OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held *Monday, May 11, 2015* in the Nehaunsey Middle School library.

The meeting was called to order by President Roseanne Lombardo at 6:30 p.m.

Roll Call:

	Curriculum/Technology Committee Regulatory/Safety Committee Gloucester County/State Board Association
	(Chair) Budget/Finance/Policy Committee Negotiations/Personnel Committee Gloucester County/State Board Association
Mr. Andrew Chapkowski	(Chair) Curriculum/Technology Committee Negotiations/Personnel Committee
	Curriculum/Technology Committee Regulatory/Safety Committee
	Paulsboro Board of Education Representative
	(Chair) Regulatory/Safety Committee Budget/Finance/Policy Committee
	(Chair) Regulatory/Safety Committee Budget/Finance/Policy Committee

Quorum YES

Also present were Mr. Thomas Schulte, Interim Superintendent and Mr. Scott A. Campbell, School Business Administrator/Board Secretary.

As required under the guidelines of the Open Public Meeting Law, notice of this meeting was sent to the *The Courier Post, The South Jersey Times*, 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. INTERVIEWS

The Board interviewed candidates for Architect of Record. Each candidate made a presentation of their firm with the Board holding discussions after both firms had finished their presentations.

1 2			A. B.	Fraytak, Viesz, Hopkins, Duthie, P.C. from 6:36 p.m. to 7:11 p.m. KDA Architects from 7:18 p.m. to 7:43 p.m.
3 4 5		Motio	n:	(Chapkowski/Hughes) to approve Fraytak, Viesz, Hopkins, Duthie, P.C. as architect of record.
6 7 8				miento wanted to know why we are voting on this when there are still at need to be answered? Andrew Chapkowski said we can table it.
9 0 1		Motio	n:	(Sarmiento/Vernacchio) to table the motion until the June 8, 2015 meeting.
12 13		Motio	n carri	ed by unanimous voice vote.
4 5	<u>2.</u>	MINU	ITES	
16 17		Motio	n:	(Chapkowski/Sarmiento) to approve the minutes:
18 19 20				April 13, 2015 – Regular Meeting April 30, 2015 – Public Hearing on the Budget
21 22 23	Roll (Call Vot	te:	
24 25 26 27 28 29		Susar Andre Nelso John Lisa N	n Verna ew Cha on Hall Hughe Morina	combardo – Yes acchio – Yes apkowski – Yes – Yes es – Abstained on April 30, 2015; Yes to April 13, 2015 – Abstained on April 13, 2015; Yes to April 30, 2015 niento – Abstained on April 13, 2015; Yes to April 30, 2015
31 32	<u>3.</u>	SUPE	ERINTE	ENDENT'S REPORT
33 34		Motio	n:	(Chapkowski/Sarmiento) to approve the following as one, A-C:
35 36		A.	<u>Admi</u>	nistrative Reports
37 38 39			1.	Enrollment Statistics, Fire Drills and Suspensions, as of April 30, 2015. (Attachment – EXHIBIT B1)
ŀ0 ŀ1 ŀ2			2.	School Health Services Monthly Reports as of April 30, 2015. (Attachment – EXHIBIT B2)
13 14 15			3.	2014-2015 Violence & Vandalism Report as of April 30, 2015. (Attachment – EXHIBIT B3)

1		B.	2015-2016 Twelve-Month Employee Calendars
2 3 4 5 6			 The approval of the proposed 12-month Secretary Holiday Calendar for the 2015-2016 school year. (Attachment – EXHIBIT C1)
7 8 9			 The approval of the proposed 12-month Custodian/Maintenance Holiday Calendar for the 2015-2016 school year. (Attachment – EXHIBIT C2)
10 11		C.	Italian Program Funding Proposal
12 13 14 15			 The retroactive approval to submit the Italian Program Funding Proposal from the Italian American Committee on Education for the 2015-2016 school year.
16 17 18 19		Progra	lorina wanted to know how much funding we were getting for the Italian m? Scott Campbell said it was \$5,000.00 but this year we did get nal grant money which brought the total to \$15,000.00.
20 21		Motion	carried by unanimous roll call vote.
24	<u>4</u> .	THE S	UPERINTENDENT RECOMMENDS APPROVAL OF THE FOLLOWING ACTION ITEMS
25 26 27		Motion	: (Vernacchio/Hall) to approve the following as one, A-G, W-BB:
28 29 30		A.	The <i>retroactive</i> approval to approve Jena Driscoll, Learning Consultant, to conduct per case learning assessments at \$300.00 per case.
31 32 33		B.	The approval to appointment of the following staff members for the Science Curriculum Committee (Grades 6-8) at a rate of \$30.00 per hour as per Article XII of the GTEA Contract:
34 35 36 37			Violet Gregg Sharon Gomez-Salvatore Jody Harris Stephania Tomaszewski
38 39 40		C.	The approval to accept the resignation, with regret, of Angela Addeo, Secretary to the Superintendent, effective July 1, 2015. (Attachment – EXHIBIT D1)
41 42 43 44 45		D.	The approval to accept the resignation, with regret, of Jean Morrison, Broad Street School Nurse, effective July 1, 2015. (Attachment – EXHIBIT D2)

E.	The approval for <i>reappointment</i> of the G.T.E.A. represented non-tenured
	teaching staff members for the 2015-2016 school year as per the
	attached; teaching assignments to be determined. (Attachment –
	EXHIBIT E1)

Sarah Beerley	Megan Hoyt	Sean Keane
\$49,800.00	\$50,150.00	\$49,800.00
Nicole Leach	Bethanne O'Donnell	Tara Reale
\$49,800.00	\$51,858.00	\$50,686.00

F. The approval for *reappointment* of the G.T.E.A. represented employees as Special Education Aides for the 2015-2016 school year as per the attached; assignments to be determined. (Attachment – EXHIBIT E2)

Christine Eiserman	Jason Godfrey	Deborah Knestaut
\$30,546.00	\$30,183.00	\$30,546.88
Eileen O'Donnell	Lois Piccioni	Deborah Silvestro
\$30,546.88	\$30,546.88	\$30,728.88
Tara Small	Jennifer Spera	Maria Villacorta
\$30,728.88	\$30,546.88	\$30,728.88
Jean Walko		
\$30,546.88		

G. The approval for *reappointment* of the following G.T.E.A. represented employees for the 2015-2016 school year as per the attached. (Attachments – EXHIBIT E3 & E4)

1. Secretaries

Jennifer Ellick	Toshia Kersey	Suzanne Lavin	
\$39,083.00	\$39,083.00	\$39,083.00	

2. Custodian/Maintenance

Gerardo Batista	Michael Beukers	Ellen Delaney
\$54,378.00	\$54,378.00	\$47,853.00
Randy DeVault \$54,378.00	Denise Murphy \$54,378.00	

H. The approval for *reappointment* of the following unrepresented central office employees for the 2015-2016 school year, as per the attached. (Attachment – EXHIBIT E5)

Scott A. Campbell	School Business Administrator/Board Secretary	\$106,485.00
Alisa Whitcraft	Principal/Curriculum Supervisor	\$120,758.00
Robert Harris	CST Supervisor/School Psychologist	\$123,151.00
Michael Grelli	Technology Coordinator	\$81,309.00
William Houghton	Supervisor of Buildings/Grounds	\$71,382.00
Regina Minniti	Secretary to Business Administrator/Board Secretary & Transportation Department	\$52,725.00
Gina Casella	Accounts Payable/Bookkeeper	\$42,186.00

- I. The approval for the *reappointment* of Stacey Ridinger as a Part-Time Instructional Support Teacher, for the 2015-2016 school year, at an annual salary of \$39,840.00, no benefits.
- J. The approval for the *reappointment* of Carin Haabak, Part-Time Payroll Clerk, for the 2015-2016 school year at a rate of \$24.78 per hour; hours to be determined; no health benefits.
- K. The approval for *reappointment* of Jennifer Landrum, Part-Time Computer Technician, for the 2015-2016 school year, four (4) hours per day, 180 student days during the school year and in addition, not to exceed 400 hours in the summer, at an annual salary not to exceed \$25,945.00 (additional hours to be administratively approved); no health benefits.
- L. The approval for the *reappointment* of Christine Franklin as a Part-Time Instructional Special Education Aide for the 2015-2016 school year at a rate of \$22.88 per hour, not to exceed \$20,500.48, five (5) days per week, five (5) hours per day; no health benefits.
- M. The approval for the *reappointment* of Ellen Sarmiento as a Part-Time Instructional Special Education Aide for the 2015-2016 school year at a rate of \$22.88 per hour, not to exceed \$24,121.24, five (5) days per week, 29.5 hours per week; no health benefits.
- N. The approval for the *reappointment* of Danielle Everwine-Mills as a Part-Time Instructional Special Education Aide for the 2015-2016 school year at a rate of \$17.55 per hour, not to exceed \$18,443.30, five (5) days per week, 29.5 hours per week; no health benefits.
- O. The approval for the *reappointment* of Mary Ellen Peterson as a Part-Time Instructional Special Education Aide for the 2015-2016 school year at a rate of \$17.68 per hour, not to exceed \$18,579.91, five (5) days per week, 29.5 hours per week; no health benefits.

- P. The approval for the *reappointment* of Linda DiPietro as a Part-Time Instructional Special Education Aide for the 2015-2016 school year at a rate of \$17.55 per hour, not to exceed \$18,443.30, five (5) days per week, 29.5 hours per week; no health benefits.
- Q. The approval for the *reappointment* of Christina Evangelista as a Non-Instructional Aide for the 2015-2016 school year at an hourly rate of \$10.00, 5.75 hours per day on full session days and four (4) hours per day on half session days; no health benefits.
- R. The approval for the appointment of Frank DiAntonio, Sr., Part-Time Custodian, for the remainder of the 2014-2015 school year and for the 2015-2016 school year effective June 1, 2015 pending a positive Criminal History check and/or completion of required paperwork, 29.5 hours per week, at a salary rate of \$12.00 per hour; no health benefits.
- S. The approval for the *reappointment* of FaithAnne Jeffers as a Part-Time Custodian, for the 2015-2016 school year; hours to be determined, at a rate of \$10.55 per hour, not to exceed \$15,482.13; no benefits.
- T. The approval for the *reappointment* of Maria Santos as a Part-Time Custodian, for the 2015-2016 school year; hours to be determined, at a rate of \$10.55 per hour, not to exceed \$15,482.13; no benefits.
- U. The approval for the *reappointment* of Jeffrey Pirog as a Part-Time Custodian at Broad Street School, for the 2015-2016 school year; hours to be determined, at a rate of \$10.25 per hour, not to exceed \$11,357.00; no benefits.
- V. The approval for the reappointment of the following employees as Cafeteria/Lunchroom Aides for the 2015-2016 school year at the following hourly rates; hours to be determined:

Employee	Hourly Rate
Holly Fisler	\$10.00
Alison Grelli	\$11.45
Lisa Mitchell	\$11.35
Melissa Saggese	\$10.00
Christine Wojcik	\$11.75

W. The approval for the *reappointment* of Merrie Schmidt, Treasurer of School Monies, for the 2015-2016 school year in accordance with *18A:17-31* to *36*, at an annual salary of \$3,162.00.

- X. The approval for an employment contract for Tara Timms to provide Special Education Medicaid Initiative Oversight for speech/language services for a total of 12 days for the 2015-2016 school year, six (6) hours per day at a total cost not to exceed \$5,000.00. This will allow the District to receive reimbursement for services rendered to eligible students. (Federal Guidelines require a State License and Certificate of Clinical Competence to provide oversight to our Department of Education certified speech specialists. Tara has met these requirements. Department of Education certified staff is NOT eligible to submit for SEMI reimbursement. The Federal government recently changed this policy requiring the highest level of speech specialists to provide service and/or oversight.) IDEA Funded.
- Y. The approval for the *reappointment* of the Gloucester County Special Services School District Substitute School Nurse Clearinghouse on an asneeded basis for the 2015-2016 school year in the event that the district's school nurses are absent on the same day and an approved district substitute nurse cannot be acquired.

Rate of pay:

Full day - \$288.00; Half day - \$175.00; Extended day - \$354.00.

- Z. The approval for the *reappointment* of Mark Vogeding as Summer Help Coordinator effective June 22, 2015 through August 21, 2015, eight (8) hours per day, five (5) days per week, at a rate of \$14.25 per hour.
- AA. The approval for the *reappointment* of the following as summer custodians, effective June 22, 2015 through August 21, 2015, eight (8) hours per day, five (5) days per week, at an hourly rate of \$9.25 per hour:

John Dwyer Patrick Hill Joseph Muraca Zachary Funk Christian Marcucci

BB. The approval for the appointment of the following as summer custodians, pending a positive Criminal History check and/or completion of required paperwork, effective June 22, 2015 through August 21, 2015, eight (8) hours per day, five (5) days per week, at an hourly rate of \$9.00 per hour:

Mary Kate Harris

James Schmidt

Susan Vernacchio said in the Budget & Finance Committee meeting that they felt there should be a criteria for the pay scale for unrepresented personnel. She would like to go forward with that and establish that criteria so next year the Board can make a better judgment as far as unrepresented personnel.

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Duane Sarmiento would like to table items H-V. He feels he cannot consciously vote on something if he doesn't know what kind of raise they received in the past, if they received any at all. They are not contractual employees; they are unpresented employees and their salary is "controlled" by the school board. He would like to discuss those items in executive session.

Motion: (Sarmiento/Hughes) to table items H-V until after executive session.

Motion carried by unanimous roll call vote.

Andrew Chapkowski asked if any of the non-tenured teaching staff members in item E are up for tenure come September 1, 2015? Interim Superintendent **Thomas Schulte** said one staff member was up for tenure and her reviews were excellent

(Vernacchio/Hughes) to approve items A-G; W-BB: Motion:

Motion carried by unanimous roll call vote.

CURRICULUM & INSTRUCTION 5.

Motion: (Lombardo/Hughes) to approve the following as one, A-C:

Field Trips Α.

1. The *retroactive* approval of the Request for Educational Trip/Transportation for the following:

Grade and/or Group	Destination/Time	Date	Estimated Related Cost	Estimated Transportation Cost	Total
Grades 5-8	Rosa's Pizza 25 South 11st Street Philadelphia, PA	5/1/15	Substitutes (2) \$150.00	\$300.00 (one bus)	\$300.00

2. The approval of the Request for Educational Trip/Transportation for the following:

Grade and/or Group	Destination/Time	Date	Estimated Related Cost	Estimated Transportation Cost	Total
Grade 5	Memorial Park Memorial Avenue Gibbstown, NJ	6/4/15 Rain Date: 6/3/15		\$110.00*(one bus) *Cost of transportation will be paid by the Paulsboro Refining Company.	\$-0-

B. The approval to support "Bridges" Educational Services as a summer program for our middle school students needing additional educational support.

C. <u>Summer Programs</u>

- 1. The approval of the following Summer Programs from June 22, 2015 to July 23, 2015 (20 days total).
 - a. Multiply Disabled 2015 Extended School Year Program
 - b. Pre-School Disabled 2015 Extended School Year Program

Lisa Morina asked what Rosa's Pizza was? **Interim Superintendent Thomas Schulte** said it is about the "One Book, One School" program that Nehaunsey School participates in.

Motion carried by unanimous roll call vote.

6. BUSINESS & FINANCE

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

A. Transfer Report

1. The approval of the Monthly Transfer Report Request for Approval of Transfers for the month of April 2015. (Attachment – EXHIBIT F)

Motion carried by unanimous roll call vote.

7. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY

Motion: (Lombardo/Hall) to approve the following as one, A-G:

A. Bills Lists

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

No.	Amount
P80	\$237,866.77
P81	\$17,924.13
P82	\$177,406.28
P83	\$49,640.87

TOTAL	\$801,810.58
P87	\$9,676.75
P86	\$54,465.37
P85	\$17,857.65
P84	\$236,972.76

B. Student Activities Account

- 1. The approval of the Student Activities Account Monthly Bank Reconciliation for the months of March 2015 and April 2015. (Attachments EXHIBIT H1 and H2)
- 2. The following Student Activity Account checks are in for payment. (Attachment EXHIBIT H3)

Check#	Vendor	Amount
1074	CMT Express	\$400.00
1075	Trade Center Management Associates	\$559.00

C. Board Secretary's Report

 The acceptance of the Board Secretary's Report for the month of April 2015. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A:23A – 16.10(c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Attachment – EXHIBIT I)

D. <u>Treasurer's Report</u>

 The approval of the Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of April 2015. The Treasurer's Report and Secretary's Report are in agreement for the month of April 2015. (Attachment – EXHIBIT J)

E. Revenue Certification

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

F. Board of Education Certification

1. The approval of the Board of Education certification for the month of April 2015 that after review of the secretary's monthly financial reports and upon consultation with the appropriate district officials, that to the best of its knowledge no major accounts or funds have 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 obligations for the remainder of the fiscal year.

G. Transfer List

 The ratification of transfers, authorized by the Superintendent, for the month of April 2015 to give balances to new accounts and to balance existing accounts. (Attachment – EXHIBIT K)

Motion carried by unanimous roll call vote.

8. **REGULATORY**

Motion: (Sarmiento/Chapkowski) to approve the following:

A. The approval for the Makers' Club to hold an Open House on Thursday, May 28, 2015 from 6:00 p.m. – 7:00 p.m. in the Broad Street School Gymnasium.

Susan Vernacchio and **Roseanne Lombardo** asked what the Makers' Club is? **Michael Beukers** said it was a recycling program held by Kathy Seacrist where the students make things out of recycled items.

Motion carried by unanimous roll call vote.

9. OLD BUSINESS

Andrew Chapkowski brought up the idea of Subscription Bussing. Scott Campbell handed out the description of Subscription Bussing to all board members. A discussion followed.

Motion: (Hughes/Sarmiento) to refer Subscription Bussing to the Policy & Regulations Committee.

Motion carried by unanimous voice vote.

Interim Superintendent Thomas Schulte gave an update on interviewing for the teachers' position and all candidates from Gibbstown will be given an

interview. He said we have also received about 20 applications for the CSA/Principal position.

10. NEW BUSINESS

Roseanne Lombardo said that we are giving out the 1st place scholarship award at the 8th grade Graduation. Graduation is Thursday, June 18, 2015.

11. CORRESPONDENCE

None at this time.

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 at this meeting by letter or telephone of any action the Board does take.

In accordance with Board policy and procedures, speakers are not permitted to publicly speak of personal issues involving school personnel, or against any person connected to the school system. Any such concern should be presented to the school or district-level administration so that a proper response may be given.

No public comment at this time.

13. 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 May 11, 2015 hereby resolves that an Executive Session closed to the public shall be held on May 11, 2015, at 8:38 p.m. in the Nehaunsey Middle School library, Room 48, 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.

Motion:

(Chapkowski/Hall) to enter into Executive Session at 8:38 p.m. to discuss the following:

1 2		Matters of personal confidentiality right, including but not limited to, staff and/or				
3		student discipline matters, and specifically: Matters in which the release of information would impair the right to receive				
4	ш	government funds and specifically:				
5 6		Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy and specifically:				
7		Matters concerning negotiations and specifically:				
8	H	Matters involving the purchase of real property and/or the investment of public				
9		funds and specifically:				
10 11		Matters involving the real tactics and techniques utilized in protecting the safety and property of the public and specifically:				
12 13		Matters involving anticipated or pending litigation, including matters of attorney- client privilege and specifically:				
14		Matter involving personnel issues, including but not limited to, the employment,				
15		appointment, termination of employment, terms and conditions of employment,				
16			of performance, promotion or discipline of any public officer or			
17		employee and specifically:_ITEMS H-V ON AGENDA				
18		Matters involving quasi-judicial deliberations and specifically:				
19						
20			pated that such matter may be disclosed to the public upon the			
21		determination of the Board that applicable exception no longer applies and the				
22		public inte	rest will no longer be served by such confidentiality.			
23						
24		Motion carried by unanimous voice vote.				
25						
26		Motion:	(Chapkowski/Hughes) to adjourn the Executive Session and return			
27			to the Regular Meeting at 9:14 p.m.			
28	4.4	AD IOLIDA	UNATALT.			
29	<u>14.</u>	ADJOURN	<u>NMEN I</u>			
30 31		Motion:	(Hughes/Lembarde) to adjourn the meeting at 0:18 n m			
32		MOUOTI.	(Hughes/Lombardo) to adjourn the meeting at 9:18 p.m.			
33		Motion car	rried by unanimous voice vote.			
34		wotion car	ned by unanimous voice vote.			
35	**The	nevt Roard	of Education meeting will be held June 8, 2015**			
36	1110	HOAL BOOK	of Eddodion meeting will be field bane 0, 2010			
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38			Respectfully Submitted,			
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41						
42			Scott A. Campbell, Board Secretary			
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