

1 **OFFICIAL MINUTES**

2  
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 **Monday, August 15, 2018** in the Nehausney Middle School library.

5  
6 The meeting was called to order by President Roseanne Lombardo at 6:31 p.m.

7  
8 **Roll Call:**

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

9  
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.”)

20  
21 **FLAG SALUTE**

22  
23 **1. MINUTES**

24  
25 Motion: (Kent/Michael) to approve the following minutes:

- 26 June 11, 2018 – Regular Meeting
- 27 June 11, 2018 – Executive Session #1
- 28 June 11, 2018 – Executive Session #2
- 29 July 30, 2018 – Special Meeting

1 Motion carried by unanimous voice vote.

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3 **2. ADMINISTRATIVE/PRINCIPAL REPORTS**

4  
5 Motion: (Sarmiento/Kent) to approve the following as one, A-C:

6  
7 A. School Health Services

- 8  
9 1. School Health Services Report as of **June 15, 2018** for Broad  
10 Street School. (Attachment)  
11  
12 2. School Health Services Report as of **June 15, 2018** for Nehaunsey  
13 Middle School. (Attachment)  
14  
15 3. School Health Services Report as of **August 2018** for the ESY  
16 program. (Attachment)

17  
18 B. Monthly Attendance, Enrollment, Drills and Monthly Overview:

19

<b>MONTHLY ATTENDANCE – JUNE 2018</b>	
Broad Street School	96.24%
Nehaunsey Middle School	97.03%

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<b>BROAD STREET SCHOOL ENROLLMENT – JUNE 2018</b>	
Grade PSD	Total: 13
Grade K	Total: 45
Grade 1	Total: 48
Grade 2	Total: 42
Grade 3	Total: 48
Grade 4	Total: 52
Grade 5	Total: 46
<b>TOTAL ENROLLMENT: 294</b>	

21

<b>NEHAUNSEY MIDDLE SCHOOL – JUNE 2018</b>	
Grade 6	Total: 52
Grade 7	Total: 34
Grade 8	Total: 50
<b>TOTAL ENROLLMENT: 136</b>	

**DRILLS – JUNE 2018/JULY 2018 FOR ESY PROGRAM**

Date	Time/Location	Duration	Action/Drill	Weather Conditions
June 1, 2018	NMS/2:09 p.m.	4 minutes	Routine Fire Drill	Cloudy, Warm
June 5, 2018	NMS/1:28 p.m.	2 minutes	Non-Fire Evacuation Drill	Sunny, Warm
June 5, 2018	BSS/2:01 p.m.	2 minutes	Routine Fire Drill	Sunny, Warm
June 7, 2018	BSS/9:19 a.m.	5 minutes	Non-Fire Evacuation Drill	Cloudy, Warm
July 10, 2018	BSS/ESY Program	10 minutes	Fire Drill	Sunny
July 10, 2018	BSS/ESY Program	10 minutes	Lockdown Drill	Sunny
July 25, 2018	BSS/ESY Program	10 minutes	Lockdown Drill	Sunny
August 1, 2018	BSS/ESY Program	10 minutes	Fire Drill	Sunny

NMS – Nehaunsey Middle School      BSS – Broad Street School

1

**MONTHLY EVENT OVERVIEW – JUNE 2018**

Date	Event	Location
June 1, 2018	8 <sup>th</sup> Grade Field Trip to Washington, DC	NMS
June 11, 2018	Board of Education meeting	NMS
June 12, 2018	Field Day	BSS/NMS
June 13, 2018	Phillies Day	NMS
June 14, 2018	5 <sup>th</sup> Grade Orientation	BSS/NMS
June 15, 2018	Graduation	BSS

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**C. Student Discipline, Violence/Vandalism and HIB**

1. The approval of the Student Discipline, Violence/Vandalism and HIB as of **June 15, 2018**:

Infractions Referrals Reports	Number of Incidents June 2018		2017-2018 Total-to-Date	
	BSS	NMS	BSS	NMS
Dating Violence	0	0	0	0
Detention After School	0	0	0	12
Harassment, Intimidation or Bullying	1	0	7	2
Lunch Detention	2	0	56	0
Out-School-Suspensions (OSS)	1	0	12	2
Restricted Study	0	1	3	6
Violence, Vandalism, Substance Abuse	0	0	0	0

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2. Completed Investigation Reports as of June 15, 2018:

Case Number	Date of Initial Report	Date Reported to Superintendent	Result of Investigation
BSS-1718-10	6/8/18	6/8/18	Confirmed

**Gerald Michael** asked about the monthly health services for Broad Street School. He asked if an employee was receiving counseling? **Dr. Jennifer Foley-Hindman** said it wasn't necessarily counseling. The employee may have gone to the nurse because they didn't feel well and had their blood pressure checked.

Motion carried by unanimous voice vote.

3. SUPERINTENDENT RECOMMENDATIONS

Motion: (Sarmiento/Lombardo) to approve the following as one, A-I:

- A. The approval for tuition reimbursement request from Suzanne Pezzino, teacher at Broad Street School, for course **"MATH6517: World of Math, Applications in the Real World"**. The course will be taken in the Fall of 2018 at Fairleigh Dickinson University as part of her continuing MA program. Reimbursement is in accordance with Article XII, Salaries, Reimbursements & Benefits, Section C, of the GTEA agreement and the Greenwich Township Board of Education.
- B. The acknowledgement of the submission of ESEA Consolidated Grant to the State Department for review.
- C. The acknowledgement of final approval from the State for submission of IDEA-B Greenwich Township, 2019 IDEA Consolidated Application/Amendment.
- D. The approval of Stephanie Beckett, BSS teacher, as mentor to Lauren Ernst, BSS Teacher, for the 2018-2019 school year in accordance with the regulations set forth by the NJDOE for mentoring.
- E. The approval for tuition reimbursement request from Melissa Mortimer, teacher at Broad Street School, for course **"MED6490, Education, Ethics and the Law"** and **"MED7503, Building a Shared Vision"**. These courses will be taken in the Fall of 2018 at Wilmington University as part of her MA program. Reimbursement is in accordance with Article XII, Salaries, Reimbursements & Benefits, Section C, of the GTEA agreement and the Greenwich Township Board of Education.

- 1 F. The approval for submission of the Statement of Assurance for the 2018-
- 2 2019 CEP (Comprehensive Equity Plan) to the County Office of
- 3 Education, which is required annually. (Attachment)
- 4
- 5 G. The acceptance of the Statement of Assurance for the District
- 6 Professional Development Plan submitted electronically to the NJ State
- 7 Department of Education on July 26, 2018. (Attachment)
- 8
- 9 H. The acceptance of the Statement of Assurance for the District Mentoring
- 10 Plan submitted electronically to the NJ State Department of Education on
- 11 July 18, 2018.
- 12
- 13 I. The acceptance of the PARCC report. (Attachment)
- 14

15 *\*Dr. Jennifer Foley-Hindman made a presentation regarding the PARCC scores.*

16  
17 *Duane Sarmiento asked for the comparison for next year to be used with this*

18 *year's figures.*

19  
20 Motion carried by unanimous voice vote.

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22 Motion: (Sarmiento/Kent) to hold item J until after Executive Session.

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24 Motion carried by unanimous voice vote.

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26 **4. POLICY/REGULATION**

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28 Motion: (Kent/Sarmiento) to approve the following:

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30 A. The approval of the following Policies and/or Regulations:

Number	Title	1 <sup>st</sup> Reading	2 <sup>nd</sup> Reading
<b>Alert #215</b>			
P & R 1550 (M/R)	Equal Employment/Anti-Discrimination Practices	XX	
P 2431 (M/R)	Athletic Competition	XX	
R 2431.2 (M/R)	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad	XX	
P & R 5350 (M/R)	Student Suicide Prevention	XX	
P 5533 (M/R)	Student Smoking	XX	
P 8462 (M/R)	Reporting Potentially Missing or Abused Children	XX	
<b>Alert #216</b>			
P & R 1613 (M)	Disclosure and Review of Applicants Employment History	XX	
P 5512 (M)	Harassment, Intimidation and Bullying	XX	
P & R 5561 (M/R)	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities	XX	

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32

1 Motion carried by unanimous voice vote.  
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3 **5. CURRICULUM & INSTRUCTION**  
4

5 Motion: (Lombardo/Kent) to approve the following:  
6

7 A. The approval for the following individuals to attend out-of-district  
8 workshops:  
9

Name/Position	Workshop/Location/Time	Date	Cost
Scott Campbell, SBA/BA	Legislative & Legal Update	9/25/18	\$100.00 Plus Mileage
Scott Campbell, SBA/BA	Student Residency & Homeless Issues	11/27/18	\$100.00 Plus Mileage
Vanessa Gottesfeld, Teacher	Annual Dyslexia Conference Theme-Centered Sentence Instruction, Continuing Education for Orton Somerset, NJ	9/21/18 9/22/18	\$305.00 Plus Substitute Plus Mileage

10 Motion carried by unanimous voice vote.  
11

12  
13 **6. BUDGET & FINANCE**  
14

15 Motion: (Sarmiento/Lombardo) to approve the following as one, A-G:  
16

- 17 A. The *retroactive* approval of the ESY 2018 Summer Joint Transportation  
18 Agreement between Gateway Regional Board of Education (Host) and the  
19 Greenwich Township Board of Education (Joiner) for the transportation of  
20 twenty-two (22) students to the Broad Street School ESY Program. The  
21 Joiner (Greenwich) agrees to pay the Host (Gateway) \$5,062.23, which  
22 may be adjusted based on changes to the route.  
23
- 24 B. The *retroactive* approval of Dr. Christopher Trotz as Physician of Record  
25 for services at a rate of \$3,300.00 for the 2018-2019 school year, effective  
26 July 1, 2018 through June 30, 2019.  
27
- 28 C. The *retroactive* approval of Frontline Education contract for IEP-Direct,  
29 effective July 1, 2018 through June 30, 2019, at no increase from last  
30 year. Cost of the program will be \$7,634.20.  
31
- 32 D. The approval to award the contract for Health Benefits Broker to  
33 Hardenbergh Insurance Group, for the remainder of the 2018-2019 school  
34 year. This contract is awarded under Extraordinary Unspecifiable  
35 Services (EUS) procurement process as defined in *N.J.S.A. 18A:18A-*  
36 *37(a)* and *N.J.A.C. 5:34-2.1 et seq.*  
37

- 1 E. The approval, as a result of request for proposal (RFP), to retain Holcomb  
2 Transportation, LLC for transportation services effective September 1,  
3 2018 through June 30, 2019, at a rate of \$245,047.00.
- 4
- 5 F. The approval of the Greenwich Township School District bus routes for the  
6 2018-2019 school year as follows:
- 7

Bus Routes	Schools	Contractor
GRP1, GRP2, GRP3	Paulsboro High School	Holcomb Transportation, LLC
GRN1, GRN2, GRN4, GRN5	Nehaunsey Middle School	Holcomb Transportation, LLC
GRO1, GRO2, GRO4, GRO5	Broad Street School	Holcomb Transportation, LLC
GPS1	Pre-School Broad Street School	Holcomb Transportation, LLC

- 8
- 9
- 10 G. The recommendation that the Board reject all School Security Specialist  
11 bids in relation to request for proposal (RFP) via the below resolution:

**RESOLUTION**

**WHEREAS**, on July 31, 2018, the Greenwich Township School District (“District”) held a public bid opening for the award of a contract for the School Security Specialist Services Project (“Project”); and

**WHEREAS**, the Board received two (2) bids at the public opening; and

**WHEREAS**, pursuant to, among other reasons, the terms of the bid specifications issued and *N.J.S.A. 18A:18A-22*, a Board of Education may reject all the bids for a project.

**NOW, THEREFORE, BE IT RESOLVED**, that in accordance with the provisions of the Public School Contracts Law, *N.J.S.A. 18A:18A-1 et seq.*, the Board hereby rejects all bids received for the School Security Specialist Services Project; and

**BE IT FURTHER RESOLVED**, that the Business Administrator is authorized to return the bid bonds to all bidders; and

**BE IT FURTHER RESOLVED**, that the Business Administrator is authorized to take the steps necessary to revise the specifications for the Services and to rebid the Project.

**Roll Call Vote:**

- 37
- 38
- 39 Roseanne Lombardo – Yes
- 40 Chad Kent – Yes

1 Gerald Michael – Abstained on item E; yes to all others  
2 Duane Sarmiento – Yes

3  
4 **7. REPORT OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

5  
6 A. **Bills Lists**

- 7  
8 1. The bills as presented by the Business Administrator in the  
9 following amounts are ordered paid. (Attachment)

10

<b>Number</b>	<b>Amount</b>
P113	\$17,002.48
P114	\$16,800.22
P116	\$16,837.61
P117	\$7,664.89
P118	\$222,109.75
P119	\$177,510.60
P120	\$21,946.86
P121	\$72,475.94
P122	\$280,778.87
P123	\$1,983.76
P124	\$151.75
P125	\$225,057.71
P126	\$43,580.66
P127	\$7,985.65
P128	\$324.30
P129	\$24,459.81
P130	\$42,768.51
P131	\$37,556.80
P132	\$1,479.14
P1-2019	\$176,662.16
	<b>TOTAL \$1,395,137.47</b>

11  
12 B. **Voided Checks**

- 13  
14 1. The approval to void the following checks:

15

<b>Check#</b>	<b>Vendor</b>	<b>Amount</b>	<b>Account</b>	<b>Reason</b>
20285	Marjorie Cryan	\$35.84	Current	Lost Check
20334	Global Innovations Coterie, LLC	\$1,479.14	Current	Lost Check
20433	Michelle Pandolfo	\$500.00	Current	Lost Check



1 C. Student Activities Account

- 2  
3 1. The approval of the Student Activities Account Monthly Bank  
4 Reconciliation for the month of **June 2018**. (Attachment)

5  
6 D. Board Secretary's Report

- 7  
8 1. The acceptance of the Board Secretary's Report for the months of  
9 **May and June 2018**. The Board Secretary certifies that no line  
10 item account has been over expended in violation of *N.J.A.C.*  
11 *6A:23A-16.10(c)3* and that sufficient funds are available to meet the  
12 district's financial obligations for the remainder of the fiscal year.  
13 (Attachment)

14  
15 E. Treasurer's Report

- 16  
17 1. The approval of the Treasurer's Report in accordance with *18A:17-*  
18 *36 and 18A:17-9* for the months of **May and June 2018**. The  
19 Treasurer's Report and the Secretary's Report are in agreement for  
20 the months of **May and June 2018**. (Attachment)

21  
22 F. Revenue Certification

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

27  
28 G. Board of Education Certification

- 29  
30 1. The approval of the Board of Education certification for the months  
31 of **May and June 2018**, that after review of the Secretary's monthly  
32 financial reports and upon consultation with the appropriate district  
33 officials, that to the best of its knowledge no major accounts or  
34 funds have been over expended in violation of *N.J.A.C. 6A:23A-*  
35 *16.10(c)4* and that sufficient funds are available to meet the  
36 district's financial obligations for the remainder of the year.

37  
38 H. Transfer List

- 39  
40 1. The ratification of transfers, authorized by the Superintendent, for  
41 the months of **May and June 2018**, to give balances to new  
42 accounts and to balance existing accounts. (Attachment)

43  
44 Motion carried by unanimous voice vote.

1 **8. BUILDINGS & GROUNDS**

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

4  
5 A. **Use of Facilities**

- 6  
7 1. The *retroactive* approval for the Use of Facilities from Scott  
8 Campbell and Anthony Wilcox, for South Jersey Officials  
9 Association meetings at Nehaunsey Middle School, utilizing either  
10 the gymnasium or a classroom, on August 7, August 14, August 21  
11 and August 28, 2018.

12  
13 Motion carried by unanimous voice vote.

14  
15 **9. OLD BUSINESS**

- 16  
17 A. Storm drains at Nehaunsey Middle School discussion by Scott Campbell.

18  
19 Motion: (Sarmiento/Kent) to approve doing the storm drain work at  
20 Nehaunsey Middle School.

21  
22 Motion carried by unanimous voice vote.

- 23  
24 B. At the June 2018 meeting, General Healthcare Resources was approved  
25 at a cost of \$82.00 per hour. It is actually \$80.00 an hour.

- 26  
27 C. The transformer project at the Nehaunsey Middle School is in progress.  
28 Atlantic City Electric will be putting in a new transformer. There is no cost  
29 expected to be passed on to the district.

30  
31 **10. NEW BUSINESS**

- 32  
33 A. Dr. Jennifer Foley-Hindman updated the Board on damaged drain pipes in  
34 room #108 at Broad Street School. TTI Environmental came out and  
35 performed an air quality test and we will be awaiting results.

- 36  
37 B. The balcony at the auditorium has been restored. All the initial work was  
38 done in-house and they will be proceeding over the next few months to  
39 finish.

40  
41 **11. CORRESPONDENCE**

42  
43 None at this time.

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

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

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

14  
15 No public comment at this time.

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. The  
22 Board of Education for Greenwich Township, assembled in public session on  
23 **August 15, 2018**, hereby resolves that an Executive Session closed to the public  
24 shall be held on **August 15, 2018** at **7:40 p.m.** in the Nehaunsey Middle School  
25 library, located at 415 Swedesboro Road, Gibbstown, New Jersey, for discussion  
26 of certain matters which relate to items authorized by *Open Public Meetings Act,*  
27 *(N.J.S.A. 10:4-12b)* to be discussed in closed session.

28  
29 Motion: (Lombardo/Kent) to enter into Executive Session at 7:40 p.m. to  
30 discuss the following:  
31

<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 type="checkbox"/>	Matters involving the purchase of 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 type="checkbox"/>	Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically
<input checked="" 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 <b>School Nurse position</b>



1  
2 It is anticipated that such matters may be disclosed to the public upon the  
3 determination of the Board that applicable exception no longer applies and the  
4 public interest will no longer be served by such confidentiality.  
5

6 Motion: (Lombardo/Kent) to adjourn the Executive Session and return to the  
7 Regular Meeting at 8:03 p.m.  
8

9 Motion carried by unanimous voice vote.  
10

11 **14. SUPERINTENDENT RECOMMENDATIONS**  
12

13 Motion: (Lombardo/Kent) to approve the following held item:  
14

15 J. The approval to appoint Amy Camp as School Nurse for Nehaunsey  
16 Middle School, effective September 1, 2018 through June 30, 2019, BA,  
17 Step 7 (actual if 5 years' credit, due to GTEA change), at an annual salary  
18 of \$52,916.00, as per the GTEA agreement, pending all required  
19 documentation for hire including Criminal History clearance check and in  
20 accordance with *N.J.S.A. 18A:6-7.6, Authorization to Release*  
21 *Information/Records, Verification.*  
22

23 Motion carried by unanimous roll call vote.  
24

25 **15. ADJOURNMENT**  
26

27 Motion: (Sarmiento/Michael) to adjourn the meeting at 8:04 p.m.  
28

29 Motion carried by unanimous voice vote.  
30  
31  
32

33 Respectfully Submitted,  
34  
35

36 \_\_\_\_\_  
37 Scott A. Campbell, Board Secretary  
38  
39  
40

41 *\*\*Next Board of Education Regular Meeting is scheduled for Monday, September*  
42 *10, 2018 at 6:30 p.m.\*\**  
43  
44

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