Middle School	Holcomb Bus Service
GR01, GR02, GR04, GR05	Broad Street School	Holcomb Bus Service
GPS1, GPS2	AM/PM Preschool Broad Street School	Holcomb Bus Service

1 B. Use of Facilities

- 2
- 3 1. The approval for the Greenwich Township Historical Society to use
- 4 classroom #120 at the Broad Street School to store their collection
- 5 of historical artifacts during the 2014-2015 school year.
- 6
- 7 2. The approval for the Greenwich Township Education Association to
- 8 use Classroom 209 at the Broad Street School for a Reducing,
- 9 Reusing, Recycling Workshop on the following dates from 5:00
- 10 p.m. – 8:00 p.m.: Tuesday, April 28, 2015, May 5, 2015 and
- 11 Tuesday, May 12, 2015.
- 12

13 Motion carried by unanimous roll call vote.

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15 **9. OLD BUSINESS**

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17 Part-time Custodian, FaithAnne Jeffers', salary for the 2014-2015 school is

18 \$14,790.74. Her hours increased from 20 hours to 29.5 hours beginning June 2,

19 2014 and will continue for the 2014-2015 school year. This was approved at the

20 June 9, 2014 Board of Education Meeting.

21

22 **10. NEW BUSINESS**

23

24 **Scott A. Campbell** gave a brief synopsis of the summer work which was

25 provided to him from Mark Vogeding, Summer Help Coordinator. **Mr. Campbell**

26 also distributed the GCASBO meeting schedule.

27

28 **Duane Sarmiento** discussed veteran hiring and gave a sample resolution to

29 **Stephen Derkoski** for review.

30

31 **Stephen Derkoski** discussed the Board of Education vacancy. The intent is to

32 hold interviews and approve at the September 8, 2014 regular meeting. **Susan**

33 **Vernacchio** said that all Board Members will be take part in the interview

34 process.

35

36 **Scott A. Campbell** will get an e-mail out to the two candidates who responded.

37

38 **11. CORRESPONDENCE**

39

40 None at this time.

41

42 **12. PUBLIC – AGENDA/NON-AGENDA ITEMS**

43

44 This is the time when anyone from the public who wishes to speak to the Board

45 may do so. Please state your name, address and phone number. The Board will

1 hear your concerns. The Board may or may not take action this evening. You will  
2 be notified either at this meeting, by letter, or telephone of any action the Board  
3 does take.  
4

5 In accordance with Board policy and procedures, speakers are not permitted to  
6 publicly speak of personal issues involving school personnel, or against any  
7 person connected to the school system. Any such concern should be presented  
8 to the school or district-level administration so that a proper response may be  
9 given.  
10

11 **No public comment at this time.**

12  
13 **13. ADJOURNMENT**

14  
15 Motion: (Morina/Vernacchio) to adjourn the meeting at 7:14 p.m.  
16

17 Motion carried by unanimous voice vote.  
18

19 **\*\*The next Board of Education meeting will be held September 8, 2014\*\*H**  
20  
21

22 Respectfully Submitted,  
23  
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25  
26 \_\_\_\_\_  
27 Scott A. Campbell, Board Secretary  
28  
29