

1 **OFFICIAL MINUTES**

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3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 **Monday, October 6, 2014** in the Nehaunsey Middle School library.

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6 The meeting was called to order by Vice-President Susan Vernacchio at 6:30 p.m.

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8 Roll Call:

- 9  
10 Susan Vernacchio  
11 Andrew Chapkowski  
12 John Hughes  
13 Duane Sarmiento  
14 Jill Trainor

15  
16 Also present were Mr. Stephen Derkoski, Interim Superintendent and Mr. Scott A.  
17 Campbell, School Business Administrator/Board Secretary.

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19 Absent:

- 20  
21 Roseanne Lombardo  
22 Lisa Morina

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

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

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32 **FLAG SALUTE**

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34 **1. MINUTES**

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36 Motion: (Chapkowski/Trainor) to approve the minutes:

- 37  
38 September 8, 2014 – Regular Meeting  
39 September 8, 2014 – Executive Session

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41 Motion carried by unanimous roll call vote.

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43 **2. SUPERINTENDENT’S REPORT**

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45 Motion: (Sarmiento/Hughes) to approve the following as one, A1-A3:

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A. Administrative Reports

- 1. Enrollment Statistics, Fire Drills and Suspensions as of September 30, 2014. (Attachment – EXHIBIT B1)
- 2. School Health Services Monthly Reports as of September 30, 2014. (Attachment – EXHIBIT B2)
- 3. 2014-2015 Violence & Vandalism Report as of September 30, 2014. (Attachment – EXHIBIT B3)

Motion carried by unanimous roll call vote.

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

Motion: (Sarmiento/Hughes) to approve the following as one, A-N:

- A. The approval for a medical leave of absence for John Schmehl, Part-Time Custodian, beginning Friday, October 31, 2014 for approximately four (4) months. Mr. Schmehl will be using sick days and the New Jersey Family Medical Leave Act as needed. (Attachment – EXHIBIT C)
- B. The approval for appointment of the following staff members for the Math Curriculum Committee for the 2014-2015 school year at a rate of \$30.00 per hour as per Article XII of the GTEA Contract:
 

Kiley Barker	Kimberly Chila	Rabecca Cotton
Carlyn Exley	Andrew Mettler	Patricia New
Suzanne Pezzino	Kathy Seacrist	Patricia Seiner
Nora Traum	Jennifer Walker	
- C. The approval of the following committees for the 2014-2015 school year: The District Evaluation Advisory Committee (DEAC) and the School Improvement Panel Committee (SIP)
- D. The approval for the payment of tuition reimbursement for Steven Wehrle, Teacher, for courses to be taken at Rowan University (Fall 2014), ***“Current Issues in Higher Education”*** and (Spring 2015), ***“Advanced Leadership”***, for amounts 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.

- 1 E. The approval for the appointment of Kimberly Mittelstadt as a substitute  
 2 School Nurse for the 2014-2015 school year. Substitute rate of pay will be  
 3 \$100.00 per day.  
 4
- 5 F. The approval and acceptance of the 2014-2015 NJQSAC Statement of  
 6 Assurance and authorize submittal to the New Jersey Department of  
 7 Education prior to November 15, 2014.  
 8
- 9 G. The approval of the 2014-2015 Uniform State Memorandum of Agreement  
 10 between Education and Law Enforcement Officials and authorize submittal  
 11 to the Gloucester County Superintendent for processing. (A copy is  
 12 available for review in the Superintendent's Office.)  
 13
- 14 H. The approval of the Greenwich Township School District School Nursing  
 15 Services Plan for the 2014-2015 school year. (A copy is available for  
 16 review in the Superintendent's Office.)  
 17
- 18 I. The approval of the proposed 2015-2016 school budget calendar and  
 19 assign administrators, staff and our stakeholders to align fiscal goals with  
 20 our budget objectives. (Attachment – EXHIBIT D)  
 21
- 22 J. The approval of the 2014-2015 School Board Objectives. (Attachment –  
 23 EXHIBIT E)  
 24
- 25 K. The approval of the Superintendent's District Goals and Objectives for the  
 26 2014-2015 school year. (Attachment – EXHIBIT F)  
 27
- 28 L. The acceptance of the School Bus Emergency Evacuation Drill Reports as  
 29 follows: (Attachments – EXHIBITS G1 and G2)  
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School	Date	Time	Location	Bus Route Numbers
Broad Street	9/19/14	9:00 a.m.	Bus Platform	GRO1, GRO2, GRO4, GRO5, GPS1, GPS2
Nehaunsey	9/19/14	1:30 p.m.	Bus Platform	GRN1, GRN2, GRN3, GRN4, GRN5

- 31
- 32 M. The approval to acknowledge and make public the Harassment,  
 33 Intimidation and Bullying Data from January 1, 2014 to June 30, 2014.  
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Broad Street School		
Number of Cases	Confirmed	Non-Confirmed
2	2	0

**Nehaunsey Middle School**

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N. The approval to dispose of instructional property which has been classified as outdated, damaged or worn in conjunction with Policies 2260, 2530 and 9130.

Motion carried by unanimous roll call vote.

**4. POLICY/REGULATION**

None at this time.

**5. POLICIES, BY-LAWS AND CURRICULUMS**

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

A. The approval to adopt policies, by-laws and the following curriculums of the previous Board of Education until June 30, 2015, consistent with the New Jersey Core Curriculum Content Standards and the Curriculum Review Cycle:

Art	Pre-K – Grade 8
Art	Grades 6-8/Gifted & Talented
Basic Skills Improvement Program	Pre-K – Grade 8
Caring Makes a Difference (responding to Prejudice, Genocide and the Holocaust)	Pre-K – Grade 8
Computer Education	Pre-K – Grade 8
Cross-Content Workplace Readiness	Pre-K – Grade 8
Family Life	Pre-K – Grade 8
Guidance and Counseling	Pre-K – Grade 8
Health	Pre-K – Grade 8
Language Arts Literacy (Writing, Reading, Spelling)	
Library Curriculum	
Pre-Algebra	Grades 6-8/Gifted & Talented
Algebra	Grades 6-8/Gifted & Talented
Mathematics	Pre-K – Grade 8
Music	Pre-K – Grade 8
Multicultural Curriculum	Pre-K – Grade 8
Omega/Gifted and Talented	Pre-K – Grade 8
Penmanship	Pre-K – Grade 8

Physical Education	Pre-K – Grade 8
Science	Pre-K – Grade 8
Social Studies	Pre-K – Grade 8
Substance Abuse Prevention Program	
World Languages	Pre-K – Grade 8
Special Education	Pre-K – Grade 8
21 <sup>st</sup> Century Life Skills	

B. The approval to accept the textbooks as listed on the attached until June 30, 2015. (Attachment – EXHIBIT H)

Motion carried by unanimous roll call vote.

**6. CURRICULUM & INSTRUCTION**

Motion: (Sarmiento/Trainor) to approve the following as one A & B:

A. Workshops

1. The *retroactive* approval for the following individuals to attend out-of-district workshops:

Name	Workshop Title/Location/Date	Cost
Sarah Beerley Catrina Collier-Laster Violet Gregg Sharon Gomez-Salvatore Janet Jachimowicz-Geary Diane Shirley	<b>SGO 2.0 From Compliance to Quality</b> EIRC Mullica Hill, NJ 9/19/14 12:30 p.m. – 3:30 p.m.	\$-0- Plus Substitutes Plus Mileage

2. The approval for the following individuals to attend out-of-district workshops:

Name	Workshop Title/Location/Date	Cost
Kate Caruso	<b>2014 ELA PARCC Consortium</b> EIRC Mullica Hill, NJ 10/10/14, 10/24/14, 12/5/14, 1/16/15, 1/30/15 8:30 a.m. – 1:30 p.m.	\$400.00 Plus Substitute Plus Mileage
Kimberly Chila* Suzanne Pezzino* Sarah Beerley* Kathryn Tortella* Rabecca Cotton*	<b>2014 Math PARCC Consortium</b> EIRC Mullica Hill, NJ 10/22/14, 12/3/14, 1/21/15, 2/25/15, 3/18/15	\$400.00 Each Plus Two Substitutes Each Day Plus Mileage

Patricia Seiner* Andrew Mettler* Nora Traum* Jennifer Walker*	8:30 a.m. – 1:30 p.m.  *The total cost for the workshops is \$800.00 for TWO teachers. The teachers will be alternating and attending on different dates.	
Rabecca Cotton Sean Keane Andrew Mettler Sharon Gomez-Salvatore Stephania Tomaszewski Alisa Whitcraft Carlyn Exley Megan Hoyt Patricia New Megan Sizemore	<b>American Heart Association          HeartSaver          CPR/AED Certification Class</b> (held at Nehaunsey Middle School) 11/12/14 8:00 a.m. – 11:00 a.m. (Nehaunsey Staff) 12:00 p.m. – 3:00 p.m. (Broad Street Staff)	\$300.00 4 Full Day Substitutes 1 Half Day Substitute

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B. Field Experience Student

- The *retroactive* approval for the following Cabrini College student to complete 20 hours of field experience at Broad Street School beginning on Wednesday, September 17, 2014:

<u>Student</u>	<u>Cooperating Teacher</u>
Alexa Muraca	Megan Sizemore

Motion carried by unanimous roll call vote.

7. **BUDGET & FINANCE**

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

A. School Business Administrator/Board Secretary Contract

- The approval of Scott A. Campbell, School Business Administrator/Board Secretary's, 2014-2015 contract which has been approved and determined to be in compliance with regulations by Margaret J. Nicolosi, Interim Executive Regional Superintendent of Schools.

Motion carried by unanimous roll call vote.

B. Contracts

- The approval of the *prorated* Tuition Contract Agreements between the Greenwich Township Board of Education and the Woodbury City Board of Education for Regular Education Students

1 #1131505541 and #7409552146 for the 2014-2015 school year  
2 from September 4, 2014 through November 12, 2014 at a tuition  
3 rate of \$3,519.18 each. The Interim Superintendent and School  
4 Business Administrator are authorized to execute all contracts.  
5 (Attachment – EXHIBITS I1 and I2)  
6

7 C. Resolution – Comprehensive Maintenance Plan  
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- 9 1. The acceptance of the resolution authorizing submission of the  
10 Comprehensive Maintenance Plan. The Department of Education  
11 requires submission of the three-year maintenance plan as part of  
12 the NJQSAC.  
13

14 **GREENWICH TOWNSHIP BOARD OF EDUCATION**  
15 **RESOLUTION**  
16 **SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**  
17

18 **WHEREAS**, the Department of Education requires New  
19 Jersey School Districts to submit three-year maintenance plans  
20 documenting “required” maintenance activities for each of its public school  
21 facilities, and  
22

23 **WHEREAS**, the required maintenance activities as listed in  
24 the attached document for the various school facilities of the Greenwich  
25 Township School District are consistent with these requirements, and  
26

27 **WHEREAS**, all past and planned activities are reasonable to  
28 keep school facilities open and safe for use or in their original condition  
29 and to keep their system warranties valid,  
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31 **NOW, THEREFORE, BE IT RESOLVED**, that the  
32 Greenwich Township School District hereby authorizes the School  
33 Business Administrator to submit the attached Comprehensive  
34 Maintenance Plan for the Greenwich Township School District in  
35 compliance with Department of Education requirements. (Attachment –  
36 EXHIBIT J)  
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38 D. Annual Required Maintenance Budget  
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- 40 1. The acceptance of the Annual Required Maintenance Budget  
41 Amount Worksheet (Form M-1). This form is used as a tool to help  
42 districts estimate the annual required maintenance budget amount  
43 to be submitted with the district’s Comprehensive Maintenance  
44 Plan (CMP). (Attachment – EXHIBIT K)  
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E. Maximum Capital Reserve Statement

1. The acceptance of the Maximum Capital Reserve Statement. The Greenwich Township Public Schools have over 41 projects identified in its Five-Year Long-Range Facility Plan that have not been identified or advanced. The projects have an estimated total cost over the five-year period of \$8,643,500.00. It is estimated that the district may be eligible for State Debt service or EDA grant funds for these projects in the amount of \$3,457,400.00. Accordingly, the estimated local share of these projects is \$5,186,100.00. The local share amount of \$5,186,100.00 represents the maximum amount the Greenwich Township Public Schools may deposit in its capital reserve fund for the 2014-2015 school year.

Motion carried by unanimous roll call vote.

8. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

Motion: (Trainor/Hughes) to approve the following as one, A-F:

A. Bills Lists

1. The bills as presented by the Business Administrator in the following amounts are ordered paid. (Attachment – EXHIBIT L1)

Number	Amount
P020	(-\$16,744.25)
P021	\$235,431.23
P022	\$17,764.17
P023	\$211,928.14
P024	\$67,732.92
P025	\$14,407.18
P027	\$233,506.46
P028	\$17,616.91
P028a	\$24,032.09
<b>TOTAL</b>	<b>\$805,674.85</b>

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2. The approval to void the following checks: (Attachment – EXHIBIT L2)

Check#	Vendor	Amount
15748	The Southwest Council	\$1,800.00
15821	Schlessinger Media	\$478.10

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B. Board Secretary's Report

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1. The acceptance of the Board Secretary's Report for the month of August 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. (Attachment – EXHIBIT M)

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C. Treasurer's Report

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1. The approval of the Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of August 2014. The Treasurer's Report and Secretary's Report are in agreement for the month of August 2014. (Attachment – EXHIBIT N)

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D. Revenue Certification

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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.

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E. Board of Education Certification

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1. The approval of the Board of Education certification for the month of August 2014 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 obligations for the remainder of the fiscal year.

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F. Transfer List

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1. The ratification of transfers, authorized by the Superintendent, for the month of August 2014 to give balances to new accounts and to balance existing accounts. (Attachment – EXHIBIT O)

1 Motion carried by unanimous roll call vote.

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3 **9. REGULATORY**

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5 Motion: (Chapkowski/Trainor) to approve the following as one, A1-A11:

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7 A. Use of Facilities

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9 1. The *retroactive* approval for the Greenwich Township PTA to use  
10 the Broad Street School Teachers' Lounge for their PTA Meetings  
11 on Thursday evenings at 6:30 p.m. on the following dates:

12  
13 September 25, 2014                      October 16, 2014  
14 November 20, 2014                      January 22, 2015  
15 February 26, 2015                      March 26, 2015  
16 April 30, 2015

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18 2. The approval for the Greenwich Township PTA to use the Broad  
19 Street School Gymnasium for a Dance-A-Thon on Thursday,  
20 October 9, 2014 from 6:00 p.m. – 7:30 p.m.

- 21  
22 3. The approval for a Parent Night Assembly sponsored by the Youth  
23 Alliance to be held at Nehaunsey Middle School on Friday, October  
24 10, 2014 from 6:00 p.m. – 7:00 p.m.

- 25  
26 4. The approval for Gibbstown Street Hockey to use the Nehaunsey  
27 Middle School lobby for hockey sign-ups on the following dates and  
28 times:

29  
30 Thursday, October 16, 2014                      6:00 p.m. – 8:00 p.m.  
31 Friday, October 17, 2014                      6:00 p.m. – 8:00 p.m.  
32 Thursday, October 23, 2014                      6:00 p.m. – 8:00 p.m.  
33 Friday, October 24, 2014                      6:00 p.m. – 8:00 p.m.

- 34  
35 5. The approval for Family Fitness Night to be held on Wednesday,  
36 October 23, 2014 from 6:00 p.m. – 7:30 p.m. in the Broad Street  
37 School gymnasium. (Alternate Date: Thursday, October 30, 2014)

- 38  
39 6. The approval for the Greenwich Township Recreation Committee to  
40 use the Broad Street School Gymnasium for a Halloween  
41 parade/party for Gibbstown residents on Friday, October 24, 2014  
42 from 6:00 p.m. – 9:00 p.m.  
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7. The approval for the Greenwich Township PTA to use the Broad Street School gymnasium for a Sweetheart Dance on Friday, February 6, 2015 from 5:00 p.m. – 8:00 p.m.
  8. The approval for the Greenwich Township PTA to use the Broad Street School gymnasium for a Designer Bag Bingo and Auction on Friday, March 6, 2015 from 3:30 p.m. – 10:00 p.m.
  9. The approval for the Greenwich Township PTA to use the Broad Street School gymnasium for Family Fun Night on Thursday, March 26, 2015 from 3:30 p.m. – 9:00 p.m.
  10. The approval for the Chorus/Bell Choir to use the Broad Street School Auditorium for rehearsals and for the annual Spring Concert. (Attachment – EXHIBIT P)
  11. The approval for the Greenwich Township Education Association to use the Broad Street School auditorium for an Earth Day Celebration on Tuesday, April 21, 2015 from 5:00 p.m. – 9:00 p.m.

21 B. Personnel Committee

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

- 24  
25 1. The Personnel Committee will review all resume`s of intended  
26 candidates for the Superintendent`s position and narrow it to three  
27 or four for the full board to interview.  
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29 Motion carried by unanimous roll call vote.

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31 **10. OLD BUSINESS**

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33 None at this time.

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35 **11. NEW BUSINESS**

36  
37 None at this time.

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39 **12. CORRESPONDENCE**

40  
41 None at this time.

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

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

13 *Terry DiSanto, GTEA representative, asked what the plan is for John Schemhl*  
14 *since he will be out for four (4) months? **Interim Superintendent Stephen***  
15 ***Derkoski** responded that we will be scheduling a meeting to discuss the*  
16 *substituting for Mr. Schemhl very shortly. This meeting will consist of Scott*  
17 *Campbell, School Business Administrator, Bill Houghton, Facilities Manager, the*  
18 *union representative and Mr. Derkoski.*  
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20 **14. EXECUTIVE SESSION**  
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22 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*  
23 *6, et seq.*, which provides that an Executive Session, not open to the public, may  
24 be held for certain specified purposes when authorized by Resolution.  
25

26 The Board of Education for Greenwich Township, assembled in public session on  
27 **October 6, 2014** hereby resolves that an Executive Session closed to the public  
28 shall be held on **October 6, 2014 at 7:41 p.m.** in the Nehaunsey Middle School  
29 Library, located at 415 Swedesboro Road, Gibbstown, New Jersey, for  
30 discussion of certain matters which relate to items authorized by *Open Public*  
31 *Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.  
32

- 33 • Matters Involving Individual Privacy
  - 34 • Matters Relating to the Employment Relationship
- 35

36 It is anticipated that such matter may be disclosed to the public upon the  
37 determination of the Board that applicable exception no longer applies and the  
38 public interest will no longer be served by such confidentiality.  
39

40 Motion: (Vernacchio/Sarmiento) to enter in Executive Session at 7:41 p.m.  
41 to discuss the following:  
42

- 43 • Personnel
- 44 • Legal

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2 Motion carried by unanimous voice vote.

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4 Motion: (Vernacchio/Hughes) to return from Executive Session at 7:50 p.m.

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6 Motion carried by unanimous voice vote.

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8 **15. ACTION ITEMS**

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10 Motion: (Hughes/Vernacchio) to approve the following:

- 11  
12 1. The approval for student# 2145508919 to attend Kingsway Regional High  
13 School at a tuition rate of \$11,140.00. A one-on-one aide is also required  
14 at a rate of \$26,003.00 for a total cost of \$37,143.00. Transportation to be  
15 determined.

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17 **16. ADJOURNMENT**

18  
19 Motion: (Chapkowski/Hughes) to adjourn the meeting at 8:03 p.m.

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21 Motion carried by unanimous voice vote.

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23 \*\*The next planned Board of Education meeting is scheduled for Monday, November  
24 10, 2014 at 6:30 p.m.\*\*

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27 Respectfully Submitted,

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30 \_\_\_\_\_  
31 Stephen Derkoski, Interim Superintendent  
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33