

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **Monday, January 14, 2013** in the Nehaunsey Middle School library.

5
6 The meeting was called to order by President Roseanne Lombardo at 7:00 p.m.

7
8 Roll Call:

- 9
- 10 Roseanne Lombardo (departed at 9:00 p.m.)
- 11 Lisa Morina
- 12 Andrew Chapkowski
- 13 Louis Fabiani
- 14 Jason Murschell
- 15 Jill Trainor (departed at 8:46 p.m.)
- 16 Susan Vernacchio

17
18 Also present were Mr. Stephen Derkoski, Interim Superintendent and Mr. Scott A.
19 Campbell, Business Administrator/Board Secretary.

20
21 **FLAG SALUTE**

22
23 As required under the guidelines of the Open Public Meeting Law, notice of this meeting
24 was sent to the ***The South Jersey Times, The Courier Post*** and the ***Township Clerk***.
25 It was also posted in the Greenwich Township School Buildings. (Optional:
26 Videotaping Regulations – “The proceedings of this meeting are being videotaped and
27 anyone wishing to discuss an individual child should so note.”)

28
29 **1. TEACHER OF THE YEAR PRESENTATION**

30
31 A. Gloucester County Teacher Recognition

32
33 Presenters: **Mr. Stephen Derkoski**, Interim Superintendent
34 **Mrs. Roseanne Lombardo**, School Board President

35
36 Acknowledgement was made to the recipients of the 2012-2013 Gloucester
37 County Teacher of the Year Recognition Program. Recipients this year were:

- 38 **Ms. Carlyn McCabe – Broad Street School**
- 39 **Mrs. Vanessa Gottesfeld – Nehaunsey Middle School**

40
41
42 A short break was taken for cake and refreshments.

1 **2. MINUTES**

2
3 Motion: (Chapkowski/Morina) to approve the minutes:

4
5 December 3, 2012 – Strategic Planning Meeting
6 December 10, 2012 – Regular Meeting
7 December 10, 2012 – Executive Session
8

9 Motion carried by unanimous roll call vote.

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11 **3. SUPERINTENDENT’S REPORT**

12
13 Motion: (Chapkowski/Trainor) to approve the following as one A1-A4:

14
15 A. Administrative Reports

- 16
17 1. Enrollment Statistics, Fire Drills and Suspensions, as of
18 December 31, 2012. (Attachment – EXHIBIT B1)
19
20 2. School Health Services Monthly Reports as of December 31, 2012.
21 (Attachment – EXHIBIT B2)
22
23 3. 2012-2013 Violence & Vandalism Report as of December 31,
24 2012. (Attachment – EXHIBIT B3)
25
26 4. Monthly Report of Attendance Officer as of December 31, 2012.
27 (Attachment – EXHIBIT B4)
28

29 *Lisa Morina asked Cathy Tortella, school nurse, how we are doing with the flu?
30 Are there a lot of students absent? Mrs. Tortella said there were about 35
31 students out every day this past week with varying symptoms. She said they are
32 encouraging the kids and everyone to wash their hands.*

33
34 Motion carried by unanimous roll call vote.
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36 **4. THE SUPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING**
37 **ACTION ITEMS**

38
39 Motion: (Chapkowski/Trainor) to approve the following as one, A-D:

- 40
41 A. The *retroactive* approval for Linda DiPietro, Part-Time Special Education
42 Aide, to provide support to special education students during extra-
43 curricular activities on an as needed basis at a rate of \$15.00 per hour for
44 the 2012-2013 school year.
45

- 1 B. The approval to amend the salary of Stacy Podolski, Teacher, to
2 \$49,728.00 (Step 3, BA+15) from \$49,041.00 (Step 3, BA) prorated for the
3 2012-2013 school year effective in the January 30, 2012 pay.
4
5 C. The approval for the appointment of Teacher, Rabecca Cotton, as a
6 Homebound Instructor for the 2012-2013 school year effective January 15,
7 2013 on an as needed basis at a rate of \$30.00 per hour not to exceed ten
8 (10) hours per week as per Article XII of the GTEA contract.
9
10 D. The approval for the maternity/medical leave of absence for Suzanne
11 Pezzino, Teacher, from February 11, 2013 through May 17, 2013. Mrs.
12 Pezzino will be using sick/personal days and the New Jersey Family
13 Leave Act as needed. (Attachment – EXHIBIT C)
14

15 Motion carried by unanimous roll call vote.
16

17 **5. POLICY/REGULATION**

18 *Susan Vernacchio said her committee had a short meeting that she would like*
19 *to discuss in Executive Session.*
20

21
22 **6. CURRICULUM & INSTRUCTION**

23
24 Motion: (Chapkowski/Morina) to approve the following as one, A-C:
25

26 A. Resolution
27

28 **RESOLUTION OF THE GREENWICH TOWNSHIP BOARD OF EDUCATION**
29 **APPROVING THE JANUARY 3, 2013 SETTLEMENT AGREEMENT & RELEASE IN**
30 **THE MATTERS OF J.H. o/b/o A.H. v. GREENWICH TOWNSHIP BOARD OF**
31 **EDUCATION**
32

33 **WHEREAS**, J.H. o/b/o of A.H. filed three (3) separate petitions
34 against the Greenwich Township Board of Education as follows: emergent relief
35 petition and underlying due process petition under Docket #EDS 17843-2012 and
36 Compensatory Extended School (ESY) due process petition under Docket # EDS
37 13307-2012;
38

39 **WHEREAS**, the matters of J.H. o/b/o A.H. v. The Greenwich
40 Township Board of Education were brought before the Office of Administrative
41 Law, Trenton, New Jersey on January 3, 2013 wherein the parties agreed upon a
42 Settlement Agreement & Release;
43

44 **WHEREAS**, after due deliberation the Greenwich Township Board
45 of Education has determined that it is appropriate and in the best interest of the

1 Greenwich Township Board of Education to approve the Settlement Agreement &
2 Release dated January 3, 2013 between J.H. o/b/o A.H. v. The Greenwich
3 Township Board of Education as follows:
4
5

- 6 1. The parties agree that A.H. will be placed at Archbishop Damiano School
7 aka St. John of God, 1145 Delsea Drive, Westville, NJ to begin as soon as
8 possible based upon St. John of God's availability.
9
- 10 2. J.H. will be responsible for all transportation in the a.m. through June of
11 2014 to St. John of God. GTBOE will provide transportation at the end of
12 the scheduled school day.
13
- 14 3. J.H. agrees to withdraw the emergent relief petition, underlying due
15 process petition under Docket #EDS 17843-2012 and separate due
16 process petition under Docket # EDS 13307-2012 with prejudice.
17
- 18 4. GTBOE will provide NO compensatory ESY.
19
- 20 5. J.H. hereby authorizes the release of all academic records to St. John of
21 God.
22

23 This writing contains the entire agreement of the parties.
24

25 **NOW THEREFORE BE IT RESOLVED**, upon the recommendation
26 of the Business Administrator, Scott A. Campbell, the Greenwich Township
27 Board of Education, on this 14th day of January, 2013, does hereby approve the
28 Settlement Agreement & Release between the district and J.H. o/b/o A.H.
29 effective immediately, and the Solicitor is directed to forthwith notify The Office of
30 Administrative Law of the Board's action.
31

32 Roll Call Vote:
33

34 Louis Fabiani – Yes
35 Jason Murschell – Yes
36 Jill Trainor – Yes
37 Susan Vernacchio – Yes
38 Roseanne Lombardo – Yes
39 Lisa Morina – Yes
40 Andrew Chapkowski – Yes
41

42 Motion: (Chapkowski/Fabiani) to approve the following as one, B & C:
43

44 B. Workshops
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3

1. The approval for the following individuals to attend out-of-district workshops:

Name	Workshop Title/Location/Date	Cost
Violet Gregg	The Next Generation Science Standards (County Workshop) Clarksboro, NJ 1/16/13 12:00 p.m. – 2:00 p.m.	\$-0- Plus Mileage Plus Substitute (PM only)
Janet Jachimowicz-Geary	Association of Mathematics Teachers of NJ Charting a New Course-Instructional Strategies to Implement Common Core Standards Monroe Township, NJ 2/7/13 8:15 a.m. – 3:30 p.m.	\$149.99 Plus Mileage Plus Substitute
Heather Crisostomo	Strengthen Instruction Using iPad Technology and iPad Apps Voorhees, NJ 2/11/13 8:30 a.m. – 3:15 p.m.	\$225.00 Plus Mileage Plus Substitute
Laura Enuco	NJMEA Conference (State Music Educators' Conference) East Brunswick, NJ Thursday, 2/21/13 – Saturday, 2/23/13	\$150.00 Plus Mileage Plus Substitute (two days)
Cathy Tortella	NJ School Nurse's Association Annual Conference Parsippany, NJ Friday, 3/8/13 – Saturday, 3/9/13	\$229.00 Plus Mileage Plus Substitute (one day)

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C. Field Experience Students

1. The approval for the following students from Rowan University to conduct their field experience at Broad Street School one day a week for eight (8) weeks from February 5, 2013 through April 2, 2013 as listed below:

<u>Student</u>	<u>Cooperating Teacher</u>
Kaitlyn Borowski	Suzanne Morris (Grade 1)
Jessica Fromm	Suzanne Morris (Grade 1)
Meghan Egbert	Carlyn McCabe (Grade 2)
Ashley Irving	Carlyn McCabe (Grade 2)
Molly Kissinger	Kathryn Tortella (Grade 3)
Rachel Weber	Kathryn Tortella (Grade 3)

1 Motion carried by unanimous roll call vote.

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3 **7. BUSINESS & FINANCE**

4
5 Motion: (Chapkowski/Fabiani) to approve the following:

6
7 A. Designation Bank Depositories

8
9 **BE IT RESOLVED**, that Colonial Bank, FSB be designated as the
10 official depository for all school money, including the following accounts, with the
11 number of signatures required and the persons authorized to sign checks or
12 vouchers for the 2012-2013 school year, *retroactive* effective January 2, 2013, as
13 indicated:

14

Account Title	Signature Required	Persons Designated to Sign Checks
Current	3	Roseanne Lombardo, President Scott A. Campbell, SBA/BS Stephen E. Derkoski, Interim Superintendent Merrie Schmidt, Treasurer of School Monies
Agency	1	Scott A. Campbell, SBA/BS Merrie Schmidt, Treasurer of School Monies
Salary	1	Scott A. Campbell, SBA/BS Merris Schmidt, Treasurer of School Monies
Student Activity Fund	2	Scott A. Campbell, SBA/BS

15
16 **BE IT ALSO RESOLVED**, that the Vice-President, Lisa Morina, be
17 authorized and empowered to act at all times in the absence of the President,
18 and the signatures and acts of the said Vice-President, Lisa Morina, be as legal
19 and binding as those of the President; and a copy of this Resolution be sent to
20 Colonial Bank, FSB.

21
22 Roll Call Vote:

23
24 Jill Trainor – Yes
25 Susan Vernacchio – Yes
26 Roseanne Lombardo – Yes
27 Lisa Morina – Abstained
28 Andrew Chapkowski – Yes
29 Louis Fabiani – Yes
30 Jason Murschell - Yes
31

1 **8. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD**
2 **SECRETARY**

3
4 Motion: (Chapkowski/Trainor) to approve the following as one, A-H:

5
6 A. Bills List

- 7
8 1. The bills as presented by the Board Secretary in the following
9 amounts are ordered paid. (Attachment – EXHIBIT D1)
10

No.	Amount
P032	\$509.42
P033	\$129,264.57
P034	\$233,059.76
P035	\$267,466.01
P036	\$193,784.98
P037	\$25,799.72
P038	\$18,790.35
TOTAL	\$868,674.81

11
12 B. Voided Checks

- 13
14 1. The approval for the following check to be voided:
15

Check#	Vendor	Amount
954	Andrew Lake	\$25.00

16
17 C. Student Activities Account

- 18
19 1. The approval of the Student Activities Account Monthly Bank
20 Reconciliation for the month of **December 2012**.
21 (Attachments – EXHIBIT E)
22

23 D. Board Secretary's Report

- 24
25 1. The acceptance of the Board Secretary's Report for the months of
26 **October 2012** and **November 2012**. The Board Secretary certifies
27 that no line item account has been over expended in violation of
28 *N.J.A.C.6A:23A – 16.10(c)3* and that sufficient funds are available
29 to meet the district's financial obligations for the remainder of the
30 fiscal year. (Attachments – EXHIBITS F1 & F2)

1 E. Revenue Certification

- 2
3 1. The Board Secretary in accordance with *N.J.A.C.6A:23A-16.10(c)2*
4 certifies that there are no changes in anticipated revenue amounts
5 or revenue sources.
6

7 F. Board of Education Certification

- 8
9 1. The approval of the Board of Education certification for the months
10 of **October 2012** and **November 2012** that after review of the
11 Secretary's monthly financial report and upon consultation with the
12 appropriate district officials, that the best of its knowledge no major
13 accounts or funds have been over expended in violation of
14 *N.J.A.C.6A:23A-16.10(c)4* and that sufficient funds are available to
15 meet the district's financial obligations for the remainder of the
16 fiscal year.
17

18 G. Transfer List

- 19
20 1. The ratification of transfers, authorized by the Superintendent, for
21 the months of **October 2012** and **November 2012** to give balances
22 to new accounts and to balance existing accounts. (Attachments –
23 EXHIBITS G1 and G2)
24

25 H. Treasurer's Report

- 26
27 1. The approval of the Treasurer's Report in accordance with *18A:17-*
28 *36* and *18A:17-9* for the months of **October 2012** and **November**
29 **2012**. The Treasurer's Report and Secretary's Report are in
30 agreement for the month of September. (Attachments – EXHIBITS
31 G3 & G4)
32

33 *Lisa Morina had a question about the dishwasher repair as she knows that*
34 *dishwashers are expensive. Scott Campbell said we have been having*
35 *problems with this dishwasher and they did get someone in to repair it which was*
36 *also costly. He said when they priced them, they were over \$10,000.00 to*
37 *replace. The unit at Broad Street School will eventually have to be replaced*
38 *within the next couple years.*

39
40 Motion carried by unanimous roll call vote.

41
42 **9. REGULATORY**

43
44 Motion: (Chapkowski/Vernacchio) to approve the following:
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1 A. The retroactive approval for the NJ Child Assault Prevention (CAP) Project
2 to use the Broad Street School Gymnasium for their Bully Prevention
3 Parent Workshop on Tuesday, January 8, 2013 from 6:30 p.m. – 8:00 p.m.
4

5 Motion carried by unanimous roll call vote.
6

7 **10. OLD BUSINESS**
8

9 *In Classroom Breakfast Program – Comparison Chart (Attachment – EXHIBIT H)*
10 **Scott Campbell** had Nutri-Serve do a comparison from October-December of
11 the previous school year to October-December of this school year when the in-
12 classroom breakfast program was instituted as incentive for more participation. It
13 seems that the program is doing well. There is an increase in participation not
14 only by the paid students but also by the free/reduced students so they utilize the
15 benefits available to them.
16

17 **Roseanne Lombardo** wanted to thank Scott Campbell for taking over as Acting
18 Interim Superintendent during the transition.
19

20 **Louis Fabiani** asked about a brochure that was in their board packets. **Scott**
21 **Campbell** said it was something that came in the general mail that was
22 addressed to board members. It is put in your mailboxes and then gets sent
23 home with the minutes. It basically is a solicitation.
24

25 **Jason Murschell** said that we had tabled the building consolidation project
26 because the state funds did not come through. We are coming up on what could
27 be a political year especially with the governor's race that may or may not impact
28 what funds do or do not make it out of Trenton. He would like to know what this
29 boards' actions will be should the state release that money? Do we pursue the
30 options that we had looked at before? One of the things in light was the
31 upgrades in security on the new building plan. He wanted to know that when we
32 "shelved" that plan, was it the boards intention to permanently shelve it or if those
33 funds are released, what our plan of action would be? **Roseanne Lombardo**
34 said we would have to see if there are going to be any funds. As far as security,
35 **Mr. Campbell** and **Mr. Derkoski** met with Chief of Police Giordano and his staff
36 to review our school security plan and various recommendations were given out
37 on both ends. **Mr. Derkoski** said he felt good as to where we are now and
38 where we are going but they did give some good suggestions on future security.
39 He also said that one of the things that was reinforced is that we have to keep on
40 top of things. We may, at times, become lax and leave a door open or an area
41 unsecure and that information got transferred to staff in both buildings. Security
42 of our children is very important. **Mr. Murschell** agreed but said that is only a
43 part of the building project. We will also need to pay for some of the other
44 projects such as aging equipment that will at some point need to be replaced.
45 He said we need to make a commitment one way or the other so that the people

1 know that if the funds were to become available, then we need to take action.
2 What are we going to do? **Andrew Chapkowski** recommended that it go back
3 to the Regulatory Committee to look at the plan in a more detailed level. **Mr.**
4 **Murschell** agreed that Regulatory should look at it and they can bring their
5 thoughts to the next meeting as to what direction we are going to take. He feels
6 that we should be prepared. **Lisa Morina** will schedule a Regulatory meeting to
7 look over what we already have and make some recommendations or
8 suggestions for the next meeting.

9
10 **Jill Trainor** said they had a Curriculum Committee meeting on December 18,
11 2012 and she, Andrew Chapkowski, Scott Campbell, Alisa Whitcraft and Violet
12 Gregg were in attendance. Topics discussed were the computer science
13 curriculum for the 6th through 8th grades, the S.T.E.M. project and what the
14 program was going to include, software, writing and applications of it. She said
15 they have not scheduled another meeting as of yet. They will wait until after the
16 Strategic Planning Meeting. **Roseanne Lombardo** said the third and final
17 strategic planning meeting will be January 22, 2013. There was a lot of good
18 feedback during the first two meetings. We are starting to put together a
19 direction for our district with the five-year plan. Dr. Charles Ivory will be in
20 attendance for that meeting.

21
22 **11. NEW BUSINESS**

23
24 None at this time.

25
26 **12. CORRESPONDENCE**

27
28 None at this time.

29
30 **13. PUBLIC – AGENDA/NON-AGENDA ITEMS**

31
32 This is the time when anyone from the public who wishes to speak to the Board
33 may do so. Please state your name, address and phone number. The Board will
34 hear your concerns. The Board may or may not take action this evening. You
35 will be notified either at this meeting, by letter or telephone of any action the
36 Board does take.

37
38 **Terry DiSanto**, employee, asked about Source4Teachers and if the board is
39 considering renewing their contract for the next school year? She realizes that to
40 compile a substitute list and get everyone fingerprinted, it required a lot of time.
41 **Scott Campbell** said he did meet with the Source4Teachers representative a
42 few months ago but it was in relation to the availability of substitutes that they
43 were unable to place in the district. At that time, we had to cover the classrooms
44 with other teachers or aides. They attributed it to being “that time of the year”
45 where they were having an over-abundance of absences. Also in the area of

1 *para-professionals, Source4Teachers didn't feel the rate was competitive. What*
2 *they did was raise the rate and absorb the difference. Since that meeting, Mr.*
3 *Campbell thinks there was only one other time that an absence was not filled.*

4
5 *Denise Grovatt said there is a Family Fun Night at Broad Street School on*
6 *January 16, 2013 and this year's theme is "Pirates". If anyone would like to*
7 *come, the time is from 5:30 p.m. to 7:30 p.m.*

8
9 *Stephen Derkoski said one of the things that the board will be reviewing during*
10 *the next meeting will be the 2013-2014 school calendar. The administration does*
11 *have a copy for review and it will be brought up at the next meeting to discuss*
12 *and hopefully to approve. He also said we have a "global connect" where all the*
13 *parents/guardians will be called during inclement weather. He said the staff and*
14 *Board of Education will be part of that. We will be doing a "trial run" where*
15 *everyone will be called to make sure it works correctly.*

16
17 *Lee Lucas, 361 Democrat Road, Gibbstown, NJ commented on the fact that the*
18 *district paid approximately \$3,900.00 for a dishwasher repair. He asked how old*
19 *the dishwashers were? Scott Campbell replied that the one at Broad Street*
20 *School is from either 1972 or 1971. Mr. Lucas then asked how do we get the*
21 *vendors to work on the dishwashers? Mr. Campbell said they would have to*
22 *have a New Jersey Business Registration Certificate, which is registering with*
23 *the state. We, as a school district, cannot do business with any vendor if they*
24 *don't have a business registration.*

25
26 *Linda DiPietro, employee of district, said she worked in three school districts but*
27 *in one district they used the AESOP program for substitutes. She suggested we*
28 *look into that program instead of Source4Teachers. She did hear it saved*
29 *money.*

30
31 **14. EXECUTIVE SESSION**

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33 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*
34 *6, et seq.*, which provides that an Executive Session, not open to the public, may
35 be held for certain specified purposes when authorized by Resolution.
36 The Board of Education for Greenwich Township, assembled in public session on
37 **January 14, 2013** hereby resolves that an Executive Session closed to the
38 public shall be held on **January 14, 2013 at 7:58 p.m.** in the Nehaunsey Middle
39 School library, Room 48, located at 415 Swedesboro Road, Gibbstown, New
40 Jersey, for discussion of certain matters which relate to items authorized by
41 *Open Public Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed
42 session.

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- Presentation: Violence and Vandalism Report (HIB)
Reporting Period: July 1, 2012 – December 31, 2012
Presenter: Daniel Giorgianni
- Negotiations

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: (Chapkowski/Morina) to enter into Executive Session at 7:58 p.m. to discuss the following:

- Personnel
- Legal

Motion carried by unanimous voice vote.

Motion: (Morina/Fabiani) to return from Executive Session at 9:17 p.m.

Motion carried by unanimous voice vote.

15. ADJOURNMENT

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

Motion carried by unanimous voice vote.

Respectfully Submitted,

Scott A. Campbell
School Business Administrator/Board Secretary