

OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held Tuesday, September 20, 2005 in the Nehaussey Middle School library.

The meeting was called to order by President Frank J. Minniti at 7:00 p.m.

Roll Call:

Frank J. Minniti
Robyn Glocker Hammond (departed at 7:09 p.m.)
Marie Downes McDonald
James Sorbello
Susan Vernacchio

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

Absent:

JoAnne Caira
Larry Hall

As required under the guidelines of the Open Public Meeting Law, 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: (Sorbello/Glocker Hammond) to approve the following minutes:

August 16, 2005 - Regular Meeting

Motion carried by unanimous roll call vote.

2. SUPERINTENDENT'S REPORT

Motion: (Downes McDonald/Sorbello) to approve the following as one,
A-E:

A. Memorandum of Agreement

1. The approval of the Uniform State Memorandum of Agreement - 2005-2006, signed by the Chief School Administrator and law enforcement officials, remaining unchanged, with no additional terms/provisions. (Attachment - EXHIBIT B)

B. School Violence Awareness Week Resolution

1. The approval of the following resolution:

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Township of Greenwich that the week of October 17, 2005 to October 21, 2005 will be designated as "School Violence Awareness Week" for the 2005-2006 school year.

C. Emergency Management Plan

1. The approval of the Greenwich Township School District's Emergency Management Plan for the 2005-2006 school year.

D. Superintendent's Goals

1. The approval of the Superintendent's Goals for the 2005-2006 school year as set by the Greenwich Township Board of Education and Dr. Francine Marteski, Superintendent.

E. Fundraisers

1. The approval for fundraising activities at Broad Street School and Nehaunsey Middle School during the 2005-2006 school year, such as Pennies for Patients, food drive, Ronald McDonald House, Entertainment Book sales, magazine sales and candy drives.

Motion carried by unanimous roll call vote.

3. PERSONNEL

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

- A. The approval to amend the hours for Jean Walko, Part-Time Special Education Aide, not to exceed 19.5 hours per week from 2.5 hours per day.
- B. The approval for the appointment of the following teaching staff members as Mentor Teachers for the 2005-2006 school year to be compensated as per the BOE/GTEA agreement, Article XII, Section B, 4(a).

Staff Member/Grade Level

Mentor Teacher

Carina Jovanovic (World Language) Adriana Marini-Cossetti
Janet Lani (Library/Media Specialist) Sandra Schwartz

- C. The approval to accept a Leave of Absence for Alisa Whitcraft, Curriculum Coordinator, from October 11, 2005 through December 21, 2005 as per the attached. (Attachment - EXHIBIT D)
- D. The approval to accept a Leave of Absence for Kristine Knorr, Guidance Counselor, from January 3, 2006 through March 30, 2006 as per the attached. (Attachment - EXHIBIT E)
- E. The approval to accept a Leave of Absence for Lisa Maden, Cafeteria/Lunchroom Aide, from September 1, 2005 through a date to be determined as per the attached. (Attachment - EXHIBIT F)
- F. The approval for the acceptance of the resignation of Denise Sferra effective September 7, 2005 as per the attached. (Attachment - EXHIBIT N)
- G. The approval for the appointment of Thomas Fagely as Substitute Custodian for the 2005-2006 school year. Substitute rate of pay will be \$8.00 per hour.
- H. The resolution herein seeking permission of the Commissioner to employ the below recommended certificated and support staff applicant on an emergent basis for a period not to exceed three (3) months pending a positive Criminal History check and completion of required paperwork:
 - 1. The approval for the following individuals as Substitute Teachers for the 2005-2006 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.

- 2. The approval for the appointment of Deborah Anne Wilson for the following substitute positions for the 2005-2006 school year:

	<u>Rate of Pay</u>
Substitute Bus Aide	\$7.75 per hour
Substitute Cafeteria/Lunchroom Aide	\$7.75 per hour
Substitute Kitchen Worker	\$7.75 per hour
Substitute Non-Instructional Aide	\$7.75 per hour

- 3. The approval for the appointment of Danielle Ireland for the following substitute positions for the 2005-2006 school year:

	<u>Rate of Pay</u>
Substitute Cafeteria/Lunchroom Aide	\$7.75 per hour
Substitute Kitchen Worker	\$7.75 per hour
Substitute Secretary	\$8.00 per hour
Substitute Non-Instructional Aide	\$7.75 per hour

- 4. The approval for the appointment of Alanna Schell as Special Education Teacher (MD Class) at Broad Street School for the 2005-2006 school year at an annual prorated salary of \$40,734.00 (Step 2, BA), with benefits, effective November 7, 2005.

- I. The retroactive approval for the appointment of Christine Wojcik to provide coverage during the Nehaunsey Middle School secretary lunch period on an as-needed basis for the 2005-2006 school year at a rate of \$8.60 per hour.

- J. The approval for the appointment of Vincent Cavalea as Substitute Teacher for the 2005-2006 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.

- K. The approval for the appointment of the following teaching staff members for the extra-curricular position listed below for the 2005-2006 school year:

Position	Stipend per Hour	Not to Exceed	Staff Member
SADD Advisors (2)	\$25.00	\$1,000.00	Janet Shivers Jennifer Carr
	\$25.00	\$1,000.00	

Roll Call Vote:

Frank J. Minniti - Yes to all

Robyn Glocker Hammond - Yes to all
 Marie Downes McDonald - Yes to all
 James Sorbello - Yes to all
 Susan Vernacchio - Abstained on Item H2
 Yes to all others

4. CURRICULUM & INSTRUCTION

Motion: (Sorbello/Minniti) to approve the following as one, A-D:

- A. The retroactive approval for the out-of-district placement of A.L. to East Mountain School for the 2005-2006 school year at a tuition rate of \$48,701.10 as per the attached. (Attachment - EXHIBIT G)
- B. The approval for Kimberly DeRoxtra-Hutkin to perform 48 hours of clinical instruction time with Cathy Tortella, School Nurse, as required by the California State University on-line course, to be completed by December 9, 2005.
- C. Workshops
 - 1. The approval for the following individuals to attend an out-of-district workshop:

Name	Workshop Title/Location/Date	Cost
Robert Harris Alisa Whitcraft Lynn Wildrick	Alternate Proficiency Assessment Training Maple Shade, NJ September 19, 2005 (9:00 am-12:00 pm)	Mileage
Alisa Whitcraft Lynn Wildrick Anne Wooton	Alternate Proficiency Assessment Training (for those with no prior APA training & CST member) Maple Shade, NJ September 26, 2005 (9:00 am-12:00 pm)	Mileage Substitute

D. Field Trips

- 1. The approval of Request for Educational Trip/Transportation for the following:

Grade and/or Group	Destination/Time	Date	Estimated Related Cost	Estimated Transportation Cost	Total
6-7-8 Natural Helpers	Mt. Misery Retreat Ctr Browns Mill, NJ		Substitutes:		*\$1040.00

Grade and/or Group	Destination/Time	Date	Estimated Related Cost	Estimated Transportation Cost	Total
	8:45 am-4:30 pm	10/17/05	\$420.00	Driver: \$75.00	*Title IV Funds
	8:45 am-4:30 pm	10/18/05	\$420.00	Driver: \$125.00	

Motion carried by unanimous roll call vote.

5. BUSINESS & FINANCE

A. Bills List

Motion: (Vernacchio/Minniti) to approve the following:

1. The bills as presented by the Board Secretary are ordered paid. (Attachment - EXHIBIT H)

P8	\$-0-
P9	\$52,570.46
P10	\$7,173.60
P11	\$160,865.52
P12	\$8,324.00
P13	\$63,840.15
P14	\$53,204.03
P15	\$183,091.22
P16	\$2,173.52
P17	\$100.00
P18	\$260,155.17
P19	\$119,314.97

Motion carried by unanimous roll call vote.

B. Student Activities Account

Motion: (Downes McDonald/Minniti) to approve the following as one, B-E:

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the Month of July, 2005. (Attachment - EXHIBIT

l)

Motion carried by unanimous roll call vote.

C. Board Secretary's Report

1. The acceptance of the Board Secretary's Report for the month of July, 2005. (Attachment - EXHIBIT I)

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 July 31, 2005, after review of the Board Secretary's Report for July, 2005 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 obligations for the remainder of the fiscal year.

D. Treasurer's Report

1. The approval of the Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of July 2005. The Treasurer and Secretary's report are in agreement for the month of July 2005. (Attachment - EXHIBIT K)

E. Transfer List

2. The ratification of transfers, authorized by the Superintendent, for the month of July, 2005, to give balances to new accounts and to balance existing accounts. (Attachment - EXHIBIT L)

Motion carried by unanimous roll call vote.

F. Qualified Purchasing Agent/Bid Threshold

Motion: (Sorbello/Downes McDonald) to approve the following:

1. The re-approval for Scott A. Campbell, Business Administrator/ Board Secretary, as the Greenwich Township School District Qualified Purchasing Agent, pursuant to N.J.S.A. 18A:18A-3a and 3b and N.J.A.C.5:34-5 et seq and approval of the following resolution for the 2005-2006 school year.

WHEREAS, N.J.A.C.5:34-5 et seq. establishes the criteria for

qualifying as a Qualified Purchasing Agent; and

WHEREAS, Scott A. Campbell, possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C.5:34-5 et seq; by it

RESOLVED, that the governing body of the Greenwich Township Board of Education, in the County of Gloucester, in the State of New Jersey hereby establishes its bid threshold in the amount of \$29,000.00; and be it further

RESOLVED, that the governing body hereby appoints Scott A. Campbell as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A.18A:18A-2b, with specific relevance to the authority, responsibility and accountability of the purchasing activity of the Board of Education; and be it further

RESOLVED, that in accordance with N.J.A.C.5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Scott A. Campbell's certification to the Director of the Division of Local Government Services.

Motion carried by unanimous roll call vote.

G. Contracts

Motion: (Downes McDonald/Minniti) to approve the following as one, G1-G3:

1. The approval of the Agreement to Provide Additional Remedial Services for Nonpublic I.D.E.I.A. Students for the 2005-2006 school year between the Greenwich Township School District and Gloucester County Special Services School District as per the attached. (Attachment - EXHIBIT M)
2. The approval of the contract between Paul's Commodity Hauling, Inc. and the Greenwich Township School District for the 2005-2006 school year as per the attached. (Attachment - EXHIBIT O)
3. The approval for the appointment of Underwood Memorial Hospital to provide health and physician services for the Greenwich Township School District for the remainder of the 2005-2006 school year at a retainer rate of \$2,500.00, pending completion of all documentation, as per the attached. (Attachment - EXHIBIT P)

Motion carried by unanimous roll call vote.

H. Contract Execution

Motion: (Sorbello/Minniti) to approve the following:

WHEREAS, funds are available for this purpose; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 18A:18-5 et.seq.) no longer requires that the resolution authorizing the award of contracts for “Professional Services” be bid competitively;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of Greenwich, County of Gloucester and State of New Jersey, as follows:

1. The Board President and Board Secretary are hereby authorized and directed to execute contracts with:
 - a. Underwood Memorial Hospital for health and physician services.

Motion carried by unanimous roll call vote.

6. USE OF FACILITIES

Motion: (Vernacchio/Minniti) to approve the following as one, A-E:

- A. The approval for Greenwich Township Recreation Committee Men’s Basketball to use the Broad Street School gymnasium on Thursday evenings from 6:00 pm to 9:00 pm September 15, 2005 through May 18, 2006.
- B. The approval for the Greenwich Township Recreation Committee to use the Broad Street School parking lot (or gymnasium if inclement weather) for a Halloween parade on October 22, 2005 from 6:00 pm-9:00 pm.
- C. The approval for the Gloucester County Prosecutor’s Office to use the Nehaunsey Middle School gymnasium for an Internet Safety Presentation (adults only) on September 28, 2005 at 7:00 pm.
- D. The approval for Natural Helpers to use the Nehaunsey Middle School library for a parent presentation on October 3, 2005 at 7:00 pm
- E. The retroactive approval for St. Michael’s Parish to use the Nehaunsey Middle School gymnasium for a pastor installation reception on September 18, 2005 from 9:00 am to 3:00 pm.

Motion carried by unanimous roll call vote.

7. OLD BUSINESS

Dr. Francine Marteski discussed her attendance at the PTA monthly meeting and the PTA's proposal on school uniforms. The PTA will be conducting a survey to see if there is an interest by parents.

8. NEW BUSINESS

None at this time.

9. CORRESPONDENCE

None at this time.

10. BOARD OF EDUCATION COMMITTEE REPORTS:

None at this time.

11. 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.

Lee Lucas, 361 Democrat Road, Gibbstown, NJ, (856) 224-0599 asked if the Board President was going to make a big announcement regarding the school bond referendum.

Board President Frank J. Minniti responded that we were not going out in September or December and the Board had not discussed a referendum after that. Since there wasn't a full board there this evening, the matter would not be discussed.

Mr. Lucas then claimed that Mr. Minniti stated at the August meeting that the Board would be announcing referendum plans.

Again, Mr. Minniti denied that statement and Mr. Lucas became more belligerent with the same question. Mr. Minniti had Dr. Marteski read from the approved Board of Education meeting minutes from August, specifically Mr. Minniti's statements, to prove to Mr. Lucas that at no time did he make those statements.

Mr. Lucas then made the statement that "he can ask whatever questions he wants and the

Board cannot have him fired”.

Mr. Minniti then stated if there were no further questions, we would be moving forward with the meeting.

12. CLOSED SESSION

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

The Board of Education for Greenwich Township, assembled in public session on *September 20, 2005*, hereby resolves that an Executive Session closed to the public shall be held on *September 20, 2005, at 7:35 p.m.* in the Nehaunsey Middle School located at 415 Swedesboro Road, Gibbstown, New Jersey, for discussion of certain matters which relate to items authorized by *Open Public Meetings Act, (N.J.S.A.10:4-12b)* to be discussed in closed session.

- A. *Matters Involving Individual Privacy*
- B. *Matters Relating to the Employment Relationship*

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

Motion: (Sorbello/Minniti) to enter into closed session at 7:35 p.m. to discuss the following:

- A. Personnel

Motion carried by unanimous voice vote.

Returned from closed session at 7:49 pm.

13. ADJOURNMENT

Motion: (Vernacchio/Sorbello) to adjourn the meeting at 7:50 p.m.

Motion carried by unanimous voice vote.

Respectfully submitted,

Campbell, Board Secretary

Scott A.