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OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held **Monday, March 26, 2018** in the Nehaunsey Middle School library.

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

Roll Call:

<input checked="" type="checkbox"/> Mrs. Roseanne Lombardo School Board President	Curriculum/Technology Committee Buildings & Grounds Committee Personnel & Public Relations Delegate Gloucester County/State Board Association
<input checked="" type="checkbox"/> Mr. Andrew Chapkowski School Board Vice-President	(Chair) Buildings & Grounds Committee Curriculum & Technology Committee Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. John Hughes Arrived at 7:02 p.m.	Paulsboro Board of Education Representative Negotiations Committee Policy & Regulations Committee Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. Chad Kent	(Chair) Curriculum/Technology Committee Budget & Finance Committee Policy & Regulations Committee Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. Gerald Michael, Jr.	(Chair) Negotiations Committee Budget & Finance Committee Personnel & Public Relations
<input checked="" type="checkbox"/> Mr. Duane Sarmiento	(Chair) Policy & Regulations Committee Buildings & Grounds Committee Personnel & Public Relations
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio	(Chair) Budget & Finance Committee Negotiations Committee Personnel & Public Relations Alternate Delegate to the Gloucester County/State Board Association

Quorum **YES**

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12 Also present were Mr. Scott A. Campbell, School Business Administrator/Board
13 Secretary and Dr. Jennifer Foley-Hindman, Chief School Administrator.

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15 As required under the guidelines of the Open Public Meeting Law, notice of this meeting
16 was sent to **The Courier Post**, and **The Township Clerk**. It was also posted in the
17 Greenwich Township School Buildings. (Optional: Videotaping Regulations – “The
18 proceedings of this meeting are being videotaped and anyone wishing to discuss an
19 individual child should so note.”)

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21 **FLAG SALUTE**
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1 **1. MINUTES**

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3 Motion: (Michael/Kent) to approve the minutes:

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5 February 12, 2018 – Regular Meeting

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7 **Roll Call Vote:**

- 8 Roseanne Lombardo – Yes
- 9 Andrew Chapkowski – Yes
- 10 Chad Kent – Yes
- 11 Gerald Michael – Yes
- 12 Duane Sarmiento - Abstained
- 13 Susan Vernacchio - Yes

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16 **2. ADMINISTRATIVE/PRINCIPAL REPORTS**

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18 Motion: (Kent/Michael) to approve the following as one, A-C:

19
20 A. **School Health Services**

- 21
- 22 1. School Health Services report as of **February 28, 2018** for Broad
- 23 Street School. (Attachment)
- 24
- 25 2. School Health Services report as of **February 28, 2018** for
- 26 Nehaunsey Middle School. (Attachment)
- 27

28 B. **Monthly Attendance, Enrollment, Drills and Monthly Overview:**

MONTHLY ATTENDANCE – FEBRUARY 2018	
Broad Street School	93.5%
Nehaunsey Middle School	92.1%

BROAD STREET SCHOOL ENROLLMENT – FEBRUARY 2018	
Grade PSD	Total: 11
Grade K	Total: 47
Grade 1	Total: 49
Grade 2	Total: 42
Grade 3	Total: 49
Grade 4	Total: 53
Grade 5	Total: 47
TOTAL ENROLLMENT: 298	

NEHAUNSEY MIDDLE SCHOOL – FEBRUARY 2018	
Grade 6	Total: 54
Grade 7	Total: 33
Grade 8	Total: 49
TOTAL ENROLLMENT: 136	

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DRILLS – FEBRUARY 2018				
Date	Time/Location	Duration	Action/Drill	Weather Conditions
February 2, 2018	NMS/11:31 a.m.	14 minutes	Routine Fire Drill	Cold & Cloudy
February 12, 2018	BSS/12:40 p.m.	10 minutes	Un-announced Lockdown Drill	Warm & Cloudy
February 12, 2018	NMS/10:30 a.m.	8 minutes	Un-announced Lockdown Drill	Warm & Cloudy
February 26, 2018	BSS/9:48 a.m.	3 minutes	Routine Fire Drill	Cloudy & Cool
*NMS/Nehaunsey Middle School *BSS/Broad Street School				

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MONTHLY EVENT OVERVIEW – FEBRUARY 2018		
Date	Event	Location
February 5-9, 2018	Jump Rope for Health	Both
February 7, 2018	“Decisions Determine Destiny” Speaker	NMS
February 12, 2018	Un-announced Active Shooter Drill with Department of Education & County Prosecutor	Both
February 16, 2018	PTA Sweetheart Dance	BSS

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C. Student Discipline, Violence/Vandalism and HIB

1. The approval of the Student Discipline, Violence/Vandalism and HIB as of **February 28, 2018**:

Infractions Referrals Reports	Number of Incidents February 2018		2017-2018 Total-to-Date	
	BSS	NMS	BSS	NMS
Dating Violence	0	0	0	0
Detention After School	0	4	0	10
Harassment, Intimidation or Bullying	0	0	5	3
Lunch Detention	9	0	30	0
Out-School-Suspensions (OSS)	2	0	6	6
Restricted Study	0	1	0	4
Violence, Vandalism, Substance Abuse	0	0	0	0

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2. Completed Investigation Reports as of February 28, 2018:

Case Number	Date of Initial Report	Date Reported to Superintendent	Result of Investigation
0	0	0	0

Duane Sarmiento asked about the 144 illnesses and what does that entail? Dr. Jennifer Foley-Hindman said it is students that go to the nurse for an actual illness; not for a bruise or scraped knee.

Motion carried by unanimous voice vote.

3. SUPERINTENDENT RECOMMENDATIONS

Motion: (Chapkowski/Vernacchio) to approve the following as one, A-F:

- A. The approval for Parental FMLA request from Michael Snyder, Teacher at Nehaunsey Middle School, starting approximately April 9, 2018 to April 20, 2018. Mr. Snyder will be utilizing 10 personal days, as per FMLA, District Policy and the GTEA Agreement. (Attachment)
- B. The appointment of Stephania Tomaszewski, Teacher at Nehaunsey Middle School, as graphic designer for the April 2018 edition of the Greenwich Gazette, at a rate of \$30.00 per hour not to exceed \$300.00, for the 2017-2018 school year.
- C. The approval to appoint Donna Elliot as Substitute Secretary and Substitute Cafeteria/Lunchroom Aide at the rates below as needed for the 2017-2018 school year. All appropriate paperwork for hire has been obtained.

Substitute Secretary	\$12.00
Substitute Cafeteria/Lunchroom Aide	\$ 9.00
- D. The approval to appoint Phyllis Bergin as Substitute Secretary, \$12.00 per hour, as needed for the 2017-2018 school year, pending all required documents for hire including updated Criminal History clearance have been obtained.
- E. The approval for Maureen Jenzano, Speech-Language Specialist, to utilize a 4th personal day during the 2017-2018 school year. (Attachment)
- F. The approval to appoint Cynde Kline, current substitute custodian, to permanent Part-Time Custodian for Broad Street School. All hire

documents are up-to-date and this would be effective March 27, 2018, at a rate of \$11.00 per hour for the remaining 2017-2018 school year.

Motion carried by unanimous voice vote.

4. CURRICULUM & INSTRUCTION

Motion: (Lombardo/Kent) to approve the following as one, A & B:

A. Field Trips

1. The approval of the following Field Trips:

Grade and/or Group	Destination	Date	Estimated Related Cost Including Transportation
6 th Grade/ELA	Renaissance Faire Bordentown, NJ	5/31/18	\$1,941.00
Pre-School Disabled	Linvilla Orchards Media, PA	5/31/18	\$502.50
8 th Grade	Washington D.C.	6/1/18	\$5,403.50
7 th Grade/ELA/Resource	Gloucester County Library Seeing Eye Puppies	4/27/18 5/18/18	\$-0-
7 th Grade	Barrier Beach Ecology Program	5/24/18	\$1,190.00

B. Workshops

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

Name/Position	Workshop, Location, Time	Date	Cost
Gerardo Batista Interim Supervisor of Buildings & Grounds	ESCNJ 2018 Expo Atlantic City, NJ 9:00 a.m. – 3:00 p.m.	5/23/18	\$-0- Plus Mileage
Michael Beukers Custodian/Maintenance	ESCNJ 2018 Expo Atlantic City, NJ 9:00 a.m. – 3:00 p.m.	5/23/18	\$-0- Plus Mileage
Stacy Anuszewski NMS Teacher	Reading Like a Detective Camden County College 8:30 a.m. – 1:30 p.m.	4/20/18	\$149.00 Plus Mileage Plus Substitute
Daniel Giorgianni Guidance Counselor	Human Trafficking- Youth at Risk Rowan College 8:00 a.m. – 3:00 p.m.	4/11/18	\$-0- Plus Mileage
John Tirico	School Safety Specialist	6/25/18	\$-0-

CST Director	Certification Training Robbinsville, NJ 8:30 a.m. – 4:00 p.m.	6/26/18 6/27/18 6/28/18	Plus Mileage
Sharon Gomez-Salvatore NMS Teacher	Next Generation Science Standards: Strategies and Best New Tools Cherry Hill, NJ 8:30 a.m. – 3:15 p.m.	5/23/18	\$259.00 Plus Mileage Plus Substitute

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Motion carried by unanimous voice vote.

5. BUDGET & FINANCE

Motion: (Kent/Michael) to approve the following as one, A-D:

- A. The approval to renew the food service management contract with Nutri-Serve Food Management, Inc., at a flat fee of \$16,197.50 for the 2018-2019 school year. (Attachment)
- B. The approval of Non-public Technology and Textbook Contract between Gloucester County Special Services School District and Greenwich Township School District for the 2018-2019 school year. (Attachment)
- C. The approval to adopt the attached resolution between Greenwich Township School District and Alliance for Competitive Energy Services (ACES) to purchase Electric Generation Services. (Attachment)
- D. The approval to adopt the attached resolution between Greenwich Township School District and Alliance for Competitive Energy Services (ACES) to purchase Natural Gas Services. (Attachment)

Andrew Chapkowski asked about the electric and gas resolution and wanted to know if the rates are set in stone; are we locked in for a number of years?

Scott Campbell responded that we are locked in for a term period until 2023.

Motion carried by unanimous voice vote.

6. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR
BOARD SECRETARY

Motion: (Sarmiento/Chapkowski) to approve the following as one, A-G:

- A. Bills Lists
 - 1. The bills as presented by the Business Administrator in the following amounts are ordered paid. (Attachment)

1 **2018.** The Treasurer’s Report and the Secretary’s Report are in
2 agreement for the months of **January 2018** and **February 2018.**

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4 E. Revenue Certification

- 5
6 1. The Board Secretary in accordance with *N.J.A.C. 6A:23A-16.10(c)2*
7 certifies that there are no changes in anticipated revenue amounts
8 or revenue sources.

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10 F. Board of Education Certification

- 11
12 1. The approval of the Board of Education certification for the month
13 of **January, 2018** and **February 2018**, that after review of the
14 Secretary’s monthly financial reports and upon consultation with the
15 appropriate district officials, that to the best of its knowledge no
16 major accounts or funds have been over expended in violation of
17 *N.J.A.C. 6A:23A-16.10(c)4* and that sufficient funds are available to
18 meet the district’s financial obligations for the remainder of the year.

19
20 G. Transfer List

- 21
22 1. The ratification of transfers, authorized by the Superintendent, for
23 the months of **January 2018** and **February 2018**, to give balances
24 to new accounts and to balance existing accounts. (Attachment)

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26 Motion carried by unanimous voice vote.

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28 **7. BUILDINGS & GROUNDS**

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

- 31
32 A. The *retroactive* approval of request from the Gibbstown Recreation
33 Committee to use the Broad Street School gymnasium for the township
34 Easter Egg Hunt on March 24, 2018 (alternate date – March 31, 2018).
35
36 B. The approval of request from Steve Wehrle, BSS Physical Education
37 Teacher, to use the Broad Street School gymnasium for Family Fitness
38 Night/Art Show on March 27, 2018 from 6:00p.m. – 7:00 p.m.
39
40 C. The approval of request from the PTA to use the Broad Street School PTA
41 room to run the book fair daily on April 6 through April 16, 2018 from 8:30
42 a.m. – 2:00 p.m.

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44 Motion carried by unanimous voice vote.
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1 **8. COMMITTEE REPORTS**

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3 *Susan Vernacchio* said the Budget & Finance Committee met and went over the
4 items for the upcoming school year. She stated the numbers look very good.
5 The state aid came in nicely for us and the ratables have decreased by
6 approximately \$300,000.00. The hot item this year is school security.
7

8 **9. OLD BUSINESS**

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10 No old business at this time.

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12 **10. NEW BUSINESS**

13
14 *Scott Campbell* discussed with the board snow removal and payment to
15 part-time custodial personal for the additional work. Discussion will continue
16 at the April meeting.
17

18 **11. CORRESPONDENCE**

19
20 No correspondence at this time.
21

22 **12. PUBLIC – AGENDA/NON-AGENDA ITEMS**

23
24 This is the time when anyone from the public who wishes to speak to the Board
25 may do so. Please state your name, address and phone number. The Board will
26 hear your concerns. The Board may or may not take action this evening. You
27 will be notified either at this meeting, by letter or telephone of any action that
28 Board does take.
29

30 In accordance with Board policy and procedures, speakers are not permitted to
31 publicly speak of personal issues involving school personnel, or against any
32 person connected to the school system. Any such concern should be presented
33 to the school or district-level administration so that a proper response may be
34 given.
35

36 *Bill Mauer*, 183 Harmony Road, Gibbstown, NJ, asked if there is going to be an
37 armed police officer at each school? *Dr. Jennifer Foley-Hindman* responded
38 that that decision will be discussed this evening along with other security
39 measures. *Duane Sarmiento* added that the district is looking to hire a retired
40 Class III police officer.
41

42 *Jamie Weber*, 55 Casperson Street, Gibbstown, NJ asked why the district would
43 choose a retired Class III officer instead of an active police officer? *Dr. Foley-*
44 *Hindman* replied that she and other administrators have met with Chief
45 *Giorgianni* of the Gibbstown Police Department and if the board does decide on

1 this plan of action, the Class III is the best option as they are a liaison to the
2 police department. **Mr. Sarmiento** also stated that those Class III officers have
3 to attend the same “school resource officer (SRO)” training as an active police
4 officer. **Scott Campbell** said that by placing a Class III officer at each building,
5 this will free up their active police officers to be policing the streets. They won’t
6 have to be over here checking doors as they do now.
7

8 **Shenna Frame**, 126 East Broad Street, Gibbstown, NJ asked if the officer will be
9 in an office watching surveillance video or actually walking around the school?
10 **Dr. Foley-Hindman** said they will not be in an office—they will be monitoring
11 high traffic areas around the school.
12

13 **Merle Craig**, 126 East Broad Street, Gibbstown, NJ feels the district is missing
14 an opportunity by hiring a Class III officer. Kids need to see the police and get to
15 know them so they can feel secure and comfortable approaching them if need
16 be. Mr. Sarmiento said the Class III officer will be in uniform and the children will
17 not know the difference between an active officer or a Class III officer.
18

19 **Rebecca Marks**, 760 East Broad Street, Gibbstown, NJ said she has a daughter
20 in 6th grade who is afraid of what could happen while she is at school. She feels
21 the officer should make their presence known to calm the fears of the students
22 who are afraid.
23

24 **Kristy Featherer**, 139 Marshall Avenue, Gibbstown, NJ said she is impressed
25 with the school board and appreciates their interests and concerns for our
26 children—they put them as a top priority.
27

28 **12. EXECUTIVE SESSION**

29 Pursuant to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-
30 6, et seq., which provides that an Executive Session, not open to the public, may
31 be held for certain specified purposes when authorized by Resolution. The
32 Board of Education for Greenwich Township, assembled in public session on
33 **March 26, 2018**, hereby resolves that an Executive Session closed to the public
34 shall be held on **March 26, 2018** at **7:25** p.m. in the Nehaunsey Middle School
35 library, located at 415 Swedesboro Road, Gibbstown, New Jersey, for discussion
36 of certain matters which relate to items authorized by Open Public Meetings Act,
37 (N.J.S.A. 10:4-12b) to be discussed in closed session.
38
39

40 Motion: (Vernacchio/Michael) to enter into Executive Session at 7:25 p.m.
41 to discuss the following:
42

<input type="checkbox"/>	Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:
<input checked="" type="checkbox"/>	Matters in which the release of information would impair the right to receive government funds, and

	specifically: Discussion of 2018-2019 School State Aid
<input type="checkbox"/>	Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically:
<input type="checkbox"/>	Matters concerning negotiations, and specifically
<input type="checkbox"/>	Matters involving the purchase of real property and/or the investment of public funds, and specifically
<input type="checkbox"/>	Matters involving the real tactics and techniques utilized in protecting the safety and property of the public, and specifically
<input type="checkbox"/>	Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically
<input checked="" type="checkbox"/>	Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically
<input type="checkbox"/>	Matters involving quasi-judicial deliberations, and specifically

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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: (Lombardo/Kent) to adjourn the Executive Session and return to the Regular Meeting at 8:02 p.m.

13. BUDGET & FINANCE

Motion: (Sarmiento/Hughes) to approve the following resolution:

ADOPTION OF THE TENTATIVE BUDGET 2018-2019

BE IT RESOLVED that the tentative budget for the Greenwich Township Board of Education be approved for the 2018-2019 School Year using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	General Fund	Special Revenues	Debt Service	Total
2018-2019 Total Expenditures	\$12,020,096.00	\$323,827.00	\$-0-	\$12,343,923.00
Less: Anticipated Revenues	\$1,729,423.00	\$323,827.00	\$-0-	\$2,053,250.00
Taxes to be Raised	\$10,290,673.00	\$-0-	\$-0-	\$10,290,673.00

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And to advertise said tentative budget in the Courier Post in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held in the Nehaunsey Middle School Library, on April 30, 2018 at 6:30 p.m.

1 for the purpose of conducting a public hearing on the budget for the 2018-2019
2 School Year.

3
4 **BE IT RESOLVED**, that the Greenwich Township
5 Board of Education requests the approval of a capital reserve deposit in the
6 amount of \$25,000.00. The district intends to utilize these funds for future
7 projects identified in its Long-Range Facility Plan.

8
9 **ALSO, BE IT RESOLVED**, that the Greenwich
10 Township Board of Education requests the approval of a maintenance reserve
11 deposit in the amount of \$25,000.00.

12
13 **WHEREAS**, the Greenwich Township Board of
14 Educaiton recognized school staff and Board members will incur travel expenses
15 related to and within the scope of their current responsibilities and for travel that
16 promotes the delivery of instruction or furthers the efficient operation of the
17 school district; and

18
19 **WHEREAS**, *N.J.A.C. 6A:23B-1.1 et seq.* requires
20 Board members to receive approval of these expenses by a majority of the full
21 voting membership of the Board and staff members to receive prior approval of
22 these expenses bty the Superintendent of Schools and a majority of the full
23 voting membership of the Board; and

24
25 **WHEREAS**, a Board of Education may establish, for
26 regular district business travel only, an annual school year threshold of \$150.00
27 per staff member where prior board approval shall not be required unless this
28 annual threshold for a staff member is exceeded in a given year (July 1 through
29 June 30); and

30
31 **WHEREAS**, travel and related expenses not in
32 compliance with *N.J.A.C. 6A:23B-1.1 et seq.*, but deemed by the Board of
33 Education to be necessary and unavoidable as noted on the approved Board of
34 Education Out-of-District Travel and Reimbursement Forms.

35
36 **NOW, THEREFORE, BE IT RESOLVED**, the Board
37 of Education approves all travel not in compliance with *N.J.A.C. 6A:23B-1.1 et*
38 *seq.* as being necessary and unavoidable as noted on the approved Board of
39 Education Out-of-District Travel and Reimbursement Forms; and

40
41 **BE IT FURTHER RESOLVED**, the Board of
42 Education approves travel and related expense reimbursements in accordance
43 with *N.J.A.C. 6A:23B-1.2(b)*, to a maximum expenditure of \$1,000.00 for all staff
44 and board members.

1 Motion carried by unanimous voice vote.

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3 **14. ADJOURNMENT**

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5 Motion: (Hughes/Michael) to adjourn the meeting at 8:04 p.m.

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7 Motion carried by unanimous voice vote.

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12 Respectfully Submitted,

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16 _____
17 Scott A. Campbell, Board Secretary

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19 ***Next Board of Education Reorganization/Regular Meeting is scheduled for*
20 *Monday, April 9, 2018 at 6:30 p.m. ***
21