

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **Monday, September 9, 2013** in the Nehaunsey Middle School library.

5
6 The meeting was called to order by President Roseanne Lombardo at 6:48 p.m.

7
8 **Roll Call:**

- 9
10 Roseanne Lombardo
11 Lisa Morina
12 Andrew Chapkowski
13 Louis Fabiani (arrived 6:49 p.m.)
14 Ken Ridinger
15 Jill Trainor
16 Susan Vernacchio

17
18 Also present were Mr. Stephen Derkoski, Interim Superintendent.

19
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: Audiotaping
23 Regulations – “The proceedings of this meeting are being audiotaped and anyone
24 wishing to discuss an individual child should so note.”)

25
26 **Absent:**

- 27
28 Scott A. Campbell

29
30 **FLAG SALUTE**

31
32 **1. MINUTES**

33
34 ***Ken Ridinger*** asked about the “videotaping” phrase in the guidelines of the
35 minutes. He stated that the meeting is not being videotaped. The meeting is
36 being audiotaped and that will replace the current wording in the above phrase.
37 ***Mr. Ridinger*** also stated that while the board does want the attendance officer
38 report, they do not want family issues being aired during an open meeting; these
39 can be discussed in Executive Session.

40
41 ***Louis Fabiani*** had a question on a letter that was sent to the Gloucester County
42 Board of Elections. It was brought up at a previous meeting to move the
43 elections out of the school buildings for safety reasons. ***Mr. Fabiani*** does not
44 see the vote reflected in the minutes and he is concerned it will become an
45 “illegal vote”. ***Mr. Fabiani*** also wanted to know if safety is a concern, was the

1 Chief of Police notified? **Stephen Derkoski** said there hasn't been a problem
2 but there is a **possibility** of having a problem with the buildings being so open to
3 people walking in and out and he wants to alleviate that. **Mr. Fabiani** said it was
4 not an agenda item and it was brought up and voted on. He confessed that he
5 made a mistake by voting for it but wasn't sure what he was voting on. **Susan**
6 **Vernacchio** said she too was surprised when she saw the letter because she
7 thought it was something that the board was going to discuss. **Lisa Morina**
8 thought the discussion was that **Scott Campbell** was going to phone the Board
9 of Elections and see what our options were. **Mr. Fabiani** feels a lot of people will
10 be offended if two of their polling places are moved. **Mrs. Morina** thinks that the
11 Board of Elections is looking towards removing elections from all school districts
12 so it might not be a choice of ours but again, she thought it was just something
13 that we were going to discuss and not move forward on.

14
15 *The minutes were tabled for a future meeting.

16
17 **2. SUPERINTENDENT'S REPORT**

18
19 Motion: (Vernacchio/Morina) to approve the following as one, A-C:

20
21 A. Administrative Reports

22
23 No reports at this time.

24
25 B. Week of Respect

- 26
27 1. The approval to recognize October 7, 2013 through October 11,
28 2013 as a "Week of Respect" by providing age appropriate
29 instruction focusing on the prevention of Harassment, Intimidation
30 and Bullying in our schools.

31
32 C. School Violence Awareness Week Resolution

- 33
34 1. The Superintendent recommends approval of the following
35 resolutions:

36
37 **WHEREAS**, N.J.S.A. 18A:36-5.1 specifies designation of
38 "School Violence Awareness Week" in the State of New Jersey
39 during the month of October and;

40
41 **WHEREAS**, the Greenwich Township School District shall
42 observe this week by organizing activities to prevent school
43 violence including, but not limited to, age-appropriate opportunities
44 for student discussion on conflict resolution, issues of student
45 diversity and tolerance;

1 **NOW, THEREFORE, BE IT RESOLVED**, by the Board of
2 Education of the Township of Greenwich that the week of October
3 21, 2013 through October 25, 2013 will be designated as “School
4 Violence Awareness Week” for the 2013-2014 school year.
5

6 Motion carried by unanimous roll call vote.
7

8 **3. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING**
9 **ACTION ITEMS**

10
11 Motion: (Chapkowski/Fabiani) to approve the following as one, A-D:
12

- 13 A. The approval to adopt the 2013-2017 Greenwich Township School District
14 Strategic Plan.
15
16 B. The approval to appoint Catrina Collier-Laster as head teacher at the
17 Broad Street School from September 2013 through January 2014 at a
18 stipend of \$750.00.
19
20 C. The approval for Janet Jenkins, Learning Disability Teacher Consultant
21 (LDTC), to provide learning evaluations at a rate of \$275.00 per evaluation
22 for the 2013-2014 school year.
23
24 D. The approval for the payment of tuition reimbursement for Jason Godfrey,
25 Special Education Aide, for a course to be taken at Wilmington University
26 (Fall 2013), **“Practicum/Pedagogical Approaches to Teaching Middle**
27 **and High School”**, for an amount not to exceed the current NJ state
28 college tuition rate pending completion/verification of required
29 documentation as per Article XII, Section I, of the GTEA/Board
30 Agreement.
31

32 **Louis Fabiani** asked about the Head Teacher in item B. He wanted to know
33 what other roles other than filling in for the principal when she is absent, would
34 the Head Teacher perform? **Stephen Derkoski** said the other roles would be to
35 serve as person in charge of the building in the absence of the principal, assist in
36 student discipline, must meet teaching time requirements as assigned by the
37 building principal because she still has teaching duties to fulfill, must stay 30
38 minutes after the last bus leaves to ensure students make it home safely, must
39 know the procedures for fire and security drills and assist in the supervision of
40 these activities, assist in school activities such as assemblies, super student
41 breakfast, etc., as needed and communicate with the principal immediately upon
42 her return to discuss items of the day. Those are the roles we set forward and
43 obviously we can expand these as we go forward because it is something we are
44 going to review and evaluate in January, 2014. **Mr. Fabiani** wanted to know
45 what happens when the principal is out and **Mrs. Laster** has a class? **Mr.**

1 ***Derkoski** stated that **Mrs. Laster's** first priority is her classroom. If the building*
2 *principal is out and a situation arises, **Mrs. Laster** will have an aide stay with her*
3 *class while she addresses the issue then she will return to her class.*

4
5 Motion carried by unanimous roll call vote.

6
7 **4. POLICIES/REGULATIONS**

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

10
11 A. Policy 2415.04 – Title I – District-Wide Parental Involvement

- 12
13 1. The approval of the evaluation of Greenwich Township School
14 District's Policy 2415.04 – Title I District-Wide Parental Involvement
15 for the 2013-2014 school year.

16
17 B. The approval of the following list of new and/or revised district policies on
18 **second** reading:
19

POLICY ALERT NO. 198 (DECEMBER 2012)	
POLICY/REGULATION NO.	TITLE
Policy 2415	No Child Left Behind (Revised)
Policy 2468	Independent Education Evaluations (New)
Policy/Regulation 3230	Outside Activities (Revised)
Policy/Regulation 3281	Inappropriate Staff Conduct (Revised)
Policy/Regulation 4230	Outside Activities (Revised)
Policy/Regulation 4281	Inappropriate Staff Conduct (Revised)
Policy 6113	E-Rate (New)
POLICY ALERT NO. 199 (JUNE 2013)	
POLICY/REGULATION NO.	TITLE
Policy/Regulation 5117	Inter-district Public School Choice (New)
Policy 5120	Assignment of Pupils (Revised)
Policy/Regulation 5300	Automated External Defibrillators (AED) (Policy – Revised/Regulation – New)
Policy 7522	School District Provided Technology Devices to Staff Members (New)
Policy 7523	School District Provided Technology Devices to Pupils (New)

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21 Motion carried by unanimous roll call vote.
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1 **5. CURRICULUM & INSTRUCTION**

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

4
5 A. DARE Program

- 6
7 1. The approval to reinstate the DARE Program at Nehaunsey Middle
8 School for the 2013-2014 school year. The program will be for fifth
9 grade students.

10
11 B. Workshops

- 12
13 1. The *retroactive* approval for the following individual to attend an
14 out-of-district workshop:

15

Name	Workshop Title/Location/Date	Cost
Robert Harris	2013 NJ APA Administrator Training Maple Shade, NJ 9/9/13 9:00 a.m. – 1:30 p.m.	\$-0- Plus Mileage

- 16
17 2. The approval for the following individual to attend an out-of-district
18 workshop:

19

Name	Workshop Title/Location/Date	Cost
Vanessa Gottesfeld	NJ International Dyslexia Fall Conference Somerset, NJ 10/18/13 8:15 a.m. – 3:00 p.m.	\$200.00 Plus Substitute Plus Mileage

20
21 C. Field Experience Student

- 22
23 1. The approval for the following student from Western Governors
24 University to conduct her pre-clinical field experience (eight days) at
25 Nehaunsey Middle School.

26
27 Student
28 Allyn Kelly

Cooperating Teacher
Violet Gregg

29
30 ***Susan Vernacchio*** asked if 5th grade was early enough to start the DARE
31 ***Program?*** ***Stephen Derkoski*** said that 5th grade is the recommended grade

1 especially if you have limited resources in reference to the officer coming in.
2 **Lisa Morina** wanted to know if we could ask him to help us in our issue of
3 paraphernalia being found outside the Broad Street School? We have a lot of
4 young walkers and maybe we can work with Officer Robostello to have
5 something sent home to the parents so they can be encouraged to talk to their
6 children about what not to touch and what not to pick up especially those that
7 walk home alone.
8

9 **Louis Fabiani** asked what was involved in the pre-clinical field experience in
10 item C? Stephen Derkoski said she is basically an observer in the classroom
11 and she has a specific document that she has to provide to her advisor at the
12 university. Mr. Fabiani would like a copy of that documentation.
13

14 Motion carried by unanimous roll call vote.
15

16 **6. BUDGET & FINANCE**

17
18 Motion: (Morina/Trainor) to approve the following as one, A & B:
19

20 A. Tuition Contract

- 21
22 1. The approval of the tuition contract between the Greenwich
23 Township Board of Education and the Pineland Learning Center for
24 Student #2013-09 for the 2013-2014 school year at a per diem rate
25 of \$245.36 per day for 180 days. The Interim Superintendent and
26 School Business Administrator are authorized to execute all
27 contracts. (Attachment – EXHIBIT B)
28

29 B. Active Schools Acceleration Project

- 30
31 1. The approval to accept the grant in the amount of \$500.00 from the
32 Active Schools Acceleration Project. Funds will be used for the
33 Broad Street School Physical Education Program. (Attachment –
34 EXHIBIT C)
35

36 **Susan Vernacchio** would like to thank **Mr. Steve Wehrle** who worked on this
37 grant to enable the district to receive this money for the Physical Education
38 Program.
39

40 Motion carried by unanimous roll call vote.
41

42 **7. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD** 43 **SECRETARY** 44 45

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Motion: (Vernacchio/Trainor) to approve the following as one, A-G:

A. Bills Lists

1. The bills as presented by the Board Secretary in the following amounts are ordered paid. (Attachment – EXHIBIT D1)

No.	Amount
P008	\$64,836.35
P009	\$5,160.13
P011	\$113,398.26
P012	\$3,917.75
P013	\$242.90
P015	\$153.00
P016	\$16.30
P017	\$4,473.01
P019	\$59,951.88
P020	\$110,733.33
P021	\$13,516.37
TOTAL	\$376,399.28

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B. Voided Checks

1. The approval for the following check to be voided. (Attachment – EXHIBIT D2)

Check#	Vendor	Amount
14588	Centris Group	\$7,345.60

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C. Board Secretary's Report

1. The acceptance of the Board Secretary's report for the month of **July 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 – EXHIBIT E)

1 D. Treasurer's Report

- 2
3 1. The approval of the Treasurer's Report in accordance with 18A:17-
4 36 and 18A:17-9 for the month of **July 2013**. The Treasurer's
5 Report and the Secretary's Report are in agreement for the month
6 of **July 2013**. (Attachment – EXHIBIT F)
7

8 E. Revenue Certification

- 9
10 1. The Board Secretary in accordance with N.J.A.C. 6A:23A –
11 16.10(c)2 certifies that there are no changes in anticipated revenue
12 amounts or revenue sources.
13

14 F. Board of Education Certification

- 15
16 1. The approval of the Board of Education certification for the month
17 of **July 2013** that after review of the secretary's monthly financial
18 report and upon consultation with the appropriate district officials,
19 that to the best of its knowledge no major accounts or funds have
20 been over expended in violation of N.J.A.C. 6A:23A – 16.10(c)4
21 and that sufficient funds are available to meet the district's financial
22 obligations for the remainder of the fiscal year.
23

24 G. Transfer List

- 25
26 1. The ratification of transfers, authorized by the Superintendent, for
27 the month of **July 2013** to give balances to new accounts and to
28 balance existing accounts. (Attachment – EXHIBIT G)
29

30 Motion carried by unanimous roll call vote.

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32 **8. REGULATORY**

33
34 Motion: (Chapkowski/Ridinger) to approve the following as one, A & B:

35
36 A. Cafeteria Prices

- 37
38 1. The approval of Nutri-Serve Food Management, Inc.'s cafeteria
39 prices for the following additional lunch items and adult prices as
40 well as beverages and a la carte items for the 2013-2014 school
41 year. (Attachment – EXHIBIT H)
42
43
44
45

**2013-2014
CAFETERIA PRICES**

Nehaunsey Middle School			Broad Street School	
Breakfast	\$2.00		Breakfast	\$2.00
Reduced Breakfast	\$0.30		Reduced Breakfast	\$0.30
Lunch	\$3.00		Lunch	\$3.00
Reduced Lunch	\$0.40		Reduced Lunch	\$0.40
Entrée Only	\$2.50		Entrée Only	\$2.50
Extra Entrée	\$1.50		Extra Entrée	\$1.50
Adult Breakfast	\$2.25		Adult Breakfast	\$2.25
Adult Lunch	\$5.00		Adult Lunch	\$5.00
Adult Salad	\$3.50		Adult Salad	\$3.50
Adult Milk	\$0.50		Adult Milk	\$0.50
Milk	\$0.50		Milk	\$0.50
Juice	\$0.55		Juice	\$0.55
Switch	\$1.00		Switch	\$1.00
Snapple	\$1.25		Small Water	\$0.50
Small Water	\$0.50			
Large Water	\$1.00			
Chips	\$0.75		Chips	\$0.75
Cookies	\$0.40		Cookies	\$0.40
Ice Cream	\$0.75		Ice Cream	\$0.75
Soup	\$0.75		Soup	\$0.75

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B. Use of Facilities

1. The approval for Gibbstown Boys and Girls Basketball to use the Broad Street School and Nehaunsey Middle School gymnasiums from December 2013 through March 2014 from 4:00 p.m. to 9:00 p.m. (Attachment – EXHIBIT I)

Motion carried by unanimous roll call vote.

1 **9. OLD BUSINESS**

2
3 Archway Settlement

4
5 *Note: We have received the settlement check from Archway Programs in the*
6 *amount of \$3,001.53 in full and final settlement of all claims relating to the*
7 *agreement between the Archway Programs and Greenwich Township Board of*
8 *Education. (Attachment – EXHIBIT J)*

9
10 ***Louis Fabiani** wanted to know how we stand on the Energy Audit and if we*
11 *received any feedback from the County Superintendent about the school*
12 *consolidation funds? **Lisa Morina** said the last she heard about the energy audit*
13 *was that they provided the firm with a variety of bills and documentation that they*
14 *requested and they were working through that process. As far as the school*
15 *consolidation issue, **Scott Campbell** was trying to get in touch with the County*
16 *Business Administrator to see if she had any indication of the funds because we*
17 *can't find what funds Mr. DiLosso was talking about. **Mr. Derkoski** said that **Mr.***
18 ***Campbell** has made several attempts to contact the Dolores Issacs from the*
19 *county office but has not heard back from her.*

20
21 **10. NEW BUSINESS**

22
23 None at this time.

24
25 **11. CORRESPONDENCE**

26
27 ***Roseanne Lombardo** read a letter from Colleen Brown thanking them for her*
28 *graduation award.*

29
30 ***Susan Vernacchio** highlighted the program that will take place at Broad Street*
31 *School for 9/11. She said family and friends are invited as well as the Board*
32 *members.*

33
34 **12. PUBLIC – AGENDA/NON-AGENDA ITEMS**

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

41
42 ***Steve Wehrle**, Broad Street School Physical Education teacher, wanted to thank*
43 *the Board for their support for the opportunity he was granted to go to Malaysia*
44 *as part of the International Diplomatic Coalition to combat Childhood Obesity. He*
45 *has had to rescind that offer due to the unrest in Malaysia with the agencies*

1 designed to come up with the academic calendar over a dispute for observance
2 of various minority religious holidays. He thanks the Board again but the trip is
3 postponed until further notice. He also said that the second installment of the
4 grant money that was received will be due to arrive around January, 2014 and it
5 will be for the same amount; \$500.00.
6

7 **Lee Lucas**, 361 Democrat Road, Gibbstown, NJ wanted to know if the taxpayers
8 were paying for the trip to Malaysia? **Mr. Wehrle** answered that the Malaysian
9 government is paying for it. **Mr. Lucas** then talked about the DARE Program and
10 how we have to “hammer into these kids’ heads that if you do heroin, you’ll
11 gonna die.”
12

13 **Mike Beukers** wanted to know if anyone can have a copy of the Strategic Plan?
14 **Stephen Derkoski** said it will be approved tonight and copies will be available
15 and it will also be on-line.
16

17 **13. EXECUTIVE SESSION**

18
19 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*
20 *6, et seq.*, which provides that an Executive Session, not open to the public, may
21 be held for certain specified purposes when authorized by Resolution.
22

23 The Board of Education for Greenwich Township, assembled in public session on
24 **September 9, 2013** hereby resolves that an Executive Session closed to the
25 public shall be held on **September 9, 2013** at **7:30 p.m.** in the Nehaunsey
26 Middle School library, Room 48, located at 415 Swedesboro Road, Gibbstown,
27 New Jersey, for discussion of certain matters which relate to items authorized by
28 *Open Public Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed
29 session.

- Matters Involving Individual Privacy
- Matters Relating to the Employment Relationship

30
31
32
33 It is anticipated that such matters may be disclosed to the public upon the
34 determination of the Board that applicable exception no longer applies and the
35 public interest will no longer be served by such confidentiality.
36

37 Motion: (Vernacchio/Ridinger) to enter into Executive Session at 7:30 p.m.
38 p.m. to discuss the following:
39

- Personnel
- Legal Issues

40
41
42 Motion carried by unanimous voice vote.
43
44

1 Motion: (Chapkowski/Vernacchio) to return from Executive Session at 8:10
2 p.m.
3

4 **Andrew Chapkowski** spoke about the possibility of implementing a tuition-based
5 Pre-K program.
6

7 **Stephen Derkoski** spoke about adding a couple sentences to the public portion
8 of the Board Agenda.
9

10 Motion carried by unanimous voice vote.
11

12 **14. ADJOURNMENT**
13

14 Motion: (Morina/Ridinger) to adjourn the meeting at 8:20 p.m.
15

16 Motion carried by unanimous voice vote.
17
18

19 Respectfully Submitted,
20
21

22
23 _____
24 Stephen Derkoski, Interim Superintendent
25
26