

**BOARD OF EDUCATION  
OF THE  
WOODSTOWN-PILESGROVE REGIONAL SCHOOL DISTRICT**

**REGULAR BOARD MEETING**

**September 27, 2012**

**7:00 p.m.**

**Mary S. Shoemaker Library**

**I. CALL TO ORDER**

- A. Flag Salute.
- B. Reading of Statement of Notice:

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Woodstown-Pilesgrove Regional Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Today's Sunbeam, Elmer Times, Borough of Woodstown Municipal Hall, Township of Pilesgrove Municipal Hall, general offices and faculty rooms of the district's three schools, the school district's central office, and with the Borough of Woodstown Clerk and the Township of Pilesgrove Clerk.

- C. Roll Call.

**II. SWEARING IN OF NEW BOARD MEMBER**

- A. Mr. Frank A. Rizzo, Board Secretary, will administer the oath of office to newly appointed Upper Pittsgrove Township Board Member, Veronica Merriel.

**III. RECESS INTO EXECUTIVE SESSION**

The Open Public Meetings Act allows the Board to enter into executive session for confidential matters (N.J.S.A. 10:4-12b). Matters discussed in executive session will remain confidential until such time as the need for confidentiality no longer exists.

- \* 1. Motion that the Board of Education enter into executive session, by resolution, for personnel. It is expected that the executive session will last approximately ten minutes. The Board will reconvene in open public session immediately following. Formal action may or may not be taken as a result of the executive session.

#### **IV. RESUMPTION OF PUBLIC PORTION OF THE MEETING**

#### **V. ACTION, IF ANY**

#### **VI. APPROVAL OF MINUTES**

\*A. Motion to approve the following minutes:

1. August 23, 2012.

#### **VII. FINANCIAL REPORTS**

A. Board Secretary Report:

1. Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, I certify that as of July 31, 2012, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Woodstown-Pilesgrove Regional Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-16.10 (a)1.

B. Treasurer of School Funds Report:

1. The July 30, 2012, preliminary Report of the Treasurer of School Funds for the 2012-2013 school year is in agreement with the July 31, 2012, preliminary Report of the Board Secretary, pending audit.

C. Certification:

- \*1. Motion, pursuant to N.J.A.C. 6A:23A-16.10 (c)4, that the Woodstown-Pilesgrove Regional Board of Education certifies that as of September 27, 2012, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

\*D. Motion to approve the transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of July 2012.

\*E. Motion to approve additional hand check payments for July 2012 and payment list for the month of September 2012.

\*F. Motion to approve voiding check #51728 dated 4/26/12, payable to Alternatives Unlimited in the amount of \$847.50, issued under P.O. #1277-12 due to check lost in the mail. Check will be reissued under check #52501.

\*G. Motion to accept the following reports:

1. Student Activities Account and Athletic Account for the month of August 2012.
2. Scholarships for the month of August 2012.

H. Motion to accept Woodstown Community School report for the month of August 2012.

## **VIII. AUDIENCE PARTICIPATION**

### **IX. COMMITTEE REPORTS AND RECOMMENDATIONS**

A. Educational Programs – Mrs. Eileen Miller, Chairperson

\* 1. Motion to approve the following items:

- a. High School field trips as attached.
- b. Parental request for student (NJSMART #7589337295) to maintain enrollment during the 2012-2013 school year as in accordance with Board Policy #5118.
- c. Acceptance of district Harassment, Intimidation and Bullying report dated September 2012, and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

2. Motion to approve the following items (voting not applicable to sending district representatives):

- a. Middle School and Shoemaker School field trips as attached.
- b. Request of Christine Carpenter, Shoemaker School teacher, to permit the enrollment of her two sons in the Woodstown Middle School (grades 5 and 8) for the 2012-2013 school year in accordance with Board Policy #5118, at an administrative fee of \$5,634.00 per child.
- c. Memorandum of Agreement Between Salem County Inter Agency Council and Woodstown-Piles Grove Regional School District effective January 1, 2012, through December 31, 2012 as per attached.

B. Policy

\* 1. Motion to approve the following policy for first reading:

- a. Policy #1200.1 – School Volunteers (New).

\* 2. Motion to adopt the following policy on second reading:

- a. Policy #Policy #3281 – Corporate Sponsorship in School (New).

- \* 3. Motion to waive first reading and approve for second reading and final adoption of the following policy:

- a. Policy #5142.2 – Personal Restraint/Crisis Management (New).

C. Personnel – Mr. George Rey, Chairperson

- \* 1. Motion to appoint Suzanne Keller as a full-time paraprofessional at the High School effective October 1, 2012, through June 30, 2013, at Step 1 (\$18,300.00), prorated.

- \* 2. Motion to approve the following items:

- a. Maternity leave of absence request of Lisa Blaney, High School English teacher, effective March 4, 2013, through June 30, 2013, as per the attached. Mrs. Blaney will be using her sick days followed by the 12-week leave of absence as allowed under the Family Medical Leave Act.
  - b. Approval of payment of 7<sup>th</sup> period stipends to High School staff members as per the attached.
  - c. Approval of 2012-2013 mentor as attached.
  - d. Appointment of Gayle Remster as a High School Technology Mentor for the 2012-2013 school year as per the attached.
  - e. Appointment of Carol Cipolla as Chemistry Club Advisor for the 2012-2013 school year (a position for which there is no stipend) as per the attached.
  - f. High School volunteers as attached.
  - g. Professional development requests as follows:
    - 1. Allison Pessolano to complete the “Law, Ethics, and Governance for All Leaders – Legal One” online training. NOTE: The administrative team was approved for this at the July 26, 2012 meeting.
    - 2. Kim Kienzle to attend the Handle with Care Instructor Certification Program on October 22-25, 2012, in Vineland.
    - 3. Christopher Snyder to attend the NJPSA/FEA/NJASCD Fall Conference on October 18-19, 2012, in Monroe Township.
    - 4. Jessica Nowak to attend the Best New Strategies for Using iPads, etc. as sponsored by the Bureau of Education & Research on November 30, 2012, in Cherry Hill.
    - 5. Lori Raggio to attend the Hanging by a Thread: Weaving Words of Understanding workshop on October 1-2, 2012, in New Brunswick.
  - h. Annual Update to Uniform State Memorandum of Agreement as attached. (NOTE: There are no changes to this agreement from last year's agreement.)
  - i. Addition of Patricia Hatton-Jamison to the 2012-2013 district substitute list retroactively to September 1, 2012. NOTE: Mrs. Jamison had been appointed as a substitute teacher during her 2012-2013 leave of absence, but was inadvertently not added to the permanent list upon her resignation effective June 30, 2012.

- j. Addition of the following to the 2012-2013 district substitute list effective September 28, 2012:
  - 1. Mercedes Evans – substitute teacher.
  - 2. Autumn Griscom – clerical substitute.
  - 3. Leevon Lacy – substitute teacher and substitute instructional assistant.
  - 4. Jennifer McCracken – substitute teacher and substitute instructional assistant.
  - 5. Kristen Sanders – substitute teacher and substitute instructional assistant.
  - 6. Jamie Sweeney – substitute teacher.
  
- 3. Motion to appoint the following full-time paraprofessionals at the Shoemaker School (voting not applicable to sending district representatives):
  - a. Change in employment status of Kimberly Altiery from part-time to full-time paraprofessional effective September 28, 2012, through June 30, 2013.
  - b. Appointment of Ryan McNally as a full-time paraprofessional effective September 28, 2012, through June 30, 2013, at Step 1 (\$18,300.00), prorated.
  
- 4. Motion to approve the following items (voting not applicable to sending district representatives):
  - a. Acknowledgement of return to work date of Janice McGrath, Shoemaker School teacher, effective September 4, 2012.
  - b. Approval of 2012-2013 mentor as attached.
  - c. Appointment of Patricia Foster as Pre-Kindergarten Academic Team Leader for the 2012-2013 school year as per the attached.
  - d. Approval of compensation for the following:
    - 1. Mentor Training Participants.
    - 2. School-wide Planning Participants.
  - e. Volunteers for the Middle School and Shoemaker School as attached.
  - f. Professional development request as follows:
    - 1. Destiny Leoni to attend the Elementary STEM Project workshop on October 12, 2012, at Rowan University.
  - g. Change in salary placement of Marianne Wurmbach from Paraprofessional classification, Step 6 (\$19,687.00) to Step 8 (\$20,854.00), effective October 1, 2012, through June 30, 2013. This motion is being approved with the understanding that it does not set a precedent.

D. Finance/Facilities/Transportation – Mrs. Debbie Duffield, Chairperson Attachment

- \* 1. Motion to approve the following items:

- a. Contract with Salem County Special Services School District for placement of High School student (NJSMART #8810924263) at Regional Day School in the amount of \$30,700.00 for the 2012-2013 school year.
  - b. Contract with Salem County Special Services School District for placement of High School students (NJSMART #2964116154, #7604011960, #8588467160, and #2817194385) at the Alternative High School in the amount of \$18,216.00 per student for the 2012-2013 school year.
  - c. Contract with Salem County Special Services School District for placement of High School student (NJSMART #7332120163) at the Daretown campus in the amount of \$34,440.00 for the 2012-2013 school year.
  - d. Contract with Y.A.L.E. School Inc. for placement of High School student (NJSMART #7354205712) in the amount of \$44,850.60 for the 2012-2013 school year.
  - e. Contract with Wave Maker 4 for the Woodstown High School Swim Team practices in the amount of \$6,776.00 for the 2012-2013 school year.
  - f. Approval of Title I and Title IIA Instructors for the 2012-2013 school year.
  - g. Contract with Alternatives Unlimited for homebound instruction services for the 2012-2013 school year.
  - h. Establishment of the “Harry R. DuBois, Memorial Ag Scholarship”.
  - i. New Jersey School Boards Association Internet Policy Services and License Agreement in the amount of \$2,500.00 for a term of one year upon signing of the agreement.
  - j. Declare the following items as surplus and to direct the business administrator to offer same for public sale or dispose of the property, whichever is appropriate: - The committee reviewed and recommends approval of the following items:
    1. High/Middle School Cafeteria Freezer – Asset #00064.
    2. High/Middle School Cafeteria Salad Bar – Asset #00055.
    3. High/Middle School Cafeteria Salad Bar – Asset #00056.
  - k. Woodstown High School soccer scoreboard as per the attached drawing. (NOTE: At the April 26, 2012, meeting, the Board of Education accepted a donation from Papa Luigi Pizzeria to be applied toward the total cost of this scoreboard.)
2. Motion to approve the following items (voting not applicable to sending district representatives):
- a. Contract with Salem County Special Services School District for placement of Middle School student (NJSMART #6281918325) at Regional Day School in the amount \$30,700.00 for the 2012-2013 school year.

- b. Contract with Salem County Special Services School District for placement of Middle School student (NJSMART #1709115870) and Mary Shoemaker School student (NJSMART #7953684545) at the Daretown campus in the amount of \$34,440.00 per student for the 2012-2013 school year.
- c. Donations received as follows:
  - 1. Mary Shoemaker School in the amount of \$150.00 from Frank Hughes.
  - 2. Woodstown Middle School in the amount of \$122.68 from Target to the Educational Climate account.

## **X. OLD BUSINESS ITEMS**

## **XI. NEW BUSINESS ITEMS**

### **A. Board Goals Action Plan.**

- 1. Motion to approve the 2012-2013 Board Goals Action Plan as attached.

## **XII. OTHER REPORTS**

### **A. Verbal**

- 1. President – Mr. Chapman Vail.
- 2. Superintendent – Mr. Thomas A. Coleman, Jr.
- 3. Business Administrator – Mr. Frank A. Rizzo

## **XIII. ADMINISTRATIVE REPORTS**

## **XIV. SENDING DISTRICT REPORTS**

### **A. Alloway – Mr. Richard Morris.**

### **B. Upper Pittsgrove – Mr. Daniel Belisario.**

## **XV. SCHOOL AGE CHILD CARE (SACC) REPORT – Mrs. Eileen Miller**

## **XVI. DELEGATE REPORT**

### **A. Mrs. Eileen Miller.**

### **B. Mrs. Debbie Duffield – Alternate.**

## **XVII. FUTURE MEETINGS**

- A. October 16, 2012 – Policy Committee, 5:30 p.m., district office.
- B. October 16, 2012 – Finance/Facilities Committee, 6:30 p.m., district office.
- C. October 18, 2012 – Personnel Committee, 5:30 p.m., district office.
- D. October 18, 2012 – Ed Programs Committee, 6:30 p.m., district office.
- E. October 25, 2012 – Regular Board Meeting, 7:00 p.m., Mary Shoemaker School Library.

## **XVIII. IMPORTANT DATES**

- A. October 23-25, 2012 – NJSBA/NJASA/NJASBO Annual Fall Workshop, Atlantic City.

## **XIX. COMMUNICATIONS**

### **XX. RECESS INTO EXECUTIVE SESSION**

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### **XXI. RESUMPTION OF PUBLIC PORTION OF THE MEETING**

### **XXII. ACTION, IF ANY**

### **XXIII. ADJOURNMENT**

**\* Voting applicable to sending district representatives.**