

1 **OFFICIAL MINUTES**

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3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 **Monday, January 13, 2014** in the Nehaunsey Middle School library.

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6 The meeting was called to order by President Roseanne Lombardo at 6:31 p.m.

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8 Roll Call:

- 9  
10 Roseanne Lombardo  
11 Andrew Chapkowski  
12 Louis Fabiani  
13 Ken Ridinger  
14 Jill Trainor  
15 Susan Vernacchio  
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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 Courier Post, The South Jersey Times*** and the ***Township***  
22 ***Clerk***. It was also posted in the Greenwich Township School Buildings. (Optional:  
23 Videotaping Regulations – “The proceedings of this meeting are being videotaped and  
24 anyone wishing to discuss an individual child should so note.”)  
25

26 Absent:

- 27  
28 Lisa Morina  
29

30 **FLAG SALUTE**

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32 **1. PRESENTATION-STUDENTS OF THE MONTH**

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34 A presentation was made by Jacquelyn Traini, Principal of Broad Street School,  
35 for the December Students of the Month. The students’ recognized were:  
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<b>DECEMBER STUDENTS OF THE MONTH</b>		
<b>Grade</b>	<b>Student</b>	<b>Teacher</b>
Kindergarten	Amber Constantino Kayla Kent Ellie Trainor	Miss Barker Mrs. Beckett Miss Sizemore
One	Zane Leiser Emily DeFrancesco Lillyanna Muraca	Miss McCabe Mrs. Morris Mrs. Podolski

Two	Julian Guinaugh Aiden Milligan Haden Holmes	Mrs. Chila Miss Hoyt Mrs. Beerley
Three	Marie Leiser Luke Hinkle	Mrs. New Miss Tortella
Four	Gianna Velazquez <b>Sara Pagano**</b> <b>** (Also named Super Student of the Month)</b>	Mrs. Pezzino Mrs. Sayers

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**2. PRESENTATION-TEACHERS OF THE YEAR**

A. Gloucester County Teacher Recognition

Presenters: **Mr. Stephen Derkoski**, Interim Superintendent  
**Mrs. Roseanne Lombardo**, School Board President  
**Mrs. Jacquelyn Traini**, Principal Broad Street School  
**Mrs. Alisa Whitcraft**, Principal Nehaunsey Middle School

Acknowledgement was made to the recipients of the 2013-2014 Gloucester County Teacher of the Year Recognition Program. Recipients this year were:

**Mrs. Stephanie Beckett – Broad Street School**  
**Mrs. Rebecca Cotton – Nehaunsey Middle School**

A short break was taken for cake and refreshments from 6:53 p.m. – 7:07 p.m.

**3. PRESENTATION-VIOLENCE AND VANDALISM (HIB)**

**Daniel Giorgianni** made a presentation on Violence and Vandalism (HIB). The reporting period was from July 1, 2013 – December 31, 2013.

No questions or comments were made on the report.

**4. MINUTES**

Motion: (Chapkowski/Vernacchio) to approve the following minutes:

December 9, 2013 – Regular Meeting  
December 9, 2013 – Executive Session

Motion carried by unanimous roll call vote.

**5. SUPERINTENDENT’S REPORT**

1 Motion: (Chapkowski/Lombardo) to approve the following as one, A1-A5:  
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4 A. Administrative Reports  
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- 6 1. Enrollment Statistics, Fire Drills and Suspensions as of December  
7 31, 2013. (Attachment – EXHIBIT B1)  
8  
9 2. School Health Services Monthly Reports as of December 31, 2013.  
10 (Attachment – EXHIBIT B2)  
11  
12 3. 2013-2014 Violence & Vandalism Report as of December 31, 2013.  
13 (Attachment – EXHIBIT B3)  
14  
15 4. Included Policies/Field Trip/Safety Incentive Award  
16  
17 5. Additional security measures  
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19 **Lou Fabiani** asked if the locks that were mentioned only lock from the inside?  
20 **Stephen Derkoski** responded that they do only lock from the inside.  
21

22 **Sue Vernacchio** said we should acknowledge the Paulsboro Refinery for their  
23 donation with a thank you letter.  
24

25 **Ken Ridinger** commented about the recent “Shelter in Place” the district  
26 encountered. A brief discussion followed.  
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28 Motion carried by unanimous roll call vote.  
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30 **6. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING**  
31 **ACTION ITEMS**  
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33 Motion: (Chapkowski/Vernacchio) to approve the following as one, A-D:  
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- 35 A. The approval for the payment of tuition reimbursement for Stephania  
36 Tomaszewski, Teacher, for a course to be taken at Drexel University  
37 (Winter 2014), “Managing Information Organizations”, for an amount not to  
38 exceed the current NJ state college tuition rate pending  
39 completion/verification of required documentation as per Article XII,  
40 Section I, of the GTEA/Board Agreement.  
41  
42 B. The approval for a school psychology internship for Rowan University  
43 student, Carly Casey, from Tuesday, January 21, 2014 through Friday,  
44 May 8, 2014. Ms. Casey will be assigned to the Child Study Team and  
45 will shadow school psychologist, Katie Eckert.

- 1 C. The approval for a medical/maternity leave of absence for Patricia New,  
 2 Teacher, beginning Monday, March 24, 2014 through the end of the 2013-  
 3 2014 school year. Mrs. New will be using sick/personal days and the New  
 4 Jersey Family Leave Act as needed. (Attachment – EXHIBIT C)  
 5  
 6 D. The approval for a Part-Time Special Education Aide to provide support to  
 7 special education students during extra-curricular activities on an if/as  
 8 needed basis at a rate of \$15.63 per hour for the 2013-2014 school year.  
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10 Motion carried by unanimous roll call vote.

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 12 **7. POLICY/REGULATION**

13 None at this time.

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 16 **8. CURRICULUM & INSTRUCTION**

17 Motion: (Chapkowski/Ridinger) to approve the following as one, A & B:  
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19 A. Workshops

- 20 1. The *retroactive* approval for the following individuals to attend out-  
 21 of-district workshops:  
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Name	Workshop Title/Location/Date	Cost
Alisa Whitcraft Stephania Tomaszewski	<b>PARCC Training</b> Burlington County College Mt. Laurel, NJ Monday, 1/13/14 8:30 a.m. – 3:30 p.m.	Mileage Plus Substitute (1)

- 25 2. The approval for the following individuals to attend out-of-district  
 26 workshops:  
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Name	Workshop Title/Location/Date	Cost
Janet Jachimowicz- Geary	<b>Practical Strategies for Meeting the Rigorous Common Core Standards for Reading</b> Voorhees, NJ Tuesday, 2/11/14 8:00 a.m. – 3:15 p.m.	\$225.00 Plus Mileage Plus Substitute
Laura Enuco	<b>NJMEA Conference State Music Educators' Conference</b> East Brunswick, NJ Thursday, 2/20/14 – Friday, 2/21/14	\$150.00 Plus Mileage Plus Substitute (two days)

Catrina Collier-Laster	<b>Annual Conference on Reading and Writing</b> New Brunswick, NJ Friday, 3/28/14	\$180.00 Plus Mileage Plus Substitute
Cathy Tortella	<b>NJ School Nurse's Association Annual Conference</b> Parsippany, NJ Friday, 3/21/14 – Saturday, 3/22/14	\$239.00 Plus Mileage Plus Substitute (one day)

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B. Field Trips

1. The approval of Request for Educational Trip/Transportation for the following:

<b>Grade and/or Group</b>	<b>Destination/Time</b>	<b>Date</b>	<b>Estimated Related Cost</b>	<b>Estimated Transportation Cost</b>	<b>Total</b>
Grade 8 NJHS	<b>Shady Lane Day Care, Little Pizza Heaven, Broad Street Elementary School</b> 8:45 a.m. – 2:30 p.m.	3/3/14	Substitutes (2) \$150.00	\$170.00 (1 bus)	\$320.00
Grade 8 Women in Technology	<b>Gloucester County College</b> Sewell, NJ Technology Fair 8:15 a.m. – 2:00 p.m.	3/11/14	Substitute (1) \$75.00	\$170.00 (1 bus)	\$245.00

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Motion carried by unanimous roll call vote.

10 **9. BUSINESS & FINANCE**

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

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A. School Business Administrator/Board Secretary Contract

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1. The approval of Scott A. Campbell, School Business Administrator/Board Secretary, 2013-2014 contract which has been approved and determined to be in compliance with regulations by Thomas Dowd, Interim Executive County Superintendent of Schools.

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Motion carried by unanimous roll call vote.

24 **10. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

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

A. Bills List

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

No.	Amount
P50	\$114.75
P51	\$237,977.86
P52	\$18,125.41
P53	\$1,500.00
P54	\$478,961.05
P55	\$257,067.94
P56	\$20,842.40
P57	\$1,371.20
P58	\$237,742.18
P59	\$18,119.25
P60	\$360,198.34
<b>TOTAL</b>	<b>\$1,632,020.38</b>

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B. Student Activities Account

- 1. The approval of the Student Activities Account Monthly Bank Reconciliation for the months of November 2013 and December 2013. (Attachment – EXHIBITS F1 & F2)
- 2. The following check is in for payment. (Attachment – EXHIBIT E3)

Check#	Vendor	Amount
1015	Shindigz	\$102.20

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C. Board Secretary’s Report

- 1. The acceptance of the Board Secretary’s Report for the months of November 2013 and December 2013. 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. (Attachment – EXHIBITS F1 and F2)

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D. 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 November 2013 and December 2013. The Treasurer's Report and Secretary's Report are in agreement for the months of November 2013 and December 2013. (Attachment – EXHIBITS G1 and G2)

E. 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.

F. Board of Education Certification

- 1. The approval of the Board of Education certification for the months of November 2013 and December 2013 that after review of the secretary's monthly financial report and upon consultation with the appropriate district officials, that to the best of its knowledge no major accounts or funds have been over expended in violation of N.J.A.C. 6A:23A – 16.10(c)4 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

G. Transfer List

- 1. The ratification of transfers, authorized by the Superintendent, for the months of November 2013 and December 2013 to give balances to new accounts and to balance existing accounts. (Attachment – EXHIBITS H1 and H2)

H. Voided Check

- 1. The following check is to be voided. (Attachment – EXHIBIT D2)

Check#	Vendor	Amount
15025	Horizon BC/BS	\$109,220.43

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Motion carried by unanimous roll call vote.

1 **11. REGULATORY**

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

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5 A. The *retroactive* approval for the Greenwich Township PTA to use the  
6 Faculty Room at Broad Street School for meetings on Wednesday,  
7 January 8, 2014 and Thursday, January 9, 2014 at 6:30 p.m.  
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9 B. The approval for the Greenwich Township PTA to use the Broad Street  
10 School Gymnasium for a Mother/Son Dance on Friday, January 24, 2014  
11 from 6:00 p.m. – 7:30 p.m. (originally approved for Friday, January 17,  
12 2014).

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14 Motion carried by unanimous roll call vote.

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16 **12. OLD BUSINESS**

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18 None at this time.

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20 **13. NEW BUSINESS**

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22 ***Roseanne Lombardo*** put together a list for the committees for the remainder of  
23 the year and asked the Board to look at her suggestions. The Board will wait  
24 until next month to approve the committees.

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26 **14. CORRESPONDENCE**

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28 None at this time.

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30 **15. PUBLIC – AGENDA/NON-AGENDA ITEMS**

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

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



1 **Lee Lucas**, 361 Democrat Road, Gibbstown, NJ asked why there was a “shelter  
2 in place”? **Stephen Derkoski** replied that it was directed by the Executive  
3 County Superintendent’s office because of some kind of release from the  
4 refinery. **Mr. Lucas** wanted to know who was going to be on the Budget &  
5 Finance Committee? **Susan Vernacchio** said it will tentatively be her, **Andrew**  
6 **Chapkowski** and **Roseanne Lombardo**. He then wanted to know if the  
7 timetable for the budget is still the same? **Susan Vernacchio** replied that it is  
8 the same time as always.  
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10 **16. EXECUTIVE SESSION**

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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.  
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16 The Board of Education for Greenwich Township, assembled in public session on  
17 **January 13, 2014** hereby resolves that an Executive Session closed to the public  
18 shall be held on **January 13, 2014 at 7:30 p.m.** in the Nehaunsey Middle School  
19 library, Room 48, located at 415 Swedesboro Road, Gibbstown, New Jersey, for  
20 discussion of certain matters which relate to items authorized by *Open Public*  
21 *Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.  
22

- 23 • Matters Involving Individual Privacy
- 24 • Matters Relating to the Employment Relationship
- 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.  
29

30 Motion: (Lombardo/Trainor) to enter into Executive Session at 7:30  
31 p.m. to discuss the following:

- 32
- 33 • Personnel
- 34 • Legal
- 35

36 Motion carried by unanimous voice vote.  
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38 Motion: (Chapkowski/Trainor) to return from Executive Session at 7:57  
39 p.m.  
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41 Motion carried by unanimous voice vote.  
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**17. ADJOURNMENT**

Motion: (Fabiani/Vernacchio) to adjourn the meeting at 7:58 p.m.

Motion carried by unanimous voice vote.

Respectfully Submitted,

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Scott A. Campbell, Board Secretary