

OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held Tuesday, June 22, 2004, in the Nehaunsey Middle School Library.

The meeting was called to order by Vice-President Joseph G. Marcucci at 7:04 p.m.

Roll Call:

Joseph G. Marcucci
Vince Giovannitti
Larry Hall
Robyn Glocker Hammond

Also present were Dr. Francine Marteski, Superintendent and Scott A. Campbell, School Business Administrator/Board Secretary.

Absent:

Frank J. Minniti
Joseph Duca
Marie Downes McDonald

As required under the guidelines of the Open Public Meeting Law, a notice of this meeting was sent to the Courier Post, Philadelphia Inquirer and the Township Clerk. It was also posted in the Greenwich Township School Buildings. (Optional: Videotaping Regulations-"The proceedings of this meeting are being videotaped, and anyone wishing to discuss an individual child should so note.")

Flag Salute

1. MINUTES

Motion: (Giovannitti/Glocker Hammond) to approve the following minutes:

May 18, 2004 Regular Meeting (Attachment-EXHIBIT A1)
May 18, 2004 Caucus #1 (Attachment-EXHIBIT A2)
May 18, 2004 Caucus #2 (Attachment-EXHIBIT A3)

Motion carried by unanimous roll call vote.

2. SUPERINTENDENT'S REPORT

Motion: (Hall/Glocker Hammond) to approve the following as one, A-B:

A. Administrative Reports

1. Enrollment Statistics, Fire Drills, and Suspensions, as of May 31, 2004. (Attachment - EXHIBIT B1)
2. School Health Services Monthly Reports as of May 31, 2004. (Attachment - EXHIBIT B2)
3. 2003-2004 Violence & Vandalism Report as of May 31, 2004. (Attachment - EXHIBIT B3)
4. Monthly Report of Attendance Officer as of May 31, 2004. (Attachment - EXHIBIT B4)

B. Policy

1. The approval of the second reading of the Greenwich Township Board of Education Policy 7422, School Integrated Pest Management Plan. (Attachment - EXHIBIT C)

Motion carried by unanimous roll call vote.

3. PERSONNEL

Motion: (Glocker Hammond/Marcucci) to approve the following as one, A-D:

- A. The approval of the Agreement between the Greenwich Township Board of Education and the Greenwich Township Bus Drivers for the 2004-2005 school year. The Board President and the Business Administrator are also granted permission to execute this Agreement. (Attachment - EXHIBIT D1)
- B. The reappointment of the following individuals as Bus Drivers for the 2004-2005 school year at the hourly salary rate as listed below:

<u>Employee:</u>	<u>Hourly Rate:</u>
Dolores Mooney	\$23.98
Darlean Thompson	\$23.60
Charlotte Williams	\$19.51
Ada Zubec	\$23.60
Sharon Zubec	\$23.66

- C. The approval for the reappointment of G.T.E.A. represented Jerilyn Tranquillo as Kitchen Coordinator/Head Cook at Nehaunsey Middle School for the 2004-2005 school year at an annual salary of \$22,705.76 with benefits.

- D. The reappointment of the following unrepresented central office employees for the 2004-2005 school year as per the attached. (Attachment - EXHIBIT D2)
1. Superintendent
 2. Business Administrator/Board Secretary
 3. Technology Coordinator
 4. Supervisor of Buildings & Grounds (Certified Educational Facilities Manager)
 5. Principals
 6. Secretary to Superintendent
 7. Secretary to Business Administrator/Board Secretary & Transportation Department
 8. Accounts Payable/Bookkeeper
 9. Payroll/Benefits Clerk

Motion carried by unanimous roll call vote.

Motion: (Hall/Giovannitti) to approve the following as one, E-O:

- E. The retroactive approval for the appointment of Janine Harris as Teacher's Aide for the Pre-School Disabled 2004 Extended School Year Program effective June 21, 2004 through July 29, 2004, 23 day total, 2.5 hours per day at \$13.33 per hour.
- F. The approval for the appointment of Patricia Shannon as the District Director of Food Services for the 2004-2005 school year at an annual salary of \$25,000.00 with benefits.
- G. The approval for the appointment of Cathleen Clark as Bus Driver for the 2004-2005 school year at the hourly salary rate of \$15.95.
- H. The approval for the reappointment of Frank J. Minniti II as Substitute Custodian for the 2004-2005 school year. The rate of pay will be \$8.00 per hour.
- I. The approval for the reappointment of Grace Foster as Substitute Bus Aide, Substitute Cafeteria/Lunchroom Aide, and Substitute Kitchen Worker for the 2004-2005 school year. The rate of pay will be \$7.75 per hour.
- J. The resolution herein seeking permission of the Commissioner to employ the below recommended certificated and support staff applicants on an emergent basis for a period not to exceed three (3) months pending completion of a County Substitute Teacher Application and/or a positive Criminal History Check:
1. The approval for the appointment of James DeForest as Bus Driver for the

2004-2005 school year at the hourly salary rate of \$15.95.

2. The approval for the appointment of Megan Sizemore as Kindergarten Teacher at Broad Street School for the 2004-2005 school year at an annual salary of \$38,956.00 with benefits.
3. The approval for the appointment of Debbie Knestaut as Non-Instructional Aide at Broad Street School for the 2004-2005 school year, at an hourly rate of \$8.30 per hour, with no benefits.
4. The approval for the appointment of Kristi A. Haaf as part-time District School Psychologist for the 2004-2005 school year at an annual salary rate of \$27,317.20, \$220.30 per diem, 124 days, without benefits.
5. The approval for the appointment of the following individuals as Substitute Teachers for the 2004-2005 school year. Substitute rate will be \$70.00 a day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 a day.

Christine Franklin
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- K. The approval for the appointment of Gale DiMarco as Substitute Bus Driver for the 2004-2005 school year. Substitute rate of pay will be \$12.00 per hour.
- L. The approval for the appointment of Kimberly Robostello as Second Grade Teacher at Broad Street School for the 2004-2005 school year at an annual salary of \$38,956.00 with benefits.
- M. The approval for the appointment of Stephania Tomaszewski as Fifth Grade Teacher at Nehaunsey Middle School for the 2004-2005 school year at an annual salary of \$38,956.00 with benefits.
- N. The approval for appointment of Tara Atkinson as Classroom Aide (Instructional) at Broad Street School for the 2004-2005 school year, ten month position, at a salary of \$116.56 per day, with benefits.
- O. The approval for the appointment of Christine Wojcik as Substitute Caller for the 2004-2005 school year at a stipend amount of \$2,500.00.

Motion carried by unanimous roll call vote.

**At this time, Dr. Marteski gave a brief explanation on the interview and hiring process used during teacher interviews. **

4. CURRICULUM & INSTRUCTION

Motion: (Giovannitti/Glocker Hammond) to approve the following as one, A-B:

- A. The approval of the Clinical Practice Request from Rowan University for the placement of the following students at Broad Street School:

<u>Student</u>	<u>Cooperating Teacher</u>
Elizabeth McGee (9/14/04 to 10/28/04)	Anne Wooton
Nicole Guarrera (9/14/04 to 10/28/04)	Anne Wooton

- B. The approval to create an elementary Multiple Disabilities (MD) class at Broad Street School effective September 1, 2004. (Note: This is a change in class type for the present Specific Learning Disabilities class taught by Mrs. Wooton. This change will more accurately reflect the needs of the children in the class. We will continue to have a Specific Learning Disabilities class at Broad Street. Mrs. Crisostomo will be the teacher.)

Motion carried by unanimous roll call vote.

4. BUSINESS & FINANCE

Motion: (Glocker Hammond/Hall) to approve the following:

A. Bills Lists

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

P64	\$ 69,323.16
P65	\$242,963.78
P67	\$344,967.19
P68	\$ 40,165.56
P69	\$227,369.82
P70	\$ 92.19
P71	\$ 17,467.39
P72	\$186,221.09

Motion carried by unanimous roll call vote.

Motion: (Hall/Giovannitti) to approve the following:

B. Student Activities Account

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the month of May, 2004. (Attachment - EXHIBIT F)

Motion carried by unanimous roll call vote.

Motion: (Giovannitti/Hall) to approve the following as one, C-E:

C. Board Secretary's Report

1. The acceptance of the Board Secretary's Report for the months of April, 2004 and May, 2004. (Attachment - EXHIBIT G)

Pursuant to N.J.A.C. 6A:23-2.11 (c) 4, the Greenwich Township Board of Education certifies by a roll call vote that as of April 30, 2004 and May 31, 2004, after review of the Board Secretary's Reports for April, 2004 and May, 2004, and upon consultation with the district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23:23-2.11 (b) and that sufficient funds are available to meet the district's financial obligation for the remainder of the fiscal year.

D. Treasurer's Report

1. The approval of the Treasurer of School Monies Report for the months of April, 2004 and May, 2004. (Attachment - EXHIBIT H)

E. Transfer List

1. The ratification of transfers, authorized by the Superintendent, for the months of April, 2004 and May, 2004, to give balances to new accounts and to balance existing accounts. (Attachment - EXHIBIT I)

Motion carried by unanimous roll call vote.

Motion: (Giovannitti/Glocker Hammond) to approve the following:

F. Contracts

1. The approval for the contract renewal between the Greenwich Township School District and Life Care Medical Center through the

Gloucester County Consortium for drug/alcohol screening for the district school bus drivers for the 2004-2005 school year. Cost is as follows:

\$41.00 for 5-Panel
\$24.00 for Breath Alcohol
\$35.00 for DOT Physical

These prices reflect no increase from the 2003-2004 school year.

Motion carried by unanimous roll call vote.

Motion: (Giovannitti/Marcucci) to approve the following:

G. Tax Schedule

1. The approval of the tax payment schedule for the 2004-2005 school year as follows:

August 15, 2004	\$2,032,660.25
November 15, 2004	\$2,032,660.25
January 14, 2005	\$ 677,553.50
February 15, 2005	\$ 677,553.50
March 15, 2005	\$ 677,553.50
April 15, 2005	\$ 677,553.50
May 16, 2005	\$ 677,553.50
June 15, 2005	\$ 677,554.00

Motion carried by unanimous roll call vote.

6. FACILITIES

Motion: (Hall/Giovannitti) to approve the following as one, (A-B):

A. 2004-2005 Alternate Toilet Room Facilities

1. The approval of submission of the 2004-2005 Alternate Toilet Room Facilities-Early Intervention, Pre-Kindergarten and Kindergarten Form to the New Jersey State Department of Education to be in compliance with N.J.A.C. 6A:26-6.2 (h) 4ii. This would be for rooms 106, 107, 108, 110, 111 and 112 at Broad Street School.

B. Renewal Application for Substandard Instructional Space

1. The approval for submission of the 2004-2005 Renewal Application for Substandard Instructional Space Form to the New Jersey Department of Education. The room(s) are as follows:

Room #207 at the Broad Street School.

Motion carried by unanimous roll call vote.

7. USE OF FACILITIES

Scott Campbell, SBA/BS informed the Board that the municipal election site at Broad Street School would be moved from the auditorium lobby to the gymnasium.

8. PUBLIC - AGENDA/NON-AGENDA ITEMS

This is the time when anyone from the public who wishes to speak to the Board

may do so. Please state your name, address, and phone number. The Board will hear your concerns. The Board may or may not take action this evening. You will be notified either at this meeting, by letter, or telephone of any action the Board does take.

Board Vice-President Joseph G. Marcucci read a letter, (attached), from District Technology Coordinator Michael Grelli and thanked him for his efforts and commitment to the Greenwich Township School District.

Scott Campbell, SBA/BS, handed out copies of Senate Law No. 1701 (attached) and described the effects of the law on the district.

Joel Antipuna, 611 Betty Rose Avenue, Gibbstown, NJ understands the explanation given on the interview process as explained by the Superintendent during the business portion of the regular meeting, but he does not understand the alleged comments made to his daughter, Nicole, during the interview process by Principal McAlary. He feels that she was led to believe that she would be a candidate for one of the vacant teaching positions. Dr. Marteski and Vice-President Marcucci informed Mr. Antipuna that they would not be able to discuss an employee or their performance without giving them the proper Rice notification.

9. BOARD OF EDUCATION COMMITTEE REPORTS

No reports at this time.

10. ADJOURNMENT

Motion: (Glocker Hammond/Hall) to adjourn the meeting at 7:47 p.m.

Motion carried by unanimous voice vote.

Respectfully submitted,

Scott A. Campbell, Board Secretary