

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 Tuesday, January 16, 2007 in the Nehaunsey Middle School library.

5
6 The meeting was called to order by President Frank J. Minniti at 7:00 pm.

7
8 **Roll Call:**

- 9
10 Frank J. Minniti
11 Robyn Glocker Hammond
12 Lawrence Hall
13 Patrick Lani, Jr.
14 Michael Myers
15 James Sorbello
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. PRESENTATION**

30
31 Gwen Thornton, Field Representative, New Jersey School Boards Association,
32 gave a presentation to the Board Members on their responsibilities as Board
33 Members and updated them on changes in the Code of Ethics and recent rulings.

34
35 **2. MINUTES**

36
37 Motion: (Sorbello/Hall) to approve the minutes:

38
39 December 11, 2006 - Regular Minutes

40
41 Motion carried by unanimous roll call vote.

1 **3. SUPERINTENDENT'S REPORT**

2
3 Motion: (Glocker Hammond/Hall) to approve the following as one, A-C:

4
5 A. Administrative Reports

- 6
7 1. Enrollment Statistics, Fire Drills and Suspensions, as of December
8 31, 2006. (Attachment - EXHIBIT B1)
9
10 2. School Health Services Monthly Reports as of December 31, 2006.
11 (Attachment - EXHIBIT B2)
12
13 3. 2006-2007 Violence & Vandalism Report as of December 31, 2006.
14 (Attachment - EXHIBIT B3)
15
16 4. Monthly Report of Attendance Officer as of December 31, 2006.
17 (Attachment - EXHIBIT B4)
18

19 B. District Policies/Regulations

- 20
21 1. The approval of the following list of revised district policies and
22 regulations on second reading:

23
24 Policy 5200, Attendance (Pupils)
25 Regulation 5200, Attendance (Pupils)
26 Policy 5600, Pupil Discipline/Code of Conduct
27 Regulation 5600, Pupil Discipline/Code of Conduct
28

29 C. Comprehensive Equity Plan

- 30
31 1. The approval to authorize Suzanne Gibson, Affirmative Action
32 Officer, to form an Affirmative Action Team to conduct a needs
33 assessment and to develop the Comprehensive Equity Plan for the
34 academic years 2007-2008 through 2009-2010.
35

36 Motion carried by unanimous roll call vote.

37
38 **4. PERSONNEL**

39
40 Motion: (Sorbello/Myers) to approve the following as one, A-C:

- 41
42 A. The approval for the appointment of Laila Bundza as Substitute Teacher
43 for the 2006-2007 school year. Substitute rate will be \$70.00 a day, up to

1 and including ten (10) days. After ten (10) days, the rate increases to
2 \$75.00 a day.
3

4 B. The approval for the appointment of Janice Behring as Substitute Non-
5 Instructional Aide for the 2006-2007 school year. Substitute rate will be
6 \$8.00 per hour.
7

8 C. The approval for the appointment of Janine Harris as Ono-On-One Special
9 Education Aide (for children with the autism spectrum) at Broad Street
10 School for the remainder of the 2006-2007 school year at a prorated
11 salary rate of \$126.07 per day, without benefits, effective January 17,
12 2007.
13

14 Motion carried by unanimous roll call vote.
15

16 **5. CURRICULUM & INSTRUCTION**
17

18 Motion: (Myers/Vernacchio) to approve the following:
19

20 A. Field Trips
21

22 1. The approval of Request for Educational Trip/Transportation for the
23 following:
24

GRADE AND/OR GROUP	DESTINATION/TIME	DATE	ESTIMATED RELATED COST	ESTIMATED TRANSPORTATION COST	TOTAL
Grade 6	University of PA-Museum of Archeology & Anthropology Philadelphia, PA 8:30 am-2:30 pm	03/29/07	\$300.00	Drivers: \$260.00 Lunch: \$ 16.00 Tolls: \$ 9.00	\$585.00
Grade 8	National Constitution Center Philadelphia, PA 8:45 am-2:15 pm	03/30/07	\$403.00	Drivers: \$260.00 Lunch: \$ 16.00 Tolls: \$ 9.00	\$688.00
Grade 5	Academy of Natural Sciences Philadelphia, PA 9:00 am-2:00 pm	05/16/07	\$548.50	Drivers: \$260.00 Lunch: \$ 16.00 Tolls: \$ 9.00	\$833.50
Student Council Grades 5-8	Dutch Apple Dinner Theater Lancaster, PA 8:30 am-5:00 pm	03/16/07	\$396.00 * *Student Council Funds*	Drivers: \$182.00 Tolls: \$ 4.50	\$186.50

25 Motion carried by unanimous roll call vote.
26

27 Motion: (Vernacchio/Sorbello) to approve the following:
28

29 2. The approval to amend the date of Request for Educational
30 Trip/Transportation for the following:
31

GRADE AND /OR GROUP	DESTINATION/TIME	DATE	ESTIMATED RELATED COST	ESTIMATED TRANSPORTATION COST	TOTAL
Grade 1	Adventure Aquarium Camden, NJ 9:00 am-2:15 pm	From: 5/10/07 To: 5/9/07	\$680.00	Driver: \$130.00 Lunch: \$ 8.00	\$818.00

1
2 Motion carried by unanimous roll call vote.

3
4 Motion: (Hall/Myers) to approve the following as one, B1-B2:

5
6 B. Workshops

- 7
8 1. The retroactive approval for the following individual to attend out-of-
9 district workshop.

10

NAME	WORKSHOP TITLE/LOCATION/DATE	COST
Michelle Burgess	Adventure Education Experience Rowan University Glassboro, NJ 1/10/07	\$110.00 Plus substitute Plus mileage

- 11
12 2. The approval for the following individuals to attend out-of-district
13 workshops.

14

NAME	WORKSHOP TITLE/LOCATION/TIME	COST
Jaime Mungo Rabeca Cotton	Inclusion Strategies & Techniques Cherry Hill, NJ 1/25/07	\$185.00 each Plus substitute Plus mileage
Regina Minniti	NJ Pupil Transportation Conference Atlantic City, NJ 03/27-28/07	\$386.91 Plus mileage

15
16 **Roll Call Vote:**

17
18 Frank J. Minniti - Abstained on item B2 for Regina Minniti

19 Yes to all others

20 Robyn Glocker Hammond - Yes to all

21 Lawrence Hall - Yes to all

22 Patrick Lani, Jr. - Yes to all

23 Michael Myers - Yes to all

24 James Sorbello - Yes to all

25 Susan Vernacchio - Yes to all

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

1 C. Out-of-District Placements

- 2
3 1. The retroactive approval for the out-of-district placement for A.L. at
4 KidsPeace National Centers for the 2006-2007 school year,
5 effective December 21, 2006 at a prorated annual rate of
6 \$40,920.00 (\$186.00 per day) as per the attached. (Attachment -
7 EXHIBIT H)

8
9 Motion carried by unanimous roll call vote.

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11 **6. BUSINESS & FINANCE**

12
13 Motion: (Vernacchio/Hall) to approve the following:

14
15 A. Bills Lists

16
17 1. Resolution

- 18
19 a. The approval of the Travel and Related Expense
20 Reimbursement resolution as follows:

21
22 **WHEREAS**, the Greenwich Township Board of Education
23 recognized school staff and Board members will incur travel expenses
24 related to and within the scope of their current responsibilities and for
25 travel that promotes the delivery of instruction or furthers the efficient
26 operation of the school district; and

27
28 **WHEREAS**, N.J.A.C. 6A:23B-1.1 et seq. requires Board members
29 to receive prior approval of these expenses by a majority of the full voting
30 membership of the Board and staff members to receive prior approval of
31 these expenses by the Superintendent of schools and a majority of the
32 full voting membership of the Board; and

33
34 **WHEREAS**, a Board of Education may establish for regular
35 district business travel only as described in NJOMB Circular Letter 06-02,
36 including amendments or revisions thereto, a threshold amount below
37 which Board approval is not required; and

38
39 **WHEREAS**, the Board of Education establishes, for regular district
40 business travel only, an annual school year threshold of \$1,000.00 per
41 staff/Board member where prior Board approval shall not be required
42 unless this annual threshold for a staff/Board member is exceeded in a
43 given school year (July 1 through June 30); and

1 **WHEREAS**, travel and related expenses not in compliance with
2 N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be
3 necessary and unavoidable are excluded from the requirements of
4 N.J.A.C. 6A:23A-1.1 et seq.; and
5

6 **THEREFORE, BE IT FURTHER RESOLVED**, the Board of
7 Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1
8 et seq. as being necessary and unavoidable as per noted on the attached
9 Board of Education Approval of Travel and Related Expense
10 Reimbursement Form; and
11

12 **BE IT FURTHER RESOLVED**, the Board of Education approves
13 the travel and related expense reimbursements as listed on the attached
14 Board of Education Approval of Travel and Related Expense
15 Reimbursement Form.
16

17 Motion carried by unanimous roll call vote.

18
19 Motion: (Glocker Hammond/Vernacchio) to approve the following:
20

- 21 1. The bills as presented by the Board Secretary in the following
22 amounts are ordered paid. (Attachment - EXHIBIT C)
23

P36	\$ 294,135.98
P37	\$ 89,044.75
P38	\$ 320,741.59
P39	\$ 12,187.21
P40	\$ (235.75)
P41	\$ (471.50)
P42	\$ 23,393.59
P43	\$ 3,569.04
P44	\$ 280,795.91

24
25 Motion carried by unanimous roll call vote.
26

27 Motion: (Glocker Hammond/Myers) to approve the following as one, B-E:
28

29 **B. Student Activities Account**
30

- 31 1. The approval of the Student Activities Account Monthly Bank
32 Reconciliation for the months of November 2006 and December
33 2006. (Attachment - EXHIBIT D)
34

1 C. Board Secretary's Report

2
3 1. The acceptance of the Board Secretary's Report for the months of
4 November 2006 and December 2006. (Attachment - EXHIBIT E)

5
6 a. Pursuant to N.J.A.C.6A:23-2.11(c)4, the Greenwich
7 Township Board of Education certifies by a roll call vote that
8 as of November 30, 2006 and December 31, 2006, after
9 review of the Board Secretary's Reports for November 2006
10 and December 2006, and upon consultation with the district
11 officials, to the best of our knowledge no major account or
12 fund has been over expended in violation of
13 N.J.A.C.6A:23:23-2.11(b) and that sufficient funds are
14 available to meet the district's financial obligation for the
15 remainder of the fiscal year.

16
17 D. Treasurer's Report

18
19 1. The approval of the Treasurer's Report in accordance with 18A: 17-
20 36 and 18A: 17-9 for the months of November 2006 and December
21 2006. The Treasurer's Report and Secretary's Report are in
22 agreement for the months of November 2006 and December 2006.
23 (Attachment - EXHIBIT F)

24
25 E. Transfer List

26
27 1. The ratifications of transfers, authorized by the Superintendent, for
28 the months of November 2006 and December 2006, to give
29 balances to new accounts and to balance existing accounts.
30 (Attachment - EXHIBIT G)

31
32 Motion carried by unanimous roll call vote.

33
34 Motion: (Glocker Hammond/Sorbello) to approve the following:

35
36 F. School Board Election

37
38 1. The approval of the Annual School Board Election dates:
39
40 February 26, 2007 - Nominating petitions due in to the
41 Business Office no later than 4:00 p.m.
42
43
44

1 March 7, 2006 - Drawing for ballot position will be held
2 in the Business Office at 3:00 p.m.

3
4 April 17, 2007 - Annual School Election - 4:00 p.m.
5 to 9:00 p.m. in the Nehaunsey Middle
6 School Gymnasium
7

8 Motion carried by unanimous roll call vote.

9
10 Motion: (Glocker Hammond/Hall) to approve the following:

11
12 G. Contracts

- 13
14 1. The retroactive approval with XEROX Corporation on two (2) five-
15 year leases for copiers in the Principal's Office and the Child Study
16 Team office at Nehaunsey Middle School (New Jersey State
17 Contract #A51145). An annual savings of \$2,040.00 was incurred
18 with the purchase of the new units. (Attachment - EXHIBIT I)
19

20 Motion carried by unanimous roll call vote.

21
22 Motion: (Myers/Sorbello) to approve the following:

- 23
24 2. The approval to participate with Gloucester County Audio Visual
25 Aids Commission during the 2007-2008 school year at an
26 assessment of \$4.10 per pupil. This is a \$.05 increase over last
27 year's per pupil assessment.
28

29 Motion carried by unanimous roll call vote.

30
31 Motion: (Hall/Sorbello) to approve the following:

- 32
33 3. The approval for the Greenwich Township Board of Education to
34 transfer its local and long distance phone service to Xtel
35 Communications and also participate in the Alliance for Competitive
36 Telecommunications (ACT) Program. The district expects to incur
37 an annual savings of 5% with the change in services.
38

39 Motion carried by unanimous roll call vote.

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41 **7. USE OF FACILITIES**

42
43 Motion: (Vernacchio/Myers) to approve the following as one, A & B:
44

1 A. The approval for use of the Nehaunsey Middle School gymnasium for the
2 American Red Cross Blood Drive on Wednesday, February 21, 2007 from
3 11:00 a.m. to 9:30 p.m.

4
5 B. The approval for the Gibbstown Soccer Association to use the Nehaunsey
6 Middle School gymnasium and kitchen for a soccer banquet on Sunday,
7 February 25, 2007 from 10:00 a.m. to 6:00 p.m.

8
9 **Both items approved pending completion of required documentation by each
10 requesting body.**

11
12 Motion carried by unanimous roll call vote.

13
14 **8. OLD BUSINESS**

15
16 The district will be sending a letter home to all parents regarding recent proposed
17 legislation which would have Gloucester County Schools participating in a
18 consolidation of schools. The proposed bills are A-8 and S-7.

19
20 **9. NEW BUSINESS**

21
22 None at this time.

23
24 **10. CORRESPONDENCE**

25
26 None at this time.

27
28 **11. BOARD OF EDUCATION COMMITTEE REPORTS**

29
30 The Curriculum Committee met this evening, before the regular meeting, and
31 further discussions will be taking place on curriculum revision.

32
33 **12. PUBLIC-AGENDA/NON-AGENDA ITEMS**

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

40 No public comment at this time.
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13. ADJOURNMENT

Motion: (Hall/Sorbello) to adjourn the meeting at 9:04 p.m.

Motion carried by unanimous voice vote.

Respectfully Submitted,

Scott A. Campbell, Board Secretary