1 2	OFFICIAL MINUTES				
3 4 5	of the SPECIAL MEETING of the Greenwich Township Board of Education held Monday, March 19, 2012 in the Nehaunsey Middle School library.				
6 7	The m	ne meeting was called to order by President Jason Murschell at 6:35 p.m.			
8 9	Roll Call:				
10 11 12 13 14 15 16		Jason Murschell James Worrell Alan Boultinghouse Louis Fabiani Roseanne Lombardo Lisa Morina Susan Vernacchio			
17 18 19 20	Also present were Mr. Vincent Tarantino, Interim Superintendent/Principal and Mr. Scott A. Campbell, School Business Administrator/Board Secretary.				
21 22 23 24 25 26	As required under the guidelines of the Open Public Meeting Law, notice of this meeting was sent to the <u>The Gloucester County Times, The Courier Post</u> and the <u>Township</u> <u>Clerk</u> . 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.")				
27 28	OPENING PROCEDURES				
29 30 31 32 33 34 35 36	<u>1.</u>	THE SUPERINTENDENT RECOMMENDS APROVAL OF THE FOLLOWING ACTION ITEM			
		Motion: (Boultinghouse/Fabiani) to approve the following:			
		A. The approval of the resignation/retirement of Anne Wooton, Teacher at Broad Street School, effective July 1, 2012. (Attachment – EXHIBIT A)			
37 38		Motion carried by unanimous roll call vote.			
39 40 41 42 43 44	<u>2.</u>	DISCUSSION 2012-2013 SCHOOL BUDGET			
		Jason Murschell said the 2012-2013 has been approved for submission to the County Office at the last meeting and it was approved today.			

3. PUBLIC - AGENDA/NON-AGENDA ITEMS:

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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 you 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.

Michelle Pandolfo, 251 Marshall Avenue, Gibbstown, has questions about the budget that was submitted to the County Superintendent. Under student instruction, she saw a \$108,000.00 cut in regular programs and would like to know what that entails and how Mr. Murschell understands those cuts to be? Mr. Murschell said the Business Administrator and the Budget & Finance Committee presented a budget and explained it line by line. He said he relies on the professionals as this is not his full-time job. Mrs. Pandolfo asked if he felt comfortable with these decisions even if he doesn't know the details? Mr. Murschell said he was presented with all the details a couple of weeks ago. Scott Campbell said the \$108,000.00 decrease is the tuition for instructional costs for regular education, special education and vocational students going to Paulsboro High School, Special schools and Vocational school. Mrs. Pandolfo asked what the \$297,000.00 decrease in "undistributed expenditures" was and she wasn't sure what "undistributed expenditures" means if he can explain that? Mr. Campbell said that is instruction, attendance, social work, health services. Mrs. Pandolfo asked if he expected a \$297,000.00 decrease in all of that to which Mr. Campbell answered, "yes". He said instruction is all of your "190" accounts; teacher's salaries (regular education salaries-in house), supplies, staff salaries. With the re-allocation of teachers and moving them within programs. and with the one retirement, that is a decrease of approximately \$80,000.00 without that being replaced plus there is a decrease in supplies. Mrs. Pandolfo asked if the cuts in technology supplies were part of these "expenditures"? Mr. Campbell said some of it would be because technology is split between numerous programs, let alone educational media and library account. There was a \$125.000.00 decrease in educational media and it is also split between educational software. Some of the programs also go through the Superintendent's office for internet costs. It is spread among many accounts. The educational support and software go through the educational account. Mrs. Pandolfo asked if our educational software is adequate for this upcoming school year? Mr. Tarantino said it is "more than adequate". Mrs. Pandolfo said when our technical software begins to become antiquated and once you set this budget at this level, you are only going to have a little room for that 2% that we "have to live with" and it seems to her that once things are cut, they are never coming back. She wants to know what the future is for our technology program? Mr. **Tarantino** said he realizes that technology is one of the "backbones of our education program" and over the years we have spent a considerable amount of

1 money in that area. He went on to say that the board had to look at every 2 account and that particular one was "heavy" so we had to reduce it. Mr. 3 Tarantino said at the elementary school next year, then will have a decrease of 4 one position. Presently there are three classes of Kindergarten, two first grades. 5 three second grades, three third grades and three fourth grades. Next year we 6 will have three Kindergarten, three first grades, two second grades, two third 7 grades and three fourth grades and one of his teachers is moving to the middle 8 school to accommodate the over 60 children that will be moving from fourth 9 grade to fifth grade. Mrs. Pandolfo asked what classroom size there will be for 10 the third grade? Mr. Tarantino said there are a lot of "pull-outs" from that grade 11 so there would be in the area of low 20's per class. Mrs. Pandolfo said there is 12 a cut of \$30.749.00 for special education and also a cut of \$68.500.00 for special 13 education instruction. She would like to know a little about that. Mr. Campbell 14 said there were decreases in supplies across the board: special education and 15 regular education but the reduction in that line was the LLD program (Learning 16 Language Disabled) which had a teacher partial salary and an aide partial salary 17 and that teachers' salary and the aide salary was moved over to the MD program 18 (multiply disabled). We don't receive any tuition students for the LLD program 19 but we do receive tuition students for the MD program so we moved the teacher 20 and the aide over where we will receive tuition money for them. Mr. Campbell 21 said the \$68,500.00 decrease was for the cuts in clubs. Mrs. Pandolfo wanted 22 to know what clubs were being cut? Mr. Tarantino said none of the clubs were 23 being cut but he, along with Mrs. Whitcraft and Mr. Campbell redesigned the way 24 clubs will be delivered to the students. The salaries for last year for the clubs 25 totaled \$16.660.00 and this year we were able to provide every club for 26 \$10,935.00. Mrs. Pandolfo wanted to know what the change was from year to 27 year? Mr. Tarantino said more children will have the opportunity to participate in 28 clubs. Mrs. Pandolfo said if you are paying less in salaries then it seems there 29 is less "teacher time" in extra-curricular activities. Mr. Tarantino said some of 30 the teachers have taken less of a stipend for the extra-curricular activities. He 31 also said with the transportation not being provided for after-school clubs, some 32 clubs had to be re-designed. Mrs. Pandolfo wants to know if someone can 33 elaborate on the transportation line item? She said in the 2009-2010 school 34 year, the expenditures were \$572,000.00 and going into this next school year, it 35 has grown to \$632,000.00 and she would like to know what kind of savings we 36 realized by out-sourcing the transportation? Mr. Campbell said the actual 37 expenditures were for the 2010-2011 school year and they were audit 38 expenditures. Mrs. Pandolfo asked why there was such a big jump between the 39 revised appropriations and the actual expenditures? Mr. Campbell said the 40 2010-2011 school year is when we had our own in-house bussing and those 41 expenditures covered that. Mrs. Pandolfo said in this 2011-2012 school year 42 budget, you show the 2010-2011 school year revised appropriations at 43 \$574,000.00 but in the upcoming budget, you show expenditures of \$645,000.00. Mr. Campbell said the \$645,000.00 was for the 2010-2011 school year and the 44

1 revised for 2011-2012 was \$633,000.00. Mrs. Pandolfo said in the prior budget, 2 you projected a much lower number. Mr. Campbell said that at the time, we 3 were contemplated what we were going to do; keeping in-house bussing or out-4 sourcing. Mrs. Pandolfo said when contemplating in-house transportation, the 5 number is much lower. Mr. Campbell believes there were two or three students 6 that moved into the district that were not planned and were private school 7 placements that required transportation and one child required transportation 8 plus an aide. Transportation plus an aide is very expensive. Mrs. Pandolfo then 9 asked about the elimination of the part-time librarian. It says the educational 10 media services/library program is being cut by 40.4% and it says part-time 11 employee eliminated along with a decrease in supply purchases. Mr. Campbell 12 said it is not the elimination of the librarian: it is the elimination of the part-time 13 assistant to Mr. Grelli in the technology department. The part-time librarian 14 position is still in place for next year. Mrs. Pandolfo said the Kindergarten 15 through second grade will still get library services and the third through eighth 16 grade will get no library services. Mr. Tarantino said fifth through eighth grade 17 will still get library but it is different in the way the instruction is delivered. There 18 is a part-time librarian that is here two days a week. Mrs. Pandolfo said the 19 World Language is to be delivered weekly to grades three through eight. Right 20 now, it is weekly for grades three and four and twice a week for grades five 21 through eight. She wants to know if that is being cut to which Mr. Tarantino 22 replied, "no, absolutely not". Mrs. Pandolfo wanted to know if that can be 23 corrected and made clear for the rest of us? Mr. Tarantino said there was no 24 intention to cut or eliminate the World Language. Mrs. Pandolfo said to Mr. 25 Campbell that third and fourth grade get World Language once a week for an 26 hour, fifth through eighth get it twice a week and Kindergarten through second 27 get it a small amount. What does it mean, "taught through the Library"? How is 28 World Language taught through the library? Mr. Tarantino said the current 29 librarian is fluent in Spanish and Italian and she is able to incorporate world 30 language through media time. At Broad Street School right now, the Italian 31 teacher cycles through Kindergarten, first and second grades every six weeks 32 and delivers instruction throughout the curriculum. Mrs. Pandolfo said under 33 "bilingual education", that program was not budgeted for in prior years so it is 34 showing a negative but in last year's budget, it was showing a positive. Mr. 35 Campbell said it was for a student that came into the district but then moved out. 36 She asked if it was under general instruction? Mr. Campbell said bilingual 37 education is different from World Language. Mrs. Pandolfo said under "other 38 purchased professional services", what is that and why are we exceeding our 39 regional limit and who sets our regional limit? Mr. Campbell said that comes 40 from our budget software and calculates if we are over our administrative costs. 41 The state sets a regional limit and you have to be lower than the revised number 42 for this year and the regional limit and we were both in the budget by roughly 43 \$170.00 per pupil. The budget will not go through the "edit process" unless we 44 were below both the revised and regional limit. Mrs. Pandolfo asked what "other

1 purchased professional services" provide for? Mr. Campbell replied that the 2 \$24,680.00 is the architectural costs, strategic planning costs and the policy 3 consultant costs. Mrs. Pandolfo wanted to know why the expectation costs 4 were around \$8,000.00 and this was \$24,680.00? Mr. Campbell said the bulk of 5 that account is for the architects. Mrs. Pandolfo asked about the "miscellaneous" 6 purchased services" and why does it seem we are \$14,000.00 over for the 2012-7 2013 budget? Mr. Campbell said it is the student accident insurance, bonding 8 for himself, the cost for the printing of the election material, newspaper 9 advertising and our expected election costs. She asked if we will be short in the election account this year to which Mr. Campbell said we probably will be. Mrs. 10 11 Pandolfo then asked about the legal fees account and why did it almost double 12 from \$4,200.00 in the 2009-2010 school year to \$8,200.00 in the 2010-2011 school year and why now is it budgeted for \$15,000.00? Mr. Campbell said we 13 14 budgeted \$15,000.00 for the 2011-2012 school year and kept it the same for the 15 2012-2013 school year. Mrs. Pandolfo said it doesn't seem like a lot but when 16 you are "chipping away" on the after-school programs and teachers are forfeiting 17 their stipends, they wouldn't have to do that. She also wanted to know why the 18 legal expenses are so high this year? Mr. Campbell said if you look at the last 19 ten years, we have averaged around \$16,919.00. In the last three years, our 20 legal costs have only been \$8,200.00, \$4,200.00 and \$6,700.00 so it has been 21 brought down. The highest we have paid in the last ten years was \$30,000.00 22 and \$24,000.00. Susan Vernacchio said that might have been a year when we 23 had a referendum and could be why those costs were so high. Mrs. Pandolfo 24 then asked about the custodial services being reduced by \$30.000.00. Mr. 25 Campbell said we replaced a full-time evening custodian, who retired as of 26 December, 2011, with a part-time custodian, the summer help program was 27 reduced and maintenance supplies were reduced by \$18,000.00 as there were 28 no "big ticket items" requested. Mrs. Pandolfo asked if there were any plans for 29 facility repairs or replacements in the upcoming school year such as painting or 30 new tile floors? Vincent Tarantino said each one of the teachers will submit a 31 work order for jobs to be done during the summer months and we will attempt to 32 take care of all of their requests. **Mrs. Pandolfo** wanted to know who surveys 33 and puts in requests for the bathrooms? **Mr. Tarantino** said the maintenance 34 supervisor will put in those requests as part of an upgrade but we are hoping 35 someday for a consolidation and then re-do the entire building. Mrs. Pandolfo 36 asked if anything will be done or are we waiting for the consolidation? Mr. 37 **Tarantino** said there is a scheduled maintenance plan for the summer. **Mrs.** 38 Pandolfo asked if the maintenance plan was something she can "OPRA"? Mr. 39 Campbell said anyone can "OPRA" anything. Mrs. Pandolfo asked about the 40 allowances on the contracts for Mr. Tarantino, Mr. Campbell, Mrs. Whitcraft and 41 Mr. Harris and what are those allowances for? Mr. Campbell said it is for cell 42 phones and organizations that we are all members of. Mr. Tarantino wanted it 43 to be known that he pays for his own cell phone; the district does not pay for his. 44 Mrs. Pandolfo asked Mr. Tarantino why his allowances went from \$1,000.00 to

\$2,350.00? Mr. Campbell said he doesn't have an answer right now. It is broken down into several categories and it merges into one total. When Mr. Tarantino was hired, he wasn't a member of some of the organizations that he is now and that could be where the increase in costs were but he will get back to Mrs. Pandolfo with that information. Mrs. Pandolfo asked if the employees were contributing to their health benefits? Mr. Campbell said certain employees are paying 1.5% of their salary and certain employees such as himself are paying a percentage of the premium. Union employees are paying the 1.5% which will expire in 2013. After that, they will go into "year one" of the program. Mrs. Pandolfo asked with what is being paid now, how is it reflected in the budget? Is the contribution from what your benefits costs are, already taken out? Mr. **Campbell** said there is a separate page that they ask for in one of these reports. They ask what we currently receive for this year and what we project in receiving for next year. Mrs. Pandolfo said under "detailed appropriations", it is showing \$1.9 million for benefits. Does that include the contributions from the employees? Mr. Campbell said it is with the premium increases and after the contributions from the employees. He stated that we are looking at a 15% increase in medical and dental benefits. Mrs. Pandolfo asked if the district was in the state health benefits to which Mr. Campbell replied no. He said we go off of "broker recommendation". We have Horizon Blue Cross/Blue Shield for all of our benefits and are fully insured. Mrs. Pandolfo asked Mr. Tarantino about the three staff positions that are being eliminated. Mr. Tarantino said the Attendance Office position, which is part-time, is being eliminated and he and Mrs. Whitcraft will assume that responsibility. The part-time Treasurer position will be eliminated with Mr. Campbell assuming that responsibility. And as of right now, we eliminated the part-time technology position and Mr. Grelli will assume that additional responsibility. Mr. Campbell added that we reduced the payroll position in the business office from full-time to part-time and one of the classroom aides will not be replaced because the student will be moving on to high school.

Lee Lucas, 361 Democrat Road, Gibbstown, remembers when the Democrats controlled the school board and there were no public portions during a work session. He likes the openness of this school board. He went on to say there was an article in the Gloucester County Times about "school choice". He doesn't see how "school choice" will benefit this community and he for one is against it. If he read it correctly, the district will only receive \$8,000.00 from the state. It is not going to meet the per pupil costs of this district. How do you save money from school choice when you have to hire another teacher? This could lead to a migration of failing schools to other schools. We are not running a mission here; we are here to provide an education for the children of this community.

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Carol Lange, 33 North School Street, Gibbstown, said she is the mother of a hearing-impaired child in the third grade. She loves every teacher and aide that

he has had. They call or e-mail her to let her know how he is doing and how to work at home with him on his speech. She called Superintendent Tarantino's office for a problem that her son was having and she left a message but received no call back from him. That was in February. Then on March 15, she called the Superintendent again and left a message and still did not receive a call back. She was then told he was not in but 30 minutes later after leaving a message with the County Superintendent, Mr. Robert Bumpus, she was told Mr. Tarantino was indeed in because Mr. Bumpus had just finished speaking with him. As of today, she still has not received a call back from Mr. Tarantino. Ms. Lange feels that parents have to be involved in their children's education: that is the only way they are going to learn. We have to support these teachers and back them at all times and she has done just that since he was in Pre-K and will continue to do that. She said but when she has a problem and wants to speak with the Principal or Superintendent, she expects a call back. She is asking her elected Board Members how she can have faith in a Superintendent who still has not returned at least seven of her phone calls? Jason Murschell said he will look into that and speak with Mr. Tarantino. Mr. Tarantino said when people call him and leave a message, he does call them back immediately. Ms. Lange then asked why she has never received a call back? Mr. Tarantino said he didn't know why, out of all the parents, she has not received a call back. Ms. Lange said Mr. Tarantino is sarcastic and that sarcasm has to go. She also said he cannot deal with parents and how does he expect to deal with children. Mr. Tarantino said it had nothing to do with Ms. Lange; it has something to do with his office and he will look into why he has is not getting her messages.

Kathy Seacrist, 157 Swedesboro Road, Gibbstown, asked if the part-time technology position is being cut? Vincent Tarantino replied, "correct". Mrs. Seacrist said there is a lot of technology in the classrooms but it is only effective if it is working and Jen Landrum, whose position it is that will be cut, is an integral part of the Broad Street School. She keeps everything running smoothly and Mrs. Seacrist also understands that some things are run simultaneously between Broad Street School and Nehaunsey School. She wants to know how Mr. Grelli is going to be in two places at one time? Mr. Tarantino replied, "scheduling; we have to do more with less". Mrs. Seacrist wants to know what happens when she is in her classroom and her smart board goes out? Mr. Tarantino said Mr. Grelli will come over and help her. He then told Mrs. Seacrist that if she wants to discuss it further, she can see him in the morning.

Andrew Chapkowski, 85 Adalisa Avenue, Gibbstown, asked when the user-friendly budget will be on-line? Scott Campbell said it will be online 48 hours after the public hearing. Mr. Chapkowski asked Jason Murschell what the status was of the five-year plan? Mr. Murschell said the board still has to schedule a meeting with EIRC and Dr. Ivory. Mr. Tarantino said as of right now, it is on hold. He has been speaking with Dr. Ivory and they have been trying to

pick some dates but it probably won't be until after April. Mr. Chapkowski said he doesn't mean to criticize Mr. Tarantino's position but does he feel it would be difficult to create a five-year plan effectively with an interim superintendent or does he feel we need someone full-time? Mr. Chapkowski remembers the previous interim superintendent, Mr. Suessmuth, making that statement in a previous board meeting. Mr. Tarantino said it doesn't come from the Superintendent; it comes from the constituency. The Superintendent contributes along with the teaching staff. Mr. Murschell said the plans come from the position; not the individual. He also said with the vast experience that Mr. Tarantino brings is an asset to helping with that long-term plan. Mr. Chapkowski then asked what is the current IT staff size? Mr. Tarantino said right now it is one and a half but will be down to one in the new school year. Mr. Chapkowski concluded by asking Mr. Worrell if he will be at the "Meet the Candidates Night"? Mr. Worrell said he has a scheduling conflict that night that he is trying to move but he is going to try to be there. Susan Vernacchio asked Mr. Chapkowski what day that will be held to which Mr. Chapkowski answered, "April 2". He said there is only one candidate on the slate so far. Mrs. **Vernacchio** asked if the PTA is sponsoring that and was told that they are. She then told Mr. Chapkowski that she has been to many "Meet the Candidates" Night" where candidates don't show up but she still finds it important for him to go anyway and speak his mind even if he is the only person and she will come and listen so she make a good decision when she votes.

Jim Worrell wanted to compliment Mrs. Pandolfo for what she did tonight with the budget. In the three years he has been on the board, no one has ever gone over the budget and presented the questions that she did and he wants to compliment her; she did a very good job. Mrs. Pandolfo said if he stays on the board, he can look forward to her doing the same thing for the next several years.

4. PRESENTATION

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Terry Lewis of the New Jersey School Boards Association has the Superintendent's evaluations but she feels it should be done in executive session. The board of education self-evaluations, which can be done in public session, are not received yet.

5. EXECUTIVE 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 **March 19, 2012** hereby resolves that an Executive Session, closed to the public shall be held on **March 19, 2012**, at **7:45 p.m**. in the Nehaunsey Middle School library, Room 48, 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.

- Matters Required By Law to Be Confidential
- Matters Involving Individual Privacy
- Matters Relating to the Employment Relationship

It is anticipated that such matter 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: (Boultinghouse/Worrell) to enter into Executive Session at 7:45 p.m. to discuss the following:

- Personnel
- Legal

Motion carried by unanimous voice vote.

Motion: (Lombardo/Boultinghouse) to return to the Special Meeting at 8:56 p.m.

Motion carried by unanimous voice vote.

Roseanne Lombardo said she attended the "Gloucester County Eighth Grade Dialogue" that the New Jersey School Boards put together. They pick students from Logan Township, West Deptford, Gateway, Greenwich Township, Delsea, Woodbury, Glassboro and Paulsboro. They nominate one student from each school and the student from this district was Morgan Gilcrest. Mrs. Lombardo was invited to go by the student from Paulsboro and Mrs. Whitcraft was there from Greenwich Township. She said it was very interesting. They asked the kids a lot of questions about what they feel about school, about education, where they think education is going and about technology. She said the kids did a very good job and they had a lot of good input. She just wanted to share that with the board.

1	<u>6.</u>	ADJOURNMENT			
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3		Motion: (E	Boultinghouse/Fabiani) to adjourn the meeting at 8:59 p.m.		
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5		Motion carried by unanimous voice vote.			
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13			Scott A. Campbell, Board Secretary		
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