

OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held Tuesday, October 15, 2002 in the Nehaunsey Middle School multi-purpose room.

The meeting was called to order by President Joseph Marcucci at 7:03 p.m.

Roll Call:

Joseph Marcucci
Marie Downes
Joseph Duca
Larry Hall

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

Absent:

Frank Minniti
Celia Sorbello

As required under the guidelines of the Open Public Meeting Law, a 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. CLOSED SESSION #1

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 *October 15, 2002*, hereby resolves that an Executive Session closed to the public shall be held on *October 15, 2002 at 7:05 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.

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: (Downes/Hall) to enter into closed session at 7:05 p.m. to discuss the following:

- A. Personnel - Interview of prospective Board Member

Returned from closed session at 7:12 p.m.

2. VACANT BOARD SEAT

Motion: (Hall/Duca) to accept the following:

- A. The acceptance of the application of Robyn Glocker Hammond to fill the vacant Board of Education position which expires in 2004. Also, filling the position of all committee seats for the remainder of the 2002/2003 school year.

Robyn Glocker Hammond was sworn in and takes her seat on the Board and is recognized in the roll call as present.

3. PRESENTATIONS

- A. District QAAR 2001/2002, Dr. Francine Marteski, Superintendent.
- B. ESPA Result 2002 - Suzanne Gibson, Assistant Principal Testing Coordinator.

4. MINUTES

Motion: (Duca/Downes) to approve the following minutes:

September 9, 2002	Workshop Meeting (Attachment - Exhibit A)
September 9, 2002	Caucus (Attachment - Exhibit B)
September 17, 2002	Regular Meeting (Attachment - Exhibit A2)
September 17, 2002	Caucus (Attachment - Exhibit B2)
October 2, 2002	Workshop Meeting (Attachment - Exhibit A3)

Roll Call Vote:

Joseph Marcucci - Yes
Marie Downes - Yes
Joseph Duca - Yes
Robyn Glocker Hammond - Abstained
Larry Hall - Yes

5. SUPERINTENDENT'S REPORT

A. Administrative Reports

1. Enrollment statistics, Fire Drills, Suspensions, Violence and Vandalism as of August 30, 2002 (Attachment - Exhibit C).
2. Enrollment Statistics, Fire Drills, Suspensions, Violence and Vandalism as of September 30, 2002 (Attachment - Exhibit D).
3. Monthly Report of Attendance Officer as of September 30, 2002 (Attachment - Exhibit E).

B. Quality Assurance Annual Report/Statement of Assurances

Motion: (Hall Downes) to approve the following:

1. The approval of the 2001/2002 Quality Assurance Annual Report (QAAR) / Statement of Assurances for submission to the Gloucester County Superintendent of Schools. (Attachment - Exhibit F).

Roll Call Vote:

Joseph Marcucci - Yes
Marie Downes - Yes
Joseph Duca - Yes
Robyn Glocker Hammond - Abstained
Larry Hall - Yes

Motion: (Downes/Duca) to approve the following:

2. The approval of the District Objectives incorporated in the 2001/2002 Quality Assurance Annual Report (QAAR) for submission to the Gloucester County Superintendent of Schools. (Attachment - Exhibit G).

Roll Call vote:

Joseph Marcucci - Yes
Marie Downes - Yes
Joseph Duca - Yes
Robyn Glocker Hammond - Abstained
Larry Hall - Yes

Motion: (Glocker Hammond/Duca) to approve the following:

3. The approval to amend the 2002/2003 twelve-month custodial/maintenance employees' holiday calendar as follows:

From: Thursday, December 26, 2002 - Floating Holiday
 To: Monday, December 23, 2002 - Floating Holiday

Motion carried by unanimous roll call vote.

6. PERSONNEL:

Motion: (Duca/Downes) to approve the following:

- A. The approval of Peter D. Martorana for the extra-curricular Italian Club position for the 2002/2003 school year at a stipend of \$25.00 per hour, not to exceed \$1,000.00. This amount is made available from an Italian Language Study Grant from N.I.A.F. (National-Italian American Foundation).

Motion carried by unanimous roll call vote.

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

- B. The approval of Kristine Knorr for the Character Education Coordinator for the 2002/2003 school year at a stipend of \$25.00 per hour, not to exceed \$500.00. This position is funded by the New Jersey Character Education Partnership Initiative.

Motion carried by unanimous roll call vote.

Motion: (Downes/Glocker Hammond) to approve the following:

- C. The approval of the appointment of the following teaching staff members for the extra-curricular positions listed below for the 2002/2003 school year:

Position	Stipend Per Hour	Not to Exceed	Staff Member
Future City Advisor	\$25.00	\$ 750.00	Karl Tomaszewski
GEPA & Calculator Prep (*)	\$25.00	\$ 250.00 each	George Schreyer
Natural Helpers (*)	\$25.00	\$ 500.00 each	Teresa DiSanto

Performing Arts	\$25.00	\$1,250.00	Lori Chiavoroli
Saturday School (2)	\$25.00	\$ 500.00 each	Cheryl Pindur & Suzanne Gibson
Student Council (2)	\$25.00	\$1,000.00 each	Janice Spoto & Kathy Seacrist

(*) Need to fill one additional vacancy

Motion carried by unanimous roll call vote.

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

- D. The approval of Suzanne Morris, Kindergarten Teacher, as Mentor Teacher for Stephanie Schober (Kindergarten) for the 2002/2003 school year at a rate of \$600.00 as per the GTEA negotiated contract.

Motion carried by unanimous roll call vote.

Motion: (Duca/Glocker Hammond) to approve the following:

- E. The approval to accept revision to the Leave of Absence for Kristine Knorr, Guidance Counselor as follows:

October 21, 2002 through November 15, 2002	= sick days (18)
November 18, 2002 through December 20, 2002	= unpaid leave
January 2, 2003 through January 3, 2003	= personal days (2)

Motion carried by unanimous roll call vote.

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

- F. The approval of the reappointment of Thomas Tusler as Substitute Teacher for the 2002/2003 school year. Substitute rate will be \$65.00 per day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 per day.

Motion carried by unanimous roll call vote.

Motion: (Duca/Downes) to approve the following:

- G. The retroactive approval of the appointment of Ann Zirbser as Cafeteria/Playground Aide for 2.25 hours per day (student calendar-172 full session days) at \$8.00 per hour for the remainder of the 2002/2003 school year, effective September 24, 2002.

Motion carried by unanimous roll call vote.

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

H. The resolution herein seeking permission of the commissioner to employ the below recommended certificated and support staff applicant(s) on an emergent basis for a period not to exceed three (3) months pending completion of a positive Criminal History Check:

1. The approval of Mary Ann Cooper as Substitute Teacher for the 2002/2003 school year. Substitute rate will be \$65.00 a day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 a day.

Motion carried by unanimous roll call vote.

Motion: (Glocker Hammond/Downes) to approve the following:

- I. The approval of William Houghton as the district's Interim Supervisor of Buildings & Grounds for the 2002/2003 school year at a salary of \$47,250.00 and also including full benefits.

Motion carried by unanimous roll call vote.

7. CURRICULUM & INSTRUCTION:

A. Field Trip

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

1. The approval of the Request for Educational Trip / Transportation for Grade 5 to the University of Pennsylvania Museum of Archaeology and Anthropology on October 24, 2002. Time will be from 9:00 a.m. to approximately 2:00 p.m. Estimated cost to the district is \$345.00 plus transportation. (Attachment - Exhibit I)

Motion carried by unanimous roll call vote.

B. Transportation

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

1. The approval of the following Transportation Requests: (Attachment - Exhibit J).

a. Date: November 1, 2002

Destination: Paulsboro High School
 Event: Spirit Week Pep Rally
 Number of Riders: 60+ (Eighth Grade Students/Teachers)
 Departure Time: 1:15 p.m.
 Return Time: Walkers returned to Nehaunsey MS
 Bus students transported home

Motion carried by unanimous roll call vote.

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

b. Date: November 22, 2002
 Destination: Broad Street School
 Event: Red, White & Blue Day
 Number of Riders: Approximately 170 (Students/Staff)
 Departure Time: 1:15 p.m.
 Return Time: Approximately 2:15 p.m.

Motion carried by unanimous roll call vote.

C. Workshops

Motion: (Duca/Downes) to approve the following:

1. The approval for the following individuals to attend out-of -district workshops: (Attachment - Exhibit K)

NAME	WORKSHOP TITLE/LOCATION/DATE	COST
Barbara Magazu	Links to Links Library Media Conference Cherry Hill, NJ (October 27, 28 & 29, 2002)	\$130.00 plus substitute- plus mileage
Lori Chiavoroli	Preparing Your Students for the GEPA and HSPA Sewell, NJ (November 22, 2002)	\$123.00 plus substitute- plus mileage
Nora Traum	Preparing Your Students for The GEPA and HSPA Sewell, NJ (November 22, 2002)	\$123.00 plus substitute- plus mileage
Lorie Muraca	Creative Ways to Increase Students' Independence, Self-Control and Responsibility Cherry Hill, NJ (December 4, 2002)	\$155.00 plus substitute- plus mileage
Stephanie Schober &	Managing the Inclusive Classroom	\$55.00 plus substitute-

Pat McGovern	Sewell, NJ (November 14, 2002)	plus mileage
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Motion carried by unanimous roll call vote.

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

2. The retroactive approval for the following individual to attend an out-of-district workshop: (Attachment - Exhibit L)

NAME	WORKSHOP TITLE/LOCATION/DATE	COST
Kristine Knorr	Gloucester County Professional Middle School Counselors Association. Mullica Hill, NJ (October 10, 2002)	\$25.00

Motion carried by unanimous roll call vote.

D. Home School

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

1. The approval for home schooling of A.D., effective September 10, 2002 as per the attached letter. (Attachment - Exhibit M)

Motion carried by unanimous roll call vote.

8. BUSINESS & FINANCE:

A. Bill Lists

Motion: (Duca/Downes) to approve the following:

1. The bills as presented by the Board Secretary in the total amounts of \$4,293.16; \$1,237.96; \$20,190.75; \$196.13; \$15,302.45; \$199,392.50; \$709.81; \$215,627.47; \$95,646.66; \$221,884.53; and \$95,530.13 are ordered paid. (Attachment - Exhibit N).

Motion carried by unanimous roll call vote.

B. Student Activities Account

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

1. The approval of the Student Activities Account Monthly Bank

Reconciliation for the Month of August, 2002. (Attachment - Exhibit O).

Roll Call Vote:

Joseph Marcucci - Yes
Marie Downes - Yes
Joseph Duca - Yes
Robyn Glocker Hammond - Abstained
Larry Hall - Yes

C. Board Secretary's Report

Motion: (Downes/Duca) to accept the following:

1. The acceptance of the Board Secretary's Report for the month of July, 2002. (Attachment - Exhibit P).

Roll Call Vote:

Joseph Marcucci - Yes
Marie Downes - Yes
Joseph Duca - Yes
Robyn Glocker Hammond - Abstained
Larry Hall - Yes

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

2. Pursuant to N.J.A.C. 6A:23-2.11(c)4, the Greenwich Township Board review of the board Secretary's Report for July and upon consultation with the district officials, to the best of our knowledge no major account or fund has been over-expended in violation of N.J.A.C. 6A:23:23-2.11(b) and that sufficient funds are available to meet the district's financial obligation for the remainder of the fiscal year.

Roll Call Vote:

Joseph Marcucci - Yes
Marie Downes - Yes
Joseph Duca - Yes
Robyn Glocker Hammond - Abstained
Larry Hall - Yes

D. Transfer List

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

1. The ratification of transfers, authorized by the Superintendent, for the month of July, 2002 to give balances to new accounts and to balance existing accounts. (Attachment - Exhibit R).

Motion carried by unanimous roll call vote.

E. Contracts/Agreements

Motion: (Duca/Downes) to approve the following:

1. Strauss Esmay Associates
 - a. The approval of the contract agreement between the Greenwich Township Board of Education and Strauss Esmay Associates for updating the bylaws and policies of the Greenwich Township Board of Education and preparing a manual of administrative regulations (procedures). (Attachment - Exhibit S).

Motion carried by unanimous roll call vote.

9. FACILITIES

A. Application for Use of Facilities

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

1. The approval of a request for Use of School Facilities from Natural Helpers for Monday, October 21, 2002. (Attachment - Exhibit T).

Motion carried by unanimous roll call vote.

10. 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.

Kate Brown, Fourth Grade Teacher at Broad Street School asked what grade levels would the Italian Club be opened up to?

Dr. Francine Marteski, Superintendent, responded that the club would be opened up to students in grades sixth, seventh and eighth.

Mrs. Brown then asked if the Long-Range Facility Plan tied into a possible consolidation

of the district?

Scott A. Campbell, Business Administrator/Board Secretary, responded that the final draft determination letter has not been received on the Long-Range Facility Plan and that we expect to receive it within two weeks. If the district ever opts to consolidate, a revised Long-Range Facility Plan will have to be resubmitted. Right now, the plan addresses the buildings as they are and the renovations needed.

11. CLOSED SESSION #2

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 *October 15, 2002*, hereby resolves that an Executive Session closed to the public shall be held on *October 15, 2002 at 8:18 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 the 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: (Hall/Glocker Hammond) to enter into closed session at 8:18 p.m. to discuss the following:

1. Legal
2. Personnel

Returned from closed session at 9:30 p.m.

12. PERSONNEL

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

- A. The resignation of Celia Sorbello as the Greenwich Township Board of Education representative to the Paulsboro Board of Education effective 10/15/02.

Motion carried by unanimous roll call vote.

Motion: (Glocker Hammond/Downes) to approve the following:

- B. The appointment of Joseph Duca as the Greenwich Township Board of Education representative to Paulsboro Board of Education effective 10/17/02.

Motion carried by unanimous roll call vote.

13. ADJOURNMENT

Motion: (Glocker Hammond/Hall) to adjourn the meeting at 9:32 p.m.

Motion carried by unanimous roll call vote.

Respectfully submitted,

Scott A. Campbell, Board Secretary