

1 **OFFICIAL MINUTES**

2  
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 Monday, September 10, 2007 in the Nehaunsey Middle School library.

5  
6 The meeting was called to order by President Frank J. Minniti at 7:01 pm.

7  
8 **Roll Call:**

- 9  
10 Frank J. Minniti  
11 Robyn Glocker Hammond  
12 Patrick Lani, Jr.  
13 Michael Myers  
14 Frederick Reel  
15 James Sorbello (arrived at 7:18)  
16 Susan Vernacchio

17  
18 Also present were Dr. Francine Marteski, Superintendent and Scott A. Campbell,  
19 School Business Administrator/Board Secretary.

20  
21 As required under the guidelines of the Open Public Meeting Law, notice of this meeting  
22 was sent to the Courier Post, The Philadelphia Inquirer and the Township Clerk. It was  
23 also posted in the Greenwich Township School Buildings. (Optional: Videotaping  
24 Regulations – “The proceedings of this meeting are being videotaped and anyone  
25 wishing to discuss an individual child should so note.”)

26  
27 Flag Salute

28  
29 **1. PRESENTATIONS**

- 30  
31 A. Dr. Francine Marteski, Superintendent, gave a presentation of the results  
32 of the District Violence & Vandalism Report from 2006-2007. There were  
33 no questions or comments. (Power Point presentation attached)  
34  
35 B. Mrs. Alisa Whitcraft, Curriculum Supervisor, gave a review of the  
36 Greenwich Township School District Testing Result Report (GEPA, NJ  
37 ASK 3 & 4 and NJ ASK 5, 6 & 7). A brief discussion followed.  
38 (Power Point presentation attached)  
39  
40 C. Mr. Robert Harris, Director of Special Services, gave a presentation on the  
41 Special Education Update. A brief discussion followed. (Power Point  
42 presentation attached)  
43  
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45

1 **2. MINUTES**

2  
3 Motion: (Myers/Glocker Hammond) to approve the minutes:

4  
5 August 21, 2007 - Regular Meeting  
6 August 21, 2007 - Caucus  
7

8 Motion carried by unanimous roll call vote.  
9

10 \*Michael Myers commented that if a Board Member has a question or comment  
11 on an agenda item, that he would like to see it in the minutes because he feels  
12 that sometimes his vote and comments are not always listed correctly.\*  
13

14 **3. SUPERINTENDENT'S REPORT**

15  
16 Motion: (Sorbello/Glocker Hammond) to approve the following as one, A-G:  
17

18 A. Administrative Reports

19  
20 No reports at this time.  
21

22 B. Memorandum of Agreement

23  
24 1. The approval of the Uniform State Memorandum of Agreement for  
25 2007-2008, signed by the Chief School Administrator and Law  
26 Enforcement Official, remaining unchanged, with no additional  
27 provisions. (Attachment-EXHIBIT B)  
28

29 C. School Violence Awareness Week Resolution

30  
31 1. The approval of the following resolution:  
32

33 **WHEREAS**, N.J.S.A. 18A:36-5.1 specifies designation of  
34 "School Violence Awareness Week" in the State of New Jersey during the  
35 month of October; and  
36

37 **WHEREAS**, the Greenwich Township School District shall  
38 observe this week by organizing activities to prevent school violence  
39 including, but not limited to, age-appropriate opportunities for student  
40 discussion on conflict resolution, issues of student diversity and tolerance.  
41

42 **NOW, THEREFORE, BE IT RESOLVED**, by the Board of  
43 Education of the Township of Greenwich that the week of October 15 to  
44 October 19, 2007 will be designated as "School Violence Awareness  
45 Week" for the 2007-2008 school year.

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D. Emergency Management Plan

- 1. The approval of the Greenwich Township School Districts Emergency Management Plan for the 2007-2008 school year, remaining unchanged, with no additional terms/provisions.

E. Superintendent's Goals

- 1. The approval of the Superintendent's Goals for the 2007-2008 school year as set by the Greenwich Township Board of Education and Dr. Francine Marteski, Superintendent.

F. Fundraisers

- 1. The approval for fundraising activities at Broad Street School and Nehaunsey Middle School during the 2007-2008 school year.

G. NJQSAC Committee

- 1. The approval for the acceptance of the committee for the New Jersey Quality Single Accountability Continuum (NJQSAC) to include:

- Chief School Administrator.....Dr. Francine Marteski
- Business Administrator.....Scott A. Campbell
- Curriculum & Instruction resource person.....Alisa Whitcraft
- One or more teachers.....Stephania Tomaszewski
- Representative from a collective bargaining unit.....Stephania Tomaszewski
- BOE Member.....Frank Minniti
- One or more administrator.....Robert Harris  
Susan McAlary  
Suzanne Gibson

Motion carried by unanimous roll call vote.

**4. WORKSHOPS**

Motion: (Vernacchio/Sorbello) to approve the following:

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

1

NAME	WORKSHOP TITLE/LOCATION/ DATE	COST
Mrs. Gina Hicks	<b>Art Educators of NJ</b> Somerset, NJ 10/3/07 8:00 am - 3:00 pm	\$90.00 Plus substitute Plus mileage
Mr. Robert Harris Mrs. Lynn Wildrick	<b>NJ Department of Education</b> <b>Alternate Proficiency Assessment Training</b> Maple Shade, NJ 9/11/07 9:00 am	-0- Plus mileage

2

3

Motion carried by unanimous roll call vote.

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**5. PERSONNEL**

6

7

Motion: (Glocker Hammond/Minniti) to approve the following as one, A-G:

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9

A. The approval for Alisa Whitcraft's title to be changed from Curriculum Coordinator to Curriculum Supervisor as per the County Office of Education (Curriculum Coordinator is an unrecognized title.)

10

11

12

13

B. The approval for the re-appointment of Christine Wojcik to provide coverage during the Nehaunsey Middle School secretary lunch period on an as-needed basis for the 2007-2008 school year at a rate of \$9.65 per hour.

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C. The approval for the appointment of Prudence Hanley as a Substitute Teacher for the 2007-2008 school year. Substitute rate will be \$70.00 a day, up to and including ten (10) days. After ten (10) days, the rate increases to \$75.00 a day.

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23

D. The approval for the appointment of the following individuals as Substitute Custodians for the 2007-2008 school year at a rate of \$8.50 per hour.

24

25

26

Robert Cirillo

Vincent Campbell

27

28

E. The resolution herein seeking permission of the Commissioner to employ the below recommended certificated and support staff applicant on an emergent basis for a period not to exceed three (3) months pending a positive Criminal History check and/or completion of required paperwork:

29

30

31

32

The approval for the appointment of Ida O'Leary for the following substitute positions for the 2007-2008 school year:

33

34

35

Substitute Cafeteria/Lunchroom Aide

**Rate of Pay**  
\$8.00

36

1	Substitute Kitchen Worker	\$8.00
2	Substitute Non-Instructional Aide	\$8.00

3  
4 F. The approval for a leave of absence (FMLA) for Michele Burgess effective  
5 September 4, 2007 through September 14, 2007 as per the attached.  
6 (Attachment - EXHIBIT C)  
7

8 G. The approval for the resignation of Donna Young, Part Time Secretary at  
9 Broad Street School, effective September 15, 2007, as per the attached.  
10 (Attachment - EXHIBIT D)  
11

12 Motion carried by unanimous roll call vote.  
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14 **6. CURRICULUM & INSTRUCTION**  
15

16 Motion: (Myers/Vernacchio) to approve the following:  
17

18 A. The approval of the Five-Year Curriculum Revision Plan as per the  
19 attached. (Attachment - EXHIBIT E)  
20

21 Motion carried by unanimous roll call vote.  
22

23 **7. BUSINESS & FINANCE**  
24

25 Motion: (Sorbello/Glocker Hammond) to approve the following:  
26

27 A. Bills Lists  
28

29 1. Resolution  
30

31 The approval of the Travel and Related Expense Reimbursement  
32 resolution as follows:  
33

34 **WHEREAS**, the Greenwich Township Board of Education  
35 recognizes school staff and Board members will incur travel expenses  
36 related to and within the scope of their current responsibilities and for  
37 travel that promotes the delivery of instruction or furthers the efficient  
38 operation of the school district; and  
39

40 **WHEREAS**, N.J.A.C. 6A:23B-1.1 et seq. requires Board  
41 members to receive prior approval of these expenses by a majority of the  
42 full voting membership of the Board and staff members to receive prior  
43 approval of these expenses by the Superintendent of Schools and a  
44 majority of the full voting membership of the Board; and  
45

1                   **WHEREAS**, a Board of Education may establish, for regular  
2 district business travel only as described in NJOMB Circular Letter 06-02,  
3 including amendments or revisions thereto, a threshold amount below  
4 which Board approval is not required; and  
5

6                   **WHEREAS**, the Board of Education establishes, for regular  
7 district business travel only, an annual school year threshold of \$1,000.00  
8 per staff/Board member where prior Board approval shall not be required  
9 unless this annual threshold for a staff/Board member is exceeded in a  
10 given school year (July 1 through June 30); and  
11

12                   **WHEREAS**, travel and related expenses not in compliance  
13 with N.J.A.C. 6A:23-B-1.1 et seq., but deemed by the Board of Education  
14 to be necessary and unavoidable are excluded from the requirements of  
15 N.J.A.C. 6A:23B-1.1 et seq.; and  
16

17                   **THEREFORE, BE IT FURTHER RESOLVED**, the Board of  
18 Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1  
19 et seq. as being necessary and unavoidable as per noted on the attached  
20 Board of Education Approval of Travel and Related Expense  
21 Reimbursement Form; and  
22

23                   **BE IT FURTHER RESOLVED**, the Board of Education  
24 approves the travel and related expense reimbursements as listed on the  
25 attached Board of Education Approval of Travel and Related Expense  
26 Reimbursement Form.  
27

28 Motion carried by unanimous roll call vote.

29  
30 Motion:           (Vernacchio/Minniti) to approve the following:

- 31  
32           2.       The bills as presented by the Board Secretary in the following  
33 amounts are ordered paid. (Attachment - EXHIBIT F)  
34

P7	\$34.05
P8	\$68,548.16
P9	\$356,540.59
P10	\$64,209.18
P11	\$26,746.18
P12	\$82,927.00

35  
36 Motion carried by unanimous roll call vote.

37  
38 Motion:           (Vernacchio/Minniti) to approve the following as one, B-E:

1  
2 B. Student Activities Account  
3

- 4 1. The approval of the Student Activities Account Monthly Bank  
5 Reconciliation for the month of July, 2007.  
6

7 C. Board Secretary's Report  
8

- 9 1. The acceptance of the Board Secretary's Report for the month of  
10 July, 2007.  
11

12 Pursuant to N.J.A.C.6A:23-2.11(c)4, the Greenwich Township Board of  
13 Education certifies by a roll call vote that as of July 31, 2007, after review  
14 of the Board Secretary's Report for July 2007, and upon consultation with  
15 the district officials, to the best of our knowledge no major account or fund  
16 has been over expended in violation of N.J.A.C.6A:23:23-2.11(b) and that  
17 sufficient funds are available to meet the district's financial obligation for  
18 the remainder of the fiscal year.  
19

20 D. Treasurer's Report  
21

- 22 1. The approval of the Treasurer's Report in accordance with 18A:17-  
23 36 and 18A:17-9 for the month of July, 2007. The Treasurer's  
24 Report and Secretary's Report are in agreement for the month of  
25 July 2007.  
26

27 E. Transfer List  
28

- 29 1. The ratification of transfers, authorized by the Superintendent, for  
30 the month of July, 2007, to give balances to new accounts and to  
31 balance existing accounts.  
32

33 Motion carried by unanimous roll call vote.  
34

35 Motion: (Glocker Hammond/Vernacchio) to approve the following:  
36

37 F. Tuition Rates  
38

- 39 1. The approval of the 2007-2008 tuition contracts with the Paulsboro  
40 School District. The net amount of tuition is \$1,200,511.00. This  
41 includes regular and special education placements as per the  
42 attached. Also, permission is granted for the Board President and  
43 Business Administrator to execute the corresponding contracts.  
44 (Attachment - EXHIBIT G)  
45

1 Motion carried by unanimous roll call vote.

2  
3 Motion: (Vernacchio/Minniti) to approve the following resolution:

4  
5 G. Resolution

6  
7 **WHEREAS**, the Greenwich Township Board of Education is  
8 required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel  
9 expenditures by district employees and board members using local, State or  
10 Federal funds to ensure that travel is educationally necessary and fiscally  
11 prudent; and

12  
13 **WHEREAS**, the Board of Education has determined that the  
14 training and informational programs sponsored by NJSBA and set forth below  
15 are directly related to and within the scope of board members' duties; and

16  
17 **WHEREAS**, the Board of Education has determined that the  
18 training and informational programs sponsored by NJSBA and set forth below  
19 are directly related to and within the scope of the listed job title's current  
20 responsibilities and the Board's professional development plan; and

21  
22 **WHEREAS**, the Board of Education has determined that  
23 participation in the NJSBA training and informational programs requires school  
24 district travel expenditures and that this travel is critical to the instructional needs  
25 of the district and/or furthers the efficient operation of the district; and

26  
27 **WHEREAS**, the Board of Education has determined that the school  
28 district travel expenditures to NJSBA programs are in compliance with State  
29 travel guidelines as established by the federal Office of Management and  
30 Budget; except as superseded by conflicting provision of Title 18A of the New  
31 Jersey Statutes; and

32  
33 **WHEREAS**, the Board of Education finds that a mileage  
34 reimbursement rate to that of the federal Internal Revenue Service mileage  
35 reimbursement rate of \$.485 per mile is a reasonable rate; and

36  
37 **WHEREAS**, the Board of Education has determined that  
38 participation in the NJSBA training and informational programs are in compliance  
39 with the district policy on travel;

40  
41 **THEREFORE, BE IT RESOLVED**, that the Board of Education  
42 hereby approves the attendance of the listed number of school Board Members  
43 and district employees at the listed NJSBA training and informational programs,  
44 and the costs of attendance including all registration fees, and statutorily

1 authorized expenditures, provided that such expenditures are within the annual  
2 maximum travel expenditure amount; and  
3

4 **BE IT FURTHER RESOLVED**, that the Greenwich Township Board  
5 of Education authorizes in advance, as required by statute, attendance at the  
6 following NJSBA training programs and informational events.  
7

8 Motion carried by unanimous roll call vote.  
9

10 Motion: (Sorbello/Minniti) to approve the following:  
11

12 H. Contracts  
13

- 14 1. The approval of the contract between Paul's Commodity Hauling,  
15 Inc. and the Greenwich Township School District for the 2007-2008  
16 school year as per the attached. (Attachment - EXHIBIT H)  
17

18 Motion carried by unanimous roll call vote.  
19

20 Motion: (Glocker Hammond/Minniti) to approve the following:  
21

- 22 2. The approval between the Greenwich Township Board of Education  
23 and Bayada Nurses, Inc. for nursing services for student C.N.  
24 The District will be charged hourly rates of \$54.00 per hour for RN  
25 services or \$44.00 per hour for LPN services. (Attachment)  
26

27 Motion carried by unanimous roll call vote.  
28

29 **8. OLD BUSINESS**  
30

31 Dr. Francine Marteski reminded the Board of Education members to hand in  
32 cards for the NJSBA self-assessment.  
33

34 Scott Campbell updated the Board on the Broad Street roof project and  
35 discussed the punch list items remaining on the project. He also indicated that  
36 we are holding back the retainage, approximately \$12,000.00, until all items are  
37 complete.  
38

39 **9. NEW BUSINESS**  
40

41 Mr. Fred Reel commented that the Catholic School is saving the district money  
42 by students attending their school and the services provided to those students  
43 save our taxpayers money. He will get the exact figure of how many students  
44 from town go there and how much it saves the taxpayers.  
45

1 Susan Vernacchio asked about the class size in Kindergarten saying the class  
2 size may be high with three teachers. Dr. Francine Marteski explained that we  
3 are well under the class size level set by the State and she has kept the Board of  
4 Education informed of class sizes.

5  
6 **10. BOARD OF EDUCATION COMMITTEE REPORTS**

7  
8 None at this time.

9  
10 **11. PUBLIC - AGENDA/NON-AGENDA ITEMS**

11  
12 Lee Lucas, 361 Democrat Road, Gibbstown, NJ, wanted to know what we spent  
13 as a district for special education students who are sent out? Scott A. Campbell  
14 responded that he did not have the figures in front of him but there are eight  
15 students sent out with a low end figure of \$26,000.00 to a high end figure of  
16 \$50,000.00 plus. He also added that this does not include transportation or  
17 extraordinary services. Mr. Lucas feels the special education costs are too high  
18 and the people should know about it. Mike Myers added that the Board of  
19 Education is fully aware of the students who are going out and the costs  
20 associated with sending them out. Frank J. Minniti stated that we are mandated  
21 to pay the tuition and that Mr. Lucas has every reason to voice his displeasure  
22 with special education costs. Mr. Lucas feels that a lot of special needs students  
23 are misdiagnosed and that it is a money making operation just like all of the  
24 required testing. Finally, Mr. Lucas asked about the status of the Board of  
25 Education's contract with the local bargaining unit and when it will be settled?  
26 Frank J. Minniti responded that he could not answer at this time but both groups  
27 are down to the final stages and things are progressing. Mr. Lucas wanted to  
28 know when the public and the other Board of Education members would be able  
29 to view the contract? Frank J. Minniti let Mr. Lucas know that after both sides  
30 ratified, it would become a public document but not a moment sooner. Mr. Lucas  
31 wanted to know when this will take place and that the public should be able to  
32 view the contract before it is voted upon? Mr. Lucas wants to know as a  
33 taxpayer who the negotiating committee was? Robyn Glocker Hammond  
34 answered as the chairperson and indicated that Michael Myers and Susan  
35 Vernacchio completed the negotiating team.

36  
37 Sal Vernacchio, 224 Phyllis Drive, Gibbstown, NJ and Sharon Grap, 988 Ladner  
38 Avenue, Gibbstown, NJ are asking for help from the Board of Education with a  
39 transportation problem that exists with GCIT students who participate in sports at  
40 Paulsboro High School. He is requesting that the bus detour its normal route to  
41 accommodate the students and relieve some of the burden to parents who work  
42 and possibly cannot transport the student. Frank J. Minniti responded that he is  
43 aware of the situation but feels that the situation has to be fully looked into. The  
44 Business Administrator would evaluate all aspects of the situation and report  
45 back to the Board of Education at the next meeting on the impact to the district.

1 At this time we cannot say whether we can do it or not and that the growing  
2 population at GCIT will force us to eventually explore options.  
3

4 **12. CLOSED SESSION**  
5

6 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*  
7 *6, et seq.*, which provides that an Executive Session, not open to the public, may  
8 be held for certain specified purposes when authorized by Resolution.  
9

10 The Board of Education for Greenwich Township, assembled in public session on  
11 September 10, 2007, hereby resolves that an Executive Session closed to the  
12 public shall be held on September 10, 2007 at 8:38 p.m. in the Nehaunsey  
13 Middle School library, Room 48, located at 415 Swedesboro Road, Gibbstown,  
14 New Jersey, for discussion of certain matters which relate to items authorized by  
15 *Open Public Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed  
16 session.  
17

- 18 1. *Matters Involving Individual Privacy*
- 19 2. *Matters Relating to the Employment Relationship*
- 20 3. *Matters Relating to Collective Bargaining Agreements*  
21

22 It is anticipated that such matters may be disclosed to the public upon the  
23 determination of the Board that applicable exception no longer applies and  
24 the public interest will no longer be served by such confidentiality.  
25

26 Motion: (Myers/Glocker Hammond) to enter into closed session at 8:38 p.m.  
27 to discuss the following:  
28

- 29 1. *Negotiations*
- 30 2. *Student Concerns*  
31

32 Returned from closed session at 9:15 pm.  
33

34 Motion carried by unanimous voice vote.  
35

36 **13. ADJOURNMENT**  
37

38 Motion: (Glocker Hammond/Minniti) to adjourn the meeting at 9:16 p.m.  
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40 Motion carried by unanimous voice vote.  
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Respectfully Submitted,

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Scott A. Campbell, Board Secretary