

1
2
3
4
5
6
7
8
9

OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held **April 11, 2016** in the Nehaunsey Middle School library.

The meeting was called to order by President Andrew Chapkowski at 6:33 p.m.

Roll Call:

<input checked="" type="checkbox"/> Mr. Andrew Chapkowski School Board President	(Chair) Budget Committee Buildings & Grounds Personnel & Public Relations
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio School Board Vice-President	(Chair) Negotiations Committee Curriculum & Technology Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. John Hughes	Paulsboro Board of Education Representative Negotiations Committee Policy & Regulations Personnel & Public Relations
<input type="checkbox"/> Mr. Chad Kent Absent	(Alternate) Negotiations Committee Budget Committee Curriculum & Technology Policy & Regulations Personnel & Public Relations
<input checked="" type="checkbox"/> Mrs. Roseanne Lombardo	(Chair) Curriculum & Technology Committee Buildings & Grounds County Board of Education Representative Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. Gerald Michael, Jr. Arrived at 7:15 p.m. during Executive Session	(Chair) Buildings & Grounds Committee Negotiations County Board of Education Representative Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. Duane Sarmiento	(Chair) Policy & Regulations Committee Budget & Finance Personnel & Public Relations

Quorum **YES**

10
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 ***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. PRESENTATION**

24
25 A presentation was made to our Educator’s of the Year. Alisa Whitcraft made a
26 presentation on behalf of ***Sarah Beerley, 3rd Grade Teacher of the Year at***

1 **Broad Street School** and Dr. Jennifer Foley-Hindman made a presentation on
2 behalf of **Daniel Giorgianni, School Counselor at Nehaunsey Middle School.**

3
4 **Cake and refreshments were served to the recipients and their families in the*
5 *faculty room.**

6
7 **2. EXECUTIVE SESSION**

8
9 Pursuant to certain requirements of the Open Public Meetings Act, N.J.S.A.
10 10:4-6, et seq., which provides that an Executive Session, not open to the public,
11 may be held for certain specified purposes when authorized by Resolution.

12
13 The Board of Education for Greenwich Township, assembled in public session on
14 **April 11, 2016** hereby resolves that an Executive Session closed to the public
15 shall be held on **April 11, 2016** at **6:42** p.m. in the Nehaunsey Middle School
16 library, located at 415 Swedesboro Road, Gibbstown, New Jersey, for discussion
17 of certain matters which relate to items authorized by Open Public Meetings Act,
18 (N.J.S.A. 10:4-12b) to be discussed in closed session.

19
20 Motion: (Vernacchio/Hughes) to enter in to Executive Session at 6:42 to
21 discuss the following:
22

<input checked="" type="checkbox"/> Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: STUDENT RESIDENCY

<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 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 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:
--

<input type="checkbox"/> Matters involving quasi-judicial deliberations, and specifically:
--

23
24 It is anticipated that such matters may be disclosed to the public upon the
25 determination of the Board that applicable exception no longer applies and the
26 public interest will no longer be served by such confidentiality.

27
28 Motion carried by unanimous voice vote.

29
30 Motion: (Vernacchio/Hughes) to adjourn the Executive Session and return
31 to the regular meeting at 9:00 p.m.

1 **3. MINUTES**

2
3 Motion: (Michael/Vernacchio) to approve the minutes:

4
5 March 22, 2016 – Regular Meeting
6 March 22, 2016 – Executive Session
7

8 Motion carried by unanimous voice vote.
9

10 **4. APPOINTMENTS**

11 Motion: (Hughes/Lombardo) to approve the following:

12
13 A. The approval of the following appointments effective April 11, 2016
14 through June 30, 2017:
15
16

Air Quality Designee	William Houghton
Integrated Pest Management	William Houghton
Asbestos Management/PEOSHA Officer	William Houghton
Safety & Health Designee	William Houghton
School Safety Director	Robert Harris
Hazardous Communications Trainer	Scott A. Campbell
Blood Borne Pathogens***	William Houghton ONLY***
Affirmative Action Officer/Team	Alisa Whitcraft, Officer Daniel Giorgianni, Team Daniel Giorgianni, Coordinator/Specialist for NMS Alisa Whitcraft, Principal BSS Katie Eckert, Specialist for BSS
Anti-Bullying Committee	Dr. Jennifer Foley-Hindman, Principal NMS Terry DiSanto Tina Sayers Christine Franklin, Parent Member
Title IX Coordinator	Alisa Whitcraft, Principal/Curriculum Coordinator
Section 504 Officer	Robert Harris
ADA Coordinator	Robert Harris
Homeless Liaison	Scott A. Campbell
Working Papers Issuing Officers	Daniel Giorgianni Jennifer Elick
Official Bargaining Unit	Greenwich Township Education Association (GTEA)
Newspaper	Courier Post
Purchasing Agent/Compliance Officer	Scott A. Campbell
Agency Compliance Officer	Scott A. Campbell
Custodian of Records	Scott A. Campbell
Qualified Purchasing Agent/Bid Threshold	Scott A. Campbell
Authority to Invest Funds	Scott A. Campbell
Acting Superintendent in Emergency Situations	Scott A. Campbell

1 Motion carried by unanimous voice vote.
2

3 **5. SUPERINTENDENT'S REPORT**
4

5 Motion: (Sarmiento/Hughes) to approve the following as one, A1-A3:
6

7 A. Administrative Reports/Principal's Reports
8

- 9 1. School Health Services Monthly Reports as of March 31, 2016.
10 (Attachment)
11
12 2. Monthly Attendance, Enrollment, Drills, Monthly Overview as of
13 March 31, 2016:
14

MONTHLY ATTENDANCE – MARCH 2016	
Broad Street School	94.3
Nehaunsey Middle School	92.5

15

BROAD STREET SCHOOL ENROLLMENT – MARCH 2016			
Reale - 15			Pre-K Totals - 15
Ballinger - 17	Barker - 11	Beckett - 15	Grade K Totals - 43
Exley - 17	Podolski - 16	Walker - 15	Grade 1 Totals - 48
Nastase - 16	New - 16	Sayers - 17	Grade 2 Totals - 49
Beerley - 17	Mortimer - 19	Pezzino - 14	Grade 3 Totals - 50
Chila - 19	Hoyt - 18	Tortella - 17	Grade 4 Totals - 54
			Total Enrollment - 259

16

NEHAUNSEY MIDDLE SCHOOL ENROLLMENT – MARCH 2016			
	Cotton - 18	O'Donnell - 19	Grade 5 Totals - 37
McGann - 19	Salvatore - 15	Tomaszewski - 15	Grade 6 Totals - 49
Bomze - 21	Leach - 17	Seiner - 15	Grade 7 Totals - 53
Gregg - 11	Mettler - 12	Porreca - 17	Snyder - 14
			Grade 8 Totals - 54
			Total Enrollment - 193

17

DRILLS – MARCH 2016				
Date	Time/Location	Duration	Action/Drill	Weather Conditions
March 7, 2016	NMS/ 2:34 p.m.	3 minutes	Fire Drill	Sunny & Warm
March 10, 2016	BSS/12:51 p.m.	2 minutes	Fire Drill	Sunny & Warm
March 21, 2016	NMS/ 1:47 p.m.	6 minutes	Non-Fire Evacuation	Cold & Clear
March 22, 2016	BSS/ 9:18 a.m.	3 minutes	Non-Fire Evacuation	Sunny & Cold

MONTHLY EVENT OVERVIEW – MARCH 2016		
Date 2016	Event	Building
March 1	NMS SCIP Meeting	NMS
March 2	NJHS to Shady Lane	NMS
March 2	Read Across America, Dr. Suess Dress-up Day	BSS
March 4	PTA Designer Bag Bingo	BSS
March 7	8 th Grade Dinner and Dialogue	Out-of-District
March 17	Wear Green Day – St. Patrick's Day	BSS
March 22	Youth in Government	NMS
March 23	Spirit Night @ Chik-Fil-A	District

3. Student Discipline, Violence/Vandalism, HIB as of March 31, 2016

Infraction/Referrals/Reports	Number of Incidents this Month		2015-2016 Total-to-Date	
	BSS	NMS	BSS	NMS
Dating Violence	0	0	0	0
Detention After School	2	5	6	7
Harassment, Intimidation or Bullying	0	2	0	2
Out-of-School Suspensions (OSS)	0	2	1	5
Restricted Study	0	0	1	0
Violence, Vandalism, Substance Abuse	0	0	0	0

Case Number	Date of Initial Report	Date Reported to Superintendent	Result of Investigation
NMS #33	March 7, 2016	March 7, 2016	Confirmed
NMS #34	March 17, 2016	March 17, 2016	Not Confirmed

Monthly Discipline/EVRS Summary					
	Incidents	Lunch Detention	After-School Detention	Restricted Study	Out-of-School Suspension
Broad Street	22	2	2	0	0
Nehaunsey	8	0	5	0	2
Total number of disposition (lunch detention, after school detention, restricted study and out-of-school suspension) may not equal total number of incidents.					

Motion carried by unanimous voice vote.

6. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS

Motion: (Sarmiento/Michael) to approve the following as one, A-F:

- 1 A. The *retroactive* approval to add Jody Harris, K-8 Standard license teacher,
2 as a Homebound Instructor effective April 5, 2016, for the remainder of the
3 2015-2016 school year. Rate of pay will be \$30.00 per hour; not to
4 exceed ten (10) hours per week (regular education).
5
6 B. The approval of the Revised 2015-2016 School Calendar due to snow
7 day. (Attachment)
8
9 C. The approval to utilize the services of Interim Healthcare of New Jersey
10 Staffing for emergency coverage for our School Nurses.
11
12 D. The approval of the SEMI (Special Education Medicaid Initiative) Action
13 Plan to submit to the County Office. (Attachment)
14
15 E. The approval for the 8th Grade Graduation to be held on Thursday, June
16 16, 2016.
17
18 F. The approval for the following teachers for the first round of Curriculum
19 Revision: Trish Seiner, Jennifer Walker, Rabecca Cotton, Nora Traum,
20 Mike Snyder, Andrew Mettler, Sharon Gomez-Salvatore, Violet Gregg,
21 Jody Harris, Steve Wehrle, Nicole McGann, Bill Porreca, Bethanne
22 O'Donnell and Nicole Leach at a stipend of \$30.00 per hour as per Article
23 XII, Section B, of the GTEA contract with all work due on June 30, 2016.
24

25 **Andrew Chapkowski** wanted to know if there is a limit on the amount of hours
26 they are allowed to work? **Dr. Jennifer Foley-Hindman** responded that there is
27 a finite amount of money to spend. She said it is approximately 100 hours but
28 that is broken down per content area. She is also hoping to have them do a lot of
29 this work during the May 27 in-service. **Mr. Chapkowski** would like to amend
30 item F to a limit of 100 hours.
31

32 Motion: (Hughes/Lombardo) to approve items A-F as amended:
33

34 Motion carried by unanimous voice vote.
35

36 **7. POLICY/REGULATION**

37

38 Motion: (Vernacchio/Michael) to approve the following policies and
39 regulations:
40

- 41 A. The approval of the following list of new and/or revised district policies:
42
43
44

Policy/Regulation #	Title	1 st Reading	2 nd Reading
#0134 Bylaws	Board Self-Evaluation		X
#0152 Bylaws	Board Officers		X
#2622 Programs	Student Assessment		X
#3218 Teaching Staff Members	Substance Abuse		X
#4218 Support Staff Members	Substance Abuse		X
#5200 Pupils	Attendance		X
#5330 Students	Administration of Medicine		X
#5339 Pupils	Screening for Dyslexia		X
#5530 Pupils	Substance Abuse		X
#8630 Operations	Bus Driver/Bus Aide Responsibility		X
#3212 Teacher Staff Members	Attendance	X	
#3322 Teaching Staff Members	Use of Personal Cellular Devices/Other Devices	X	
#4212 Support Staff Members	Attendance	X	
#4322 Support Staff Members	Use of Personal Cellular Devices/Other Devices	X	
#5330 Students	Administration of Medication	X	
#5615 Students	Suspected Gang Activity	X	
#8540 Operations	School Nutrition Programs	X	
#8820 Operations	Opening Exercises/Ceremonies	X	

1
2 **Andrew Chapkowski** questioned the use of personal cellular devices and stated
3 that the students and faculty can do things with social media during their free
4 time and how do we control that? A brief discussion followed.
5

6 Motion carried by unanimous voice vote.
7

8 **8. CURRICULUM & INSTRUCTION**
9

10 Motion: (Lombardo/Chapkowski) to approve the following:
11

12 A. Workshops
13

- 14 1. The approval for the following individual to attend an out-of-district
15 workshop:
16

Name	Workshop Title/Location/Date	Cost
Alanna Schell 2 nd Grade Special Education Teacher	Basic Applied Behavior Analysis Workshop April 22, 2016 Brett DiNovi & Associates Mt. Laurel, NJ 9:00 a.m. – 3:00 p.m.	\$95.00 Plus Substitute Plus Mileage

1 Motion carried by unanimous roll call vote.

2
3 **9. BUDGET & FINANCE**

4
5 Motion: (Lombardo/Michael) to approve the following as one, A & B:

- 6
7 A. The approval of the 2016-2017 Contract for Participation in Cooperative
8 Transportation Services between Gloucester County Special Services
9 School District and the Greenwich Township Board of Education.
10 Administrative fee for 2016-2017 remains the same: 7% of a district's
11 portion of each cooperative route for special education, vocational, public
12 and homeless students and 4% of a district's portion for each cooperative
13 route for non-public students.
14
15 B. The approval of the 2016-2017 Non-public Technology and Non-public
16 Textbook Purchasing contracts between Gloucester County Special
17 Services School District and Greenwich Township Board of Education.

18
19 Motion carried by unanimous roll call vote.

20
21 **10. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD**
22 **SECRETARY**

23
24 Motion: (Chapkowski/Lombardo) to approve the following as one, A-H:

25
26 A. Bills Lists

- 27
28 1. The bills as presented by the Business Administrator are ordered
29 paid. (Attachment)

30

Number	Amount
P73	\$133.36
P74	\$227,742.94
P75	\$16,936.03
P76	\$56,417.51
P77	\$9,602.57
P78	\$443,822.79
	TOTAL \$754,655.20

31
32 B. Voided Checks

33
34 None at this time.

1 C. Student Activities Account

- 2
3 1. The approval of the Student Activities Account Monthly Bank
4 Reconciliation for the month of March 2016. (Attachment)

5
6 D. Board Secretary's Report

- 7
8 1. The acceptance of the Board Secretary's Report for the month of
9 March 2016. The Board Secretary certifies that no line item
10 account has been over expended in violation of N.J.A.C. 6A:23A-
11 16.10(c)3 and that sufficient funds are available to meet the
12 district's financial obligations for the remainders 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
18 18A:17-36 and 18A:17-9 for the month of March 2016. The
19 Treasurer's Report and the Secretary's Report are in agreement for
20 the month of March 2016.

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 month
31 of March 2016, that after review of the Secretary's monthly financial
32 reports and upon consultation with the appropriate district officials,
33 that to the best of its knowledge no major accounts or funds have
34 been over expended in violation of N.J.A.C. 6A:23A-16.10(c)4 and
35 that sufficient funds are available to meet the district's financial
36 obligations for the remainder of the year.

37
38 H. Transfer List

- 39
40 1. The ratification of transfers, authorized by Superintendent, for the
41 month of March 2016, to give balances to new accounts and to
42 balance existing accounts. (Attachment)

43
44 Motion carried by unanimous roll call vote.

1 **11. BUILDINGS & GROUNDS**

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

4
5 A. Use of Facilities

- 6
7 1. The approval for the Gibbstown Midget Football Team and the
8 Gibbstown Cheerleading Squad to use the Broad Street Football
9 field on Mondays, Thursdays and Sundays during the month of
10 April and May 2016.

11
12 Motion carried by unanimous voice vote.

13
14 **12. OLD BUSINESS**

15
16 The 4th Grade trip to The Battleship NJ which was approved at the February 8,
17 2016 regular meeting, neglected to include the cost of the lunch portion of the trip
18 to the Red Bank Battlefield. This will be added at no cost for transportation to the
19 district.

20
21 *Susan Vernacchio said the Negotiations Committee has met with the teachers
22 and reviewed each others' proposal. The Committee will be meeting again with
23 them on Thursday April 14.*

24
25 **13. NEW BUSINESS**

26
27 *Roseanne Lombardo stated that Mrs. Oliveri spoke with Mike Beukers about
28 the curbing situation where she stands as a crossing guard. Several people
29 have fallen so we need to check it out. Andrew Chapkowski asked if it was on
30 school property? Mrs. Lombardo didn't know but Mr. Beukers will check it out
31 and let us know.*

32
33 *Scott Campbell said he has updated his job description and highlighted the
34 changes in the job description. The salary amount that has been addressed in
35 the contract. It is not for approval tonight; it is just for review.*

36
37 Motion: (Sarmiento/Vernacchio) to approve the following:

- 38
39 A. The approval for the resolution to dis-enroll students, M.K., N.B., and S.B.
40 as per attachment on file in the Business Office.

41
42 Roll Call Vote for M.K.

43
44 Roseanne Lombardo – Abstained
45 Gerald Michael – Yes

1 Duane Sarmiento – No
2 Andrew Chapkowski – Yes
3 Susan Vernacchio – Yes
4 John Hughes – Abstained

5
6 Roll Call Vote for N.B. & S.B.
7

8 Duane Sarmiento - Yes
9 Andrew Chapkowski - Yes
10 Susan Vernacchio - Yes
11 John Hughes - Yes
12 Roseanne Lombardo – Yes
13 Gerald Michael – Yes
14

15 After deliberations, a motion was given by Susan Vernacchio and seconded by
16 John Hughes to reconsider the vote for student M.K.
17

18 Roll Call Vote for M.K.
19

20 Duane Sarmiento – No
21 Andrew Chapkowski – Yes
22 Susan Vernacchio – Yes
23 John Hughes – Yes
24 Roseanne Lombardo – Abstained
25 Gerald Michael – Yes
26

27 Motion passes by a vote of 4 yes's, 1 no and 1 abstention
28

29 **14. CORRESPONDENCE**
30

- 31 A. The 100th Year Broad Street School Celebration inviting Board Members
32 to be videotaped. (Attachment)
33
34 B. The Paulsboro Refinery is donating an outdoor classroom at an
35 approximate value of \$6,000.00 and T-shirts for the celebration at an
36 approximate value of \$1,100.00!
37
38 C. The 64th Community All Sports Banquet will be held on May 26, 2016, to
39 honor Paulsboro High School athletes, cheerleaders and band members.
40 This will be held at Nicolosi's Caterers, 1 Hessian Avenue, Woodbury, NJ
41 at 6:30 p.m.
42
43 D. A letter was received from a 7th grade student and read to the Board
44 members.
45

1 **15. 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 personal or against any person
11 connected to the school system. Any such concern should be presented to the
12 school or district-level administration so that a proper response may be given.

13
14 No comment at this time.

15
16 **16. ADJOURNMENT**

17
18 Motion: (Lombardo/Chapkowski) to adjourn the meeting at 9:29 p.m.

19
20 Motion carried by unanimous voice vote.

21
22 **Please note that on Monday, April 25, 2016, there will be a Public Hearing on
23 the Budget at 6:30 p.m. in the Nehaunsey Middle School library.**

24
25 Next Board of Education Regular Meeting is scheduled for Monday, May 9, 2016
26 at 6:30 p.m.

27
28
29
30 Respectfully Submitted,

31
32
33
34 _____
35 Scott A. Campbell, Board Secretary
36