1				OFFICIAL MINUTES		
2 3 4	of the REGULAR MEETING of the Greenwich Township Board of Education held Monday, January 9, 2012 in the Broad Street School Auditorium.					
5 6	The meeting was called to order by President Jason Murschell at 7:02 p.m.					
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8 9	Roll	Call:				
10		Jaso	n Murs	schell		
11		Jason Murschell James Worrell				
12		Alan Boultinghouse				
13	Louis Fabiani					
14	Roseanne Lombardo					
15		Lisa Morina				
16	Susan Vernacchio					
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18		Also present were Mr. Vincent Tarantino, Interim Superintendent/Principal and Mr. Scott				
19	A. Campbell, School Business Administrator/Board Secretary.					
20				a the care of the care of the care		
21		•		the guidelines of the Open Public Meeting Law, notice of this meeting		
22				ne Gloucester County Times, The Courier Post and the Township		
23				posted in the Greenwich Township School Buildings. (Optional:		
24 25				lations – "The proceedings of this meeting are being videotaped and discuss an individual child should so note.")		
26 27	OPE	NING I	PROCI	EDURES		
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29 30	<u>1.</u>	MIN	<u>JTES</u>			
31		Motio	on:	(Worrell/Fabiani) to approve the minutes:		
32						
33				December 12, 2011 – Regular Meeting		
34				December 12, 2011 – Executive Session		
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36		Motion carried by unanimous roll call vote.				
37	2	SUDEDINTENDENT'S DEDODT				
38 39	<u>2.</u>	SUP	SUPERINTENDENT'S REPORT			
40 41		Motio	on:	(Worrell/Lombardo) to approve the following as one A1-A4:		
12 13		A.	Adm	inistrative Reports		
+3 14 15			1.	Enrollment Statistics, Fire Drills and Suspensions, as of December 31, 2011. (Attachment – EXHIBIT B1)		

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- 2. School Health Services Monthly Reports as of December 31, 2011. (Attachment EXHIBIT B2)
- 2011-2012 Violence & Vandalism Report as of December 31, 2011.
 (Attachment EXHIBIT B3)
- 4. Monthly Report of Attendance Officer as of December 31, 2011. (Attachment EXHIBIT B4)

Motion carried by unanimous roll call vote.

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

Motion: (Worrell/Boultinghouse) to approve the following as one, A-D:

- A. The approval to amend the salary of Andrew Mettler, Teacher, to \$49,744.00 (Step 4, BA+15) from \$49,060.00 (Step 4, BA) prorated for the 2011-2012 school year effective January 1, 2012.
- B. The approval for the payment of tuition reimbursement for Andrew Mettler, Teacher, for a course to be taken at Drexel Online University (Winter 2012), "Multi-Media Instructional Design", for an amount 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.
- C. The approval for the payment of tuition reimbursement for Catrina Collier-Laster, Teacher, for a course to be taken at Fairleigh Dickinson University (Spring 2012), "Master's Seminar: Research in Specialization", for an amount 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.
- D. The approval for the payment of tuition reimbursement for Kathy Seacrist, Teacher, for a course to be taken at Rowan University (Spring 2012), "Research Seminar in Special Education II", for an amount 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.

Motion carried by unanimous roll call vote.

4. **COMMITTEE REPORTS**

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POLICY/REGULATION

Jason Murschell, Chairperson Louis Fabiani Lisa Morina

Motion: (Fabiani/Worrell) to approve the following:

Α. District Policies/Regulations

The approval of the following list of new and/or revised district 1. bylaws, policies and regulations on **second** reading:

Policy/Regulation No.	Title
Policy/Regulation 2340	Field Trips (Revised)
Policy/Regulation 5519	Dating Violence at School (New)
Policy 6424	Emergency Contracts (Revised)
Policy 6472	Tuition Assistance (New)
Policy 8505	School Nutrition (Revised)
Policy 9180	School Volunteers (Revised)
Policy 9181	Volunteer Athletic Coaches and Co-Curricular Activity Advisors/Assistants (New)

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Lisa Morina stated that the board discussed frequent visitors into the school system at the December 12, 2011 meeting and she would like to know where we stand with that and how are we going to handle those situations? She said the board agreed to leave the policy as is but wanted to know how we are going to handle frequent visitors into the school? **Jason Murschell** replied that the Policy & Regulation committee hasn't met yet to review that policy. He said it can be removed but Mrs. Morina said she wasn't suggesting that. Mr. Murschell said that they will leave the policy as it is written until they can define what a "frequent visitor"; it can be re-visited. Mrs. Morina doesn't want it tabled but there is a situation where there are frequent visitors and because we were going to talk about it, she doesn't want it to get forgotten.

Motion carried by unanimous roll call vote.

CURRICULUM & INSTRUCTION

Lisa Morina, Chairperson Alan Boultinghouse Roseanne Lombardo

(Fabiani/Lombardo) to approve the following:

Motion:

A. Workshops

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

Name	Workshop Title/Location/Date	Cost
Cathy Tortella	School Nurse's Conference New Brunswick, NJ 3/23/12 – 3/24/12	\$199.00 Plus Substitute (one day) Plus Mileage

Motion carried by unanimous roll call vote.

Lisa Morina had another item that was not on the agenda that pertains to the Kindergarten class. She went on to say that Kindergarten teacher, Miss Megan Sizemore has approached the board asking if she can form a club on Tuesdays from 3:30 p.m. — 4:15 p.m. for a handful of students that exhibit exceptional intelligence. Miss Sizemore will work on expanding writing skills, difficult math concepts and other challenging work that they may not get in the regular Kindergarten class. Mrs. Morina went on to say that there is no cost to the board and the parents will be responsible for picking up their children after the program which means no cost for transportation. Mrs. Morina would like to present a motion to the board to pass this so that Miss Sizemore can begin this program as soon as possible.

Motion: (Lombardo/Fabiani) to approve the after school program for

Kindergarten on Tuesdays from 3:30 p.m. -4:15 p.m. for the

remainder of the 2011-2012 school year.

Jason Murschell asked if there could be a situation where a child qualifies for this program but because there is no transportation provided, they would be excluded? Vincent Tarantino said that is a possibility but we have that in any after school activity such as basketball but he feels this is an excellent opportunity for our gifted Kindergarten students to advance even further under the direction of a teacher who wishes to provide that service. Louis Fabiani asked how would the board know if this program is working? Mr. Tarantino replied that he will give a report to the curriculum committee periodically on the progress of this group. Mrs. Morina also stated that it is for this school year only.

Motion carried by unanimous roll call vote.

REGULATORY COMMITTEE

James Worrell, Chairperson Louis Fabiani Roseanne Lombardo

Motion:

(Fabiani/Boultinghouse) to approve the following as one, A-D:

A. The approval to authorize the Architect of Record, The Design Collaborative, to proceed with the Local Government Energy Audit (LGEA) as a basis for a potential ESIP energy savings improvement plan at a fee of \$27,500.00 to be reimbursed during the construction document phase of the ESIP.

- B. The approval for the Nehaunsey Middle School staff to use the Nehaunsey gym for an After-School Employee Zumba Class on Wednesday afternoons from 3:30 p.m. – 4:30 p.m. beginning on Wednesday, January 11, 2012 through Wednesday, June 6, 2012 (excluding half-day sessions, faculty meetings and GTEA meetings).
- C. The approval for Gibbstown Hockey to use the Nehaunsey Middle School lobby for hockey pictures on Tuesday, January 17, 2012 from 6:30 p.m. – 8:00 p.m. (Alternate date: January 19, 2012)

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D. The approval for the NJ Child Assault Prevention (CAP) Project to use the Nehaunsey Middle School library for their parent program (No More Bullies) on Wednesday, February 1, 2012 from 6:30 p.m. – 8:00 p.m.

Lisa Morina commented on item A in which Mr. Lou DeLosso of The Design Collaborative stated at their presentation that they have done four of these audits. She knows of five firms that are approved by the state that do these audits free of charge and of the three firms that she had the opportunity to speak with, one has conducted 70 of these audits and the other two have conducted 50 in the past two years as opposed to The Design Collaborative's four. She is urging the board to be looking at an expert in this field. In addition, Mrs. Morina said that the \$27.500.00 fee is almost twice what the three individual firms gave her as a general quote for a school district of our size and our floor plan. When Mrs. Morina posed the question to Mr. DeLosso why we would use his firm for \$27,500.00, which is technically not reimbursable but will be paid through the bond which then means taxpayers are paying for it, as opposed to using the local government energy audit program which is paid for through the BPU (Board of Public Utilities), so that the audit would essentially be free, and Mr. DeLosso indicated to Mrs. Morina there would be a "lag time" if we would go out for bid with one of these five firms. She feels that for \$27,500.00, we should be bidding it out to find the best expert for the job. Mrs. Morina also spoke with Colleen Quinn who runs the energy audit program and she said other than the time costs

for the RFP to go out which could be three weeks, there would be no difference in time and she strongly urged all school systems and local municipalities to take advantage of this program because it is already paid for through our societal benefits charge of our utility bill each month. Mrs. Morina went on to say for the sake of the taxpayers in this town, that for \$27,500.00, and she is sure the teachers in the audience would like to divide that up and use it in their classrooms, she would suggest before we make the motion to use The Design Collaborative, we look at a firm that has a little more experience in this project and save the taxpayers that money; money that was not budgeted for. James Worrell said that one thing everyone has to understand is whatever work is done through the ESIP will be taken off the consolidation. If you are looking at 5% and you are taking one million dollars off the referendum, then The Design Collaborative is going to lose \$50,000.00, so in reality, we are saving the taxpayers money. Mr. Worrell then said that by using the \$27,500.00, we are reimbursed during the construction document, so in fact we are saving \$50,000.00 by going with The Design Collaborative. Mrs. Morina then guestioned the fact that we are going with The Design Collaborative so we can reimburse them for money that they spent on the project for us? Mr. Worrell responded by saying they get 5% on the referendum. If we do the ESIP program and take a million dollars off the referendum, they will lose 5% of a million dollars which is \$50,000.00. Mrs. Morina said that at the January 5, 2012 meeting, the board agreed together to table the referendum because we wanted to move forward with this program so they are "separate and distinct". That was the purpose of the meeting so we can go out and bid for this project; we don't have to ask the taxpayers for their approval for a referendum. They are "separate and distinct" projects and Mrs. Morina doesn't feel that picking them to do the work when they are not the best candidates for the job is going to save anyone any money. Mr. Worrell responded by saying that "they are our architect of record so I, for one, feel that we should go with them; that is my opinion". Mrs. Morina said that four audits done by The Design Collaborative as opposed to a firm that has done 50-75 audits make me wonder where our cost savings will be in the long run.

Roll Call Vote:

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Susan Vernacchio – No to Item A; Yes to all others Jason Murschell – Yes to all James Worrell – Yes to all Alan Boultinghouse – Yes to all Louis Fabiani – Yes to all Roseanne Lombardo – No to Item A; Yes to all others Lisa Morina – No to Item A; Yes to all others

Motion carries for item A by a vote of 4-3. Motion carries unanimously for items B-D.

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BUDGET & FINANCE

Susan Vernacchio, Chairperson Alan Boultinghouse James Worrell

Motion: (Morina/Lombardo) to approve the following:

A. Contracts

 The approval of the contract for communication services between i.e. Communications and the Greenwich Township School District. (Attachment – EXHIBIT C)

Motion carried by unanimous roll call vote.

5. REPORT OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY Scott A. Campbell

Motion: (Worrell/Fabiani) to approve the following as one, A-F:

A. Bills List

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

No.	Amount
P039	\$14,346.36
P040	\$5,814.03
P041	\$259,144.85
P042	\$1,776.24
P043	\$288,391.16
P044	\$12,129.16
P045	\$336,580.66
P046	\$121,716.00
P047	\$463,561.40
P048	\$4,088.54
P049	\$447,872.76
TOTAL	\$1,955,421.16

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B. Student Activities Account

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 The approval of the Student Activities Account Monthly Bank Reconciliation for the month of **December 2011**. (Attachment – EXHIBIT E)

C. Board Secretary's Report

- The acceptance of the Board Secretary's Report for the month of November 2011. (Attachment – EXHIBIT F)
 - a. Pursuant to *N.J.A.C.6A:23A-16.10(c)*, the Greenwich Township Board of Education certifies by a roll call vote that as of **November 30, 2011** and after review of the Board Secretary's Reports for **November 2011**, 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:23A-16.10(c)4* 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's Report in accordance with 18A:17-36 and 18A:17-9 for the month of **October 2011**. The Treasurer's Report and Secretary's Report are in agreement for the month of **October 2011**. (Attachment – EXHIBIT G)

E. Transfer List

1. The ratification of transfers, authorized by the Superintendent, for the month of **November 2011** to give balances to new accounts and to balance existing accounts. (Attachment – EXHIBIT H)

F. School Board Election

1. The approval of the Annual School Board Election dates:

February 27, 2012 4:00 p.m.	-	Deadline for candidates to file nominating petitions
March 5, 2012 4:00 p.m.	-	Last day for candidate to withdraw from the election
March 7, 2012 3:00 p.m.	-	Drawing of candidates' names for ballot position
April 17, 2012	-	Annual School Election – Voting Hours 4:00 p.m. – 9:00 p.m. in the Nehaunsey Middle School Gymnasium (This item will be held until further information can be obtained in changing the venue and the hours.)

TBD

Alan Boutinghouse asked Scott Campbell to explain the negative amounts on exhibit G on the Treasurer's Report. Mr. Campbell said that the "Special Revenue Fund" on line two is IDEA and No Child Left Behind funds. We submitted reimbursements for that money and the current account is funding that account until we get the reimbursement. By year end, we will have a positive amount in that line. Line three is a "Capital Projects Fund" which is money due in from the state and Mr. Campbell believes that money should be coming in this month. Line five, the "Internal Service Fund" is the same thing; it is money due in from other school districts. For example, some districts send their students to our district and some of those students require a one-on-one aide in the classroom so those districts are responsible to pay for that. Mr. Campbell then said the final account, line seven, is the cafeteria account and right now, that account is running in the negative.

Jason Murschell said that he would like to table the April 17, 2012 school board election location and the voting hours. He has a contact into the county to find out what the process is for changing the venue and the hours. Mr. Murschell would like to change the location to the Broad Street School and extend the voting hours into the afternoon so that people that work second shift would be able to come in at 2:00 to vote before going to work. Lisa Morina said she thought that is what absentee ballots are for; for those that can't make it to the polls. She said you may want to ask the board of elections if there is a charge for that because we do have to pay for the workers.

Roll Call Vote:

James Worrell – Yes
Alan Boultinghouse – Yes
Louis Fabiani - Yes
Roseanne Lombardo – Yes
Lisa Morina – No on F to the amendment; Yes to all others
Susan Vernacchio – Yes
Jason Murschell - Yes

6. OLD BUSINESS

Lisa Morina said that regarding the energy savings program, at the January 5th meeting, a question came up as to why we are not addressing Nehaunsey School? **Jason Murschell** replied that Mr. DeLosso from The Design Collaborative said that we don't have a commitment to that building; a commitment that the building is going to be open and functional in order for the work to be done. **Mrs. Morina** said we tabled the bond to which **Mr. Murschell** said we tabled the date. **Mrs. Morina** said we discussed the fact that money has

1 not been available from the state for 22-23 months now and if we intend on 2 selling that building at some point, shouldn't we take advantage of energy 3 efficient conservation measures which would make the building more valuable to 4 the next owner? Why wouldn't we take advantage of the program for both 5 buildings? Mr. Murschell replied that he can't commit that we will have that building for how ever many years and he is only repeating what he heard from 6 7 Lou DeLosso. Mrs. Morina asked. "the expert. Lou DeLosso" to which Mr. 8 Murschell said, "yes". Susan Vernacchio asked if there was any way we could 9 bring it up to Mr. DeLosso again and ask him to check into that for us or are we 10 certain that is the answer? Mrs. Morina then asked if Nehaunsey School was even discussed as an option in the Regulatory meeting that the committee had 11 with him prior to the January 5th meeting? Mr. Murschell said it is a 12 13 recommendation that can go before the Regulatory Committee and they can take 14 it under advisement. Mrs. Morina then stated that the answer to her question 15 would be no; it was never brought up until someone from the audience brought it 16 up. Mr. Murschell answered, "that is correct". Mrs. Morina asked if the 17 Regulatory Committee met with the architect about the ESIP prior to this coming to the board? Roseanne Lombardo responded that January 5th was the first 18 19 time she heard it. Mrs. Morina said her next question is was the hiring of The 20 Design Collaborative for \$27,500.00 ever brought up to the Budget & Finance 21 Committee prior to coming to this board as a whole and is it in the budget to 22 which Mrs. Vernacchio responded, "no" to both questions. Mrs. Morina went 23 on to say that we have been given an accounting from Mr. Campbell of what we 24 have spent so far to date on this consolidation project. We have paid out 25 \$26,000.00 and encumbered \$31,000.00 towards a project that we don't even 26 know if we will be able to move forward on. If we don't start watching our 27 pennies, we are going to see dollars adding up and that is what she is seeing 28 right now. We need to be mindful, especially with the ratable drop, about how 29 this is going to impact our taxpayers if we keep moving forward with this at all 30 costs. She is very concerned that it didn't go through the Regulatory Committee 31 and she would like to know "who met with him" if the committee did not. and it 32 didn't go before the Budget & Finance Committee but then it was brought before 33 the whole board for a Special Meeting before coming here tonight for approval? 34 Jim Worrell wanted to know why all of a sudden Mrs. Morina is concerned about 35 costs and why it didn't go through committee when last year they approved an 36 architect that was going to cost hundreds of thousands of dollars more based on 37 the millions of dollars it would cost for repairs? He said it was approved at a 38 meeting when it wasn't even on the agenda. Mrs. Morina said she is always 39 concerned about money and she doesn't understand why Mr. Worrell is talking about an architect for a building we didn't even choose? Mrs. Vernacchio said 40 41 at that time, they only chose an architect; they did not choose a building. Mr. 42 Worrell said they never even negotiated a fee; that fee was the higher of the two 43 architects. Mrs. Morina said we can argue this all night but the bottom line is, 44 where are we getting the money to pay for this (ESIP) and how did it not go

January 9, 2012 Regular Meeting Page 10

through the appropriate channels before it was presented? Mrs. Vernacchio

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said she can't answer that because it never came to the Budget & Finance Committee. If it had, she would have gotten a committee meeting together.

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7. NEW BUSINESS

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None at this time

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8. CORRESPONDENCE:

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Vincent Tarantino informed the Board that letters to parents/guardians and staff went out regarding the Gloucester County Teacher Recognition Program. (Attachment – EXHIBITS I1 & I2)

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9. 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.

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Chuck Tortella, 414 Swedesboro Road, Gibbstown, asked if the energy savings audit is part of the bond referendum? Jason Murschell replied that it was not. Mr. Tortella asked, if he heard correctly, we can get this done for nothing? Mr. Murschell answered, not necessarily for nothing. There are some items that need to be done that The Design Collaborative has already done some of the engineering work for so when we are doing the audit, that work won't need to be done. Mr. Tortella said that The Design Collaborative is doing the work because that is the firm you choose to do it. So if what Mrs. Morina is saying is true, why are we not going with a state firm that will do it for nothing? Mr. Murschell said that The Design Collaborative has been all over this building and they know it better than any other group that would come in here. And just because they haven't done 70 audits, doesn't mean they aren't good at what they do. Mr. Tortella then said he has heard that we will get the \$27,500.00 back if we go to bond but if we don't go to bond, we will not get the money back? Mr. Murschell said, "that is correct". Mr. Murschell also said at the last meeting he was asked if he thought there were going to be enough votes to pass this referendum and speaking only for himself, he feels it is going to pass. It may not happen in the next few months, but it will happen. One of Mr. Tortella's concerns in listening to the arguments earlier is that The Design Collaborative is not an expert at this energy audit.

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Lee Lucas, 361 Democrat Road, Gibbstown, said in hearing that the ratables will drop \$77 million dollars, he is not hearing where the school district is cutting costs. **Louis Fabiani** responded by saying that in the last year, this board has

privatized the cafeteria, the buses and the substitute teachers. **Mr. Lucas** said but when you privatize, you never know what kind of worker you will get and that worker ends up making less and the "big shots" that own the companies, they pocket more.

10. 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 **January 9, 2012** hereby resolves that an Executive Session, closed to the public shall be held on **January 9, 2012**, at **7:46** p.m. in the Broad Street School auditorium located at 255 West Broad Street, 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 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: (Worrell/Fabiani) to enter into Executive Session at 7:46 p.m. to

discuss the following:

Personnel

Motion carried by unanimous voice vote.

Motion: (Lombardo/Fabiani) to return to the Regular Meeting at 8:17

p.m.

Motion carried by unanimous voice vote.

11. PERSONNEL

Motion: (Murschell/Worrell) to accept the Greenwich Township Education Association personal day bank as it is written on the form given to us with the exception of adding one day. (An employee can donate only one personal day per case. Vincent Tarantino stated that he had spoken with the GTEA and that is what their intention was so it is ok.)

1		Motion car	ried by unanimous voice vote.
2 3 4 5 6 7 8 9		Motion:	(Murschell/Worrell) to approve paying the accumulated sick days to a former employee discussed in closed session.
6 7		Motion car	ried by unanimous voice vote.
8 9	<u>12.</u>	ADJOURN	<u>IMENT</u>
10 11		Motion:	(Worrell/Lombardo) to adjourn the meeting at 8:19 p.m.
12		Motion car	ried by unanimous voice vote.
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15 16			Respectfully Submitted,
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19			Coatt A. Carraball David Coarston
20 21			Scott A. Campbell, Board Secretary
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