

OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held Tuesday, December 18, 2001 in the Nehaunsey Middle School multi-purpose room.

The meeting was called to order by President Joseph Marcucci at 7:00 p.m.

Roll Call:

Joseph Marcucci
Robyn Glocker-Hammond
Susan Filiaggi
Larry Hall
Frank Minniti

Also present was Scott A. Campbell, Business Administrator.

Absent:

Celia Sorbello
Marie Downes

As required under the guidelines of the Open Public Meeting Law, notice of this meeting was sent to the Gloucester County Times, Courier Post, 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. PRESENTATIONS

- A. President Joseph Marcucci and Vice-President Robyn Glocker-Hammond made a presentation of a plaque to Nazarene "Nippy" DiMarco for his years of service to the district.
- B. President Joseph Marcucci and Vice- President Robyn Glocker-Hammond made a presentation of a plaque to former Board Member David Salvatore, for his many years of service to the district.
- C. Nicholas Burzichelli, Greenwich Township council member, gave a presentation regarding enhancements and renovations proposed to the Athletic Complex on North School Street.
Mr. Burzichelli requested to extend the on-going contract from five to

twenty-five year lease. He would like to apply for a Green Acres Grant to improve the facilities. The time frame for this is that the first monetary disbursement is in February. They must come up with a plan first. They will have to do a site plan. They would have to drill for water to seed and upgrade the facility and grounds. Some money will be appropriated in the Township budget. One more light is needed at the facility.

Mr. Burzichelli asked President Joseph Marcucci what would be the next step. His response is to contact Scott Campbell, Business Administrator and make the needed arrangements.

2. MINUTES

Motion: (Minniti/Filiaggi) to approve the following minutes:

November 12, 2001 Workshop Meeting
November 12, 2001 Caucus
November 20, 2001 Regular Meeting
November 20, 2001 Caucus

Motion carried by unanimous roll call vote.

3. FINANCE

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

- A. The bills as presented by the Board Secretary in the total amounts of \$202,694.11, \$199,204.27, \$498.30, \$991,049.54 and \$70,347.96 be ordered paid. (Attachment-EXHIBIT A)

Motion carried by unanimous roll call vote.

Motion: (Glocker-Hammond/Minniti) to approve the following:

- B. The Student Activities Report for the month of October 2001. (Attachment - EXHIBIT B)

Motion carried by unanimous roll call vote.

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

- C. The Board Secretary's Report for the month of October 2001. (Attachment - EXHIBIT C)

Motion carried by unanimous roll call vote.

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

- D. Pursuant to N.J.A.C. 6:20-2.13(e)*, that the Greenwich Township Board of Education certifies by a roll call vote that as of *October 31, 2001*, after review of the Secretary's Monthly Financial Report for the month of *October* (Appropriations Section) 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. 6:20-2.13(b) and that sufficient funds are available to meet the district's financial obligation for the remainder of the fiscal year.

Motion carried by unanimous roll call vote.

Motion: (Minniti/Glocker-Hammond) to approve the following:

- E. The ratification of transfers, authorized by the Superintendent, for the month of *October 2001*, to give balances to new accounts and to balance existing accounts. (Attachment - EXHIBIT D)

Motion carried by unanimous roll call vote.

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

- F. The Treasurer of School Monies Report for the month of October 2001. (Attachment - EXHIBIT E)

Motion carried by unanimous roll call vote.

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

- G. The submission of the Improving America's Schools Act (IASA) Final Report/Carry-Over Application for the project covering September 1, 2000 to August 31, 2001. The Final Report/Carry-Over amount is \$1,815.91.

Motion carried by unanimous roll call vote.

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

- H. The submission of the Improving America's Schools Act (IASA) Class-Size Reduction Initiative Final Report/Carry-Over Application for the project period covering September 1, 2000 to August 31, 2001. The Final Report/Carry-Over amount is \$8,384.34.

Motion carried by unanimous roll call vote.

Motion: (Minniti/Glocker-Hammond) to approve the following:

- I. The submission of the Individuals With Disabilities Education Act (IDEA), Part B FY 2001 Basic Final Report/Carry-Over Application for the project period covering September 1, 2000 to August 31, 2001. The Final Report/Carry-Over amount is \$450.00.

Motion carried by unanimous roll call vote.

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

- J. The submission of the Individuals With Disabilities Education Act (IDEA), Part B FY 2001 Pre-School Final Report/Carry-Over Application for the project period covering September 1, 2000 to August 31, 2001. The Pre-School Final Report/Carry-Over amount is \$0.

Motion carried by unanimous roll call vote.

4. USE OF FACILITIES

Motion: (Glocker-Hammond/Filiaggi) to approve the following as a group A-D:

- A. The use of the Nehaunsey Middle School's Room 18 on Thursday, December 13, 2001, 7:00 p.m. to 9:00 p.m. by the Gibbstown Soccer Association for the purpose of an Open Meeting.
- B. The use of the Broad St. School gymnasium by the Gibbstown Men's Basketball on Wednesdays beginning December 5, 2001 through April 2002, 6:00 p.m. to 9:00 p.m. (This is a requested change from Mondays and Fridays).
- C. The use of the Nehaunsey Middle School gymnasium by the Gibbstown Boys Basketball on Mondays and Fridays, 3:30 p.m. to 9:00 p.m. and on Tuesdays and Thursdays, 8:00 p.m. to 9:00 p.m. (This is a requested change from Wednesdays.) (They still utilize the gymnasium on Mondays and Fridays at Broad St. School.)
- D. The use of the Nehaunsey Middle School gymnasium by the Greenwich Township Council on Tuesday, January 1, 2002, at noon for the purpose of a Re-Organization Meeting of the Greenwich Township Council.

Motion carried by unanimous roll call vote.

5. RESOLUTION

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

- A. The attached Regional Efficiency Development Incentive (REDI) Program Resolution for Implementation between the Greenwich Township Board of Education and the Gloucester County Special Services School District. (Attachment - EXHIBIT F)

Motion carried by unanimous roll call vote.

6. CONTRACTS

Motion: (Glocker-Hammond/Filiaggi) to approve the following:

- A. The Agreement between the Greenwich Township Board of Education and the Greenwich Township School District Bus Drivers for the time period July 1, 2001 through June 30, 2002. (Attachment - EXHIBIT G)

Motion carried by unanimous roll call vote.

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

- B. The Greenwich Township School District Bus Drivers and hourly rate for the time period July 1, 2001 through June 30, 2002:

DiMarco, Gale	\$21.01 per hour
Mooney, Dolores	\$21.01 per hour
Polimeni, Marie	\$15.52 per hour
Thompson, Darlean	\$20.68 per hour
Williams, Charlotte	\$17.10 per hour
Zubec, Ada	\$20.68 per hour
Zubec, Sharon	\$20.74 per hour

Motion carried by unanimous roll call vote.

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

- C. The participation in the Gloucester County Audio-Visual Aids Commission for the 2002-2003 school year at a rate of \$3.75 per pupil. This represents no change over last year's per pupil assessment. (Attachment-EXHIBIT H)

Motion carried by unanimous roll call vote.

7. TUITION

Motion: (Minniti/Glocker-Hammond) to approve the following:

- A. The 2001-2002 tuition contract for the Paulsboro School District.
The net amount of the tuition is \$2,163,479.00.
(Attachment - EXHIBIT I)

Motion carried by unanimous roll call vote.

8. NEW BUSINESS

A. PERSONNEL

Motion: (Glocker-Hammond/Filiaggi) to approve the following:

1. The following listed individuals as Substitute Teachers for the remainder of the 2001-2002 school year (pending completion of all required documentation).

Cesarano, David
Donahue, Kevin J.

Motion carried by unanimous roll call vote.

Motion: (Filiaggi/Glocker-Hammond) to approve the following:

2. The following listed individual as a Substitute Secretary, for the remainder of the 2001-2002 school year (pending completion of all required documentation).

Ford, Bernadette

Motion carried by unanimous roll call vote.

Motion: (Glocker-Hammond/Filiaggi) to approve the following:

3. Nancy Lynn Cox Myers' salary for the 2001-2002 school year in the amount of \$85,256.00.

Motion carried by unanimous roll call vote.

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

4. The following listed Student Teacher from Rowan University

for the time period January 22, 2002 through March 11, 2002. This Student Teacher has been assigned to Mrs. Burgess at Broad Street School.

Carter, Jason

Motion carried by unanimous roll call vote.

Motion: (Glocker-Hammond/Filiaggi) to approve the following:

5. The retroactive approval of the following listed substitute teacher to act as the district's permanent substitute teacher for the month of December 2001, at a per diem rate of \$75.00.

Giorgianni-Silvestro, Deborah

Motion carried by unanimous roll call vote.

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

6. The following listed substitute teacher to act as the district's permanent substitute teacher for the month of January 2002, at a per diem rate of \$75.00.

Agostini, Jennifer

Motion carried by unanimous roll call vote.

9. FIELD TRIP

Motion: (Glocker-Hammond/Filiaggi) to approve the following:

- A. The retroactive approval for the Nehaunsey Middle School Student Council members to travel to Broad Street School on Tuesday, December 18, 2001, to read to kindergarten students and assist with classroom activities. This trip is only for the morning of the school day. Mrs. Spoto and Mrs. Kaminski will accompany the 18 students.

Motion carried by unanimous roll call vote.

10. CORRESPONDENCE

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

- A. The acceptance, with regret, of a letter of retirement from Audrey Daugherty, an employee since 1991. Mrs. Daugherty's retirement is effective at the end of the 2001-2002 school year. (Attachment - EXHIBIT J)

Motion carried by unanimous roll call vote.

11. PRESENTATION

Francine Case from New Jersey School Boards Association (NJSBA) made the following presentation regarding the services provided by the NJSBA during the Superintendent Search.

A couple of Board Members attended the Action Lab in Atlantic City. Francine Case is a Senior Field Service Representative and has done this work for 10 years. The NJSBA completes 70-75% of the superintendent searches held in New Jersey. Mrs. Case discussed other search options.

Greenwich Township Board of Education has retained NJSBA for a fee of \$5,000. After 1 or 2 months of search by NJSBA the Board of Education will have to make some decisions.

By May 1, 2002, the Board of Education must name the prospective new superintendent in order to allow that person time to be released from another district in order to take the job by July 1, 2002.

Mrs. Case stated that many changes have been made in the last 10 years including there is no longer superintendent tenure.

The Board must be ready to negotiate a contract for a duration of 3-5 years.

A contract is an agreement and the Board must identify the goals for the annual review. After the third year of a three year contract, the Board must be ready to decide upon employment contract renewal. To be eligible the individual must have a Superintendent Certificate or a Certificate of Eligibility. If the individual has a Certificate of Eligibility, they must be mentored for one year.

In the packet presented to the Board are regulations:

Job Description: Task is to see if the current one is up to date
Salary Comparison Given (information is from NJEA for 2000-2001 school year as this is the only information available)

The process for the Search for a Superintendent includes the following:

1. The Board must develop a plan for what they want done during this time period.
 - A. Establish Criteria
 - B. List qualities/skills they are looking for in a Superintendent
 - C. What things exist now in the district that are issues, projects, etc., that will be continued under the new superintendent.
 - D. What do they foresee for the future?
 1. Goals
 2. Projects
 3. Concerns
 4. Constraints

2. The Board needs to decide who should be involved, when and how.
 - A. What role will the community and staff play?
 - B. Recommend they help to develop the profile for the new superintendent. Via:
 1. Survey
 2. Public Forum
 3. Small Group Sessions
 - C. Partnership is important in the development of the profile.

3. Use profile criteria to:
 - A. Establish an advertisement for the newspapers, web, etc.
 - B. Application information to be included and format
 1. Leadership skills
 2. Profile

4. In January of 2002, Ms. Case should meet with the Board again.
 - A. This will be approximately a 2 hour workshop session to develop a calendar.
 - B. Target is July 1, 2002 for the new superintendent to come on board.
 - C. By May 2002, a contract needs to be negotiated with the new superintendent.
 - D. The time frame allows for NJSBA to have 4 months to work with the Board
 - E. April 2002 is the Board Elections and the make up of the Board could change.
 1. Two board members are up for re-election in April.
 2. All seven Board members need to support the new superintendent for success
 3. If all five who may be left after the election results

are tallied are in agreement, then when they vote to hire the new superintendent they should have the majority.

4. Object is to avoid having a decision made by the current board to be reversed after the election.
5. A time line must be developed for the superintendent process of selection.
 - A. In January, Ms. Case will work closely with the Board to gather information.
 - B. Advertisements must be budgeted for and narrowed down as to where and when they will be placed, (NJSBA, NJASA, website, etc.)
 - C. Resumes must be sent to the NJSBA
 1. Applications must be mailed to applicants.
 2. They will have two weeks to complete and return the applications.
 3. Copies of the certification must be attached.
 4. A copy of the most recent evaluation must be attached.
 5. A copy of a positive and negative evaluation they have performed must be included.
 6. Issues of success in demonstrating leadership need to be included.
 7. An essay of the district choice needs to be completed:
 - a. Communication skills
 - b. Knowledge of various situations
 - c. Technology knowledge and application
 8. Resumes will be ranked
 - A = Match for search
 - B = Possible match for search
 - C = Disregard
6. Interviews will need to be conducted and they should be down to one candidate by the end of April.
 - A. 1st Round - Board needs training for process and in the drafting of questions to be asked of candidates. Questions need to be geared to what candidates have done.
 - B. 2nd Round Candidates need to tell how they would approach a situation; how they would work in this

community.

C. In-district visits.

D. Check on references.

E. Gather data for proper ranking of candidates.

7. Providing that the new superintendent has been hired as of July 1, 2002:

A. The Board of Education should give the superintendent one to two months for his initial adjustment.

B. Approximately September:

1. Board should review the criteria with the new superintendent regarding goals, objectives, situations, etc.

2. Board should ask the new superintendent:
“What do you need from us to be successful?”

Larry Hall asked, “Once you hire a superintendent, then you are stuck with them, right?”

Ms. Case responded that there are no trade offs since the superintendent’s tenure was removed. You, the Board are committed for the length of the contract. The new superintendent, however, would only have to give you sixty (60) days notice to leave.

The NJSBA will give the Board information they can document.

The NJSBA will give you a telephone number to call for information if something cannot be documented. This will be done prior to hiring of a new person.

Larry Hall then asked, “Is the interview with the whole Board. What if you want faculty and other administrators as part of the process?”

Ms. Case responded that the interview process is one of the items that needs to be discussed. You may wish to wait until the second round before including community, staff, other administrators, etc. When you reach the final two or three people, the confidentiality is no longer an issue. The candidate forfeits his right to privacy at this point as investigations need to be conducted.

William Porreca, 8th grade teacher at Nehaunsey Middle School, asked “With the new tenure loss, is there an average length of stay for superintendents?”

Ms. Case responded yes, that the average length of stay is approximately 5 years. While the candidate pool is getting smaller, the quality is still there.

Mr. Porreca then stated “The tenure law obviously puts a lot of pressure on the new superintendent.”

Ms. Case responded that if you are a building principal in a tenured position, would you move for another \$5,000? Most would only move if their goal is to be

superintendent.

Mr. Boultinghouse, Gibbstown resident, asked "Would the community have any say in the length of the contract?"

Ms. Case stated that the NJSBA doesn't decide that. NJSBA feels input can be considered but their function is to assist in the development of the profile.

Mr. Boultinghouse then stated, "As the community, we would like to speak here. Who decides that?"

Ms. Case responded, "The Board of Education. I strongly urge that the public be involved at the beginning to get a sense of the issues. Obviously the Board is hearing your desire."

Calendar date setting:

Workshop meeting is January 14, 2002

Special workshop will be on January 7, 2002 at 6:30 p.m. in the library.

Start developing:

-Calendar

-Criteria

-Brochure

-Ad for candidates

- Need data for the brochure. You can probably get that from the report card and the QAAR report.

Requested the Board Members individually complete the three sheets in the back of their packets: yellow, tan and gray. When they are completed, the Board should give these thoughts to Scott for NJSBA jump start prior to the first meeting.

The Board of Education members must have a consensus on all issues so all can agree at the process outcome to appoint the new superintendent.

Mr. Boultinghouse asked, "What happens at the end if we don't have a superintendent?"

Ms. Case responded that we would have one.

Mr. Boultinghouse asked, "Haven't you just excluded the community?"

Ms. Case stated that on January 7th, I am going to talk to the Board. Afterward, if they want, I will talk with the community in the forum of their choice.

12. 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.

Joe Duca, 219 Cucinotta Drive, Gibbstown, NJ wanted it noted that wrestling has use of the gym at Nehaunsey Middle School from 5:30 p.m. to 9:00 on Tuesdays and Thursdays.

Scott Campbell verbally informed the youth basketball that they have to be out of the gym before wrestling begins.

Joe Duca then stated that he was in attendance to try and find a way to institute Italian into the curriculum.

Joseph Marcucci answered that the Board has instructed the superintendent to advertise for a world language teacher with possible dual certification. As of tonight the superintendent has not provided the Board with information on the advertisement or if it has been placed. He also stated that the Public Relations Committee would be developing a survey that will be sent out to the community to see what language the citizens are interested in. He also added that Mr. Combs applied for the grant without approval from the Board. He also added that Mr. Combs does not do the scheduling.

Joe Duca stated that there might only be 2% of the population in town with Spanish heritage and 60% with Italian heritage. Obviously this would show strong support for the implementation of Italian as you can tell by the attendance at the meetings and the petition. He then asked if the Italian Club was still meeting.

Joseph Marcucci answered that the district was looking into if it was a requirement for the person teaching the club to be certified.

Joe Duca asked Principal Myers if she did the scheduling.

Mrs. Myers answered that she was not in attendance to answer questions. Anthony Rastelli, Memorial Avenue, Gibbstown, NJ, asked why the advertisement for the position did not have Italian listed.

Frank Minniti answered that the Board has not seen the ad or the gist of it.

Anthony Rastelli then commended the Board President for putting the survey out.

Susan Ferretti, 135 W. Broad St., Gibbstown, commented that she took Italian for two years in high school and wishes that she was afforded the opportunity to have it in grade school.

Dean Duca, 220 Cucinotta Drive, Gibbstown, said it was stated that the principal does the scheduling and he wanted to know if it was the principals decision or the Boards decision not to implement Italian and he feels it is an easy way out to

say that you couldn't fit Italian into the curriculum.

Frank Boultinghouse, 228 Marshall Avenue, Gibbstown, commented that Mr. Ficara had a memo from the superintendent that stated that both Italian and Spanish could co-exist in the curriculum and that you (Joe Marcucci) had a memo from the principal that contradicted the memo. May I hear the content of that memo?

Joe Marcucci answered that the point he is trying to make is that there is a definite impact on the core courses and it has to be looked to interpret the impact. He also stated that the Board has heard your concerns and is serious about looking into this issue.

Anthony Rastelli asked who would receive the survey.

Joe Marcucci answered that the survey would be sent home with the children.

Andy DiNardo, 120 Watkins Avenue, Gibbstown, feels that the whole community should be considered when the survey is sent out.

Mary Weiss, 729 Mullen Avenue, Gibbstown, stated that she is hearing a lot about the superintendent and wanted to know who fills in when he is not here.

Joe Marcucci answered that he was out sick today.

Mary Weiss then wanted to know when his contract was up.

Robyn Glocker-Hammond answered that his contract was not renewed and that he would be done on June 30, 2002.

Joe Duca then asked if there would be a gap between the old superintendent and the new one.

Joe Marcucci answered that there would not be a gap.

Kelly Ruggeri, 765 Allen Avenue, Gibbstown, asked if we would be hearing about the Italian Club starting up again.

Joe Marcucci answered that they would keep everyone updated on the status of the club.

Joe Duca asked if the person who is substituting for Mr. Cannavo could run the program.

Joe Marcucci deferred to Mrs. Myers for assistance and she stated that we

would have to check with the county office to see if it is a viable option.

Joe Marcucci then added that if the law says we could, then we will continue the program.

Frank Minniti added that we as a Board are legally bound by what we can do and can't do and that the Board is doing everything possible to keep the program going. He also added that no one canceled the program, it is just that the Board needs more information from the Superintendent.

Robyn Glocker-Hammond stated that as of this evening the child have missed one club.

Anthony Evangelista, 45 Evergreen Place, Gibbstown, NJ questioned how we could give a five year contract to a superintendent and we don't have a contract for a teacher that just gets up and walks out.

Joe Marcucci responded that the superintendent did not have a five year contract and that he would have to ask Mr. Cannavo why he left because his departure affected the kids and was he thinking about the kids when he left.

13. 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 *December 18, 2001*, hereby resolves that an Executive Session closed to the public shall be held on *December 18, 2001*, at 8:55 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.

1. Matters Involving Individual Privacy
2. Matters Relating to the Employment Relationship
3. Matters Relating to Litigation, Negotiations and Attorney/Client Privilege

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: (Minniti/Filiaggi) to enter into closed session at 8:55 p.m. to discuss the following:

1. Personnel
2. Student
3. Legal

Motion carried by unanimous voice vote.

Returned from closed session at 10:06 p.m.

14. ADJOURNMENT

Motion: (Glocker-Hammond/Hall) to adjourn the meeting at 10:07 p.m.

Motion carried by unanimous voice vote.

Respectfully submitted,

Scott A. Campbell, Board Secretary