

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PIESGROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, OCTOBER 27, 2011 AT THE MARY SHOEMAKER SCHOOL LIBRARY AT 7:00 P.M.

CALL TO ORDER Mr. Vail, President, called the meeting to order at 7:00 p.m.

FLAG SALUTE Mr. Vail then led the group in the pledge of allegiance to the flag.

Mr. Vail, read the New Jersey Open Public Meetings Law. Notice of this meeting was 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.

ROLL CALL The following members answered roll call: Mr. Crouch (arrived at 8:44 p.m.), Mrs. Duffield, Mr. Frazier (arrived at 7:45 p.m.), Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail.

Members absent: Mr. Belisario.

Also in attendance: Mr. Thomas A. Coleman, Jr., Superintendent of Schools and Mrs. Deborah Lake, Acting Board Secretary. Mr. Frank A. Rizzo, School Business Administrator/Board Secretary arrived at 7:55 p.m.

Administrators in attendance: Dr. Hoopes, Ms. Cioffi, Mrs. Braxton and Ms. Martinez.

STAFF/STUDENT RECOGNITIONS STAFF/STUDENT RECOGNITIONS

Ms. Cioffi, Mary Shoemaker School Principal, introduced Young Wolverines of the Month for September: Katte Barriga and Jack Prendergast and for the month of October: Mackenzie Rattigan and Aiden Peterkin.

Dr. Hoopes, High School Principal, introduced Wolverines of the Month for September: Jordan Kugler and Connor Bestwick and for the month of October: Julia Feindt and Leroy Stanford.

PRESENTATION PRESENTATIONS

Mr. Chris Snyder, High School Vice Principal, gave a PowerPoint presentation on Safe School Week.

Mrs. Patricia Braxton, Curriculum Director, gave a PowerPoint presentation on Test Data.

Mr. Frazier arrived at 7:45 p.m.

MINUTES APPROVAL OF MINUTES

Motion by Mr. Rey seconded by Mr. Jacobucci, and carried 7-1-1 to approve the following minutes and executive minutes:

September 22, 2011

Roll Call: ayes: (7) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mrs. Miller, Mr. Morris, Mr. Painter, and Mr. Rey; nays: (1) Mr. Leathers; abstentions: (1) Mr. Vail

FINANCIAL REPORTS FINANCIAL REPORTS

Motion by Mr. Jacobucci, seconded by Mr. Painter, and carried 9-0-0 by roll call to approve the following Business Administrators recommendations:

Pursuant to N.J.A.C. 6A:23-16.10(c)3, I certify that as of August 31, 2011, 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. (see Board Minutes Financial Back-up Binder)

Board Secretary

Date

The August 31, 2011 preliminary Report of the Treasurer of School Funds for the 2011-2012 school year is in agreement with the August 31, 2011 preliminary Report of the Board Secretary, pending audit. (see Board Minutes Financial Back-up Binder)

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Woodstown-Pilesgrove Board of Education certifies that as of October 27, 2011, 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.

Roll Call: ayes: (9) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mrs. Miller, seconded by Mr. Jacobucci, and carried 9-0 to approve the transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of August 2011. (see Board Minutes Financial Back-up Binder)

Motion by Mr. Rey, seconded by Mr. Painter, and carried 9-0-0 by roll call to approve the additional hand check payments for August 2011 and payment list for the month of October 2011. (see Board Minutes Financial Back-up Binder)

Roll Call: ayes: (9) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mrs. Duffield, seconded by Mrs. Miller, and carried 9-0 to approve voiding the following check: Check #50705 dated 8/25/11, payable to Trump Plaza in the amount of \$855.00, issued under P.O. #322-12 due to reservation cancellation. Check will be reissued under check #50877 in the amount of \$665.00.

Motion by Mrs. Miller, seconded by Mr. Rey, and carried 9-0 to accept the following reports: (see Board Minutes Financial Back-up Binder):

Student Activities Account and Athletic Account for the month of September 2011

Scholarships for the month of September 2011

Cafeteria report for the month of July, August and September 2011

Motion by Mrs. Miller, seconded by Mr. Rey, and carried 8-0 (voting not applicable to sending district representatives) to accept the Woodstown Community School report for the month of September 2011. (see Board Minutes Financial Back-up Binder)

AUDIENCE PARTICIPATION

AUDIENCE PARTICIPATION - None

EDUCATIONAL PROGRAMS COMMITTEE

EDUCATIONAL PROGRAMS COMMITTEE

The Board reviewed the October 20, 2011 Educational Programs Committee Report submitted by Mrs. Miller. The following recommendations were acted upon:

Motion by Mrs. Miller, seconded by Mr. Rey, and carried 9-0-0 by roll call to approve the following: Acceptance of 2010-2011 Annual Violence and Vandalism Report.

High School field trips. (see page 55)

Home Instruction approval:
#7893230620 – medical

Dual Credit Agreement between Salem Community College and Woodstown High School for the 2011-2012 Academic Year.

2012-2013 Tri-County Budget and Ticket Prices.

District use of residency affidavit forms as follows, effective immediately:
Exhibit 1 – Non-Resident Parent Placing Child in Care Within District.
Exhibit 2 – Guardian/Custodian of Student Whose Parents Live Outside of District.

Acceptance of district Harassment, Intimidation and Bullying report dated October 20, 2011, and to provide notification letters as required to the parents/ guardians advising that this information has been provided to the Board of Education.

Acceptance of the Special Education Monitoring Report dated October 4, 2011, from the New Jersey Department of Education.

Roll Call: ayes: (9) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mrs. Miller, seconded by Mr. Rey, and carried 8-0-0 by roll call (voting not applicable to sending district representatives) to approve the following:

Middle School and Shoemaker School Field Trips (see page 56 through 60)

Home Instruction approvals:
#5567572395 – medical
#6379912862 – medical

Implementation of the New Jersey Child Assault Prevention (NJCAP) program for Woodstown Middle School for the 2011-2012 school year in the amount of \$4,932.00. (Note: The NJCAP program was previously implemented in the Middle School during the 2009-2010 school year.)

Roll Call: ayes: (8) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (0)

POLICY COMMITTEE

POLICY COMMITTEE – The Board reviewed the October 18, 2011 Policy Committee Report submitted by Mr. Leathers. The following recommendations were acted upon:

Motion by Mr. Leathers, seconded by Mr. Painter, and carried 8-1-0 to approve the following policy for first reading:

Policy #5114 – Suspension and Expulsion (revision)

Roll Call: ayes: (8) Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail; nays: (1) Mrs. Duffield; abstentions: (0)

PERSONNEL COMMITTEE – The Board reviewed the October 20, 2011 Personnel Committee Report submitted by Committee Chairperson, Mr. Rey. The following recommendations were acted upon:

Motion by Mr. Rey, seconded by Mr. Jacobucci, and carried 9-0-0 by roll call to appoint the following high/middle school staff member for the 2011-2012 school year:

Kimberly Bokash as high/middle school part-time secretary for the health office for 4 hours per day at Step 4, 10 months (\$29,496, prorated to 20 hours per week for an annual salary of \$16,842) effective November 1, 2011 through June 30, 2012.

Roll Call: ayes: (9) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mr. Rey, seconded by Mr. Jacobucci, and carried 9-0-0 by roll call to approve the following: Appointment of extended day lab coaches at the high school for the 2011-2012 school year. (see page 61)

Appointment of high school Gifted/Talented Enrichment Advisors for the 2011-2012 school year. (see page 62)

Payment of stipend to high school staff member April Haley for teaching seven periods, English, 5 days per week, effective September 19, 2011.

Extension to leave of absence for Joanne Sammons, 12-month Guidance Secretary, through November 2, 2011. (Note: This is now an unpaid leave of absence.)

Extension of appointment of Jennifer Jenkins as Substitute Secretary in the high school Guidance office through the term of Mrs. Sammons' leave of absence.

Acceptance of Tyler Quinnette's resignation as Head Swimming Coach for the 2011-2012 school year. (see page 63)

Appointment of staff to the following high school extra-duty positions for the 2011-2012 school year:

Paul Kranz – Fall Drama Advisor
Ryan McNally – Head Swimming Coach, pending receipt of substitute certificate.
Ryan Tencza – Head Winter Track Coach
Jason Mace – PM Outdoor Duty Monitor

Emergent hire resolution for the following extra-duty position:

Ryan McNally

Appointment of Dr. Craig B. Quigley of Carneys Point Family Practice to serve as substitute physician covering the November 24, 2011, Thanksgiving Day football game in Dr. Roberts' absence.

Establish the following administrative substitute rates of pay for the 2011-2012 school year:

Principals - \$175 per day
Assistant Principals - \$150 per day

Additions to the 2011-2012 district substitute list effective October 28, 2011 as follows:

Jan Hill – substitute teacher and substitute instructional assistant
Sherry Huepfel – substitute teacher
Bruce Hunter – substitute teacher and substitute instructional assistant
Timothy McHarness – substitute teacher and substitute instructional assistant
Susan Beal – substitute cafeteria worker
Terri Ehret – substitute cafeteria worker
Susie Ashlock – substitute cafeteria worker
Ryan McNally – substitute teacher (prevent break in service)

High School volunteers for the 2011-2012 school year. (see page 64 through 65)

Annual Update to Uniform State Memorandum of Agreement.

Roll Call: ayes: (9) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mr. Rey, seconded by Mrs. Miller, and carried 8-0-0 by roll call (voting not applicable to sending district representatives) to appoint the following Shoemaker School Staff members for the 2011-2012 school year:

Mary McCracken – Shoemaker School full-time one-to-one paraprofessional, effective October 28, 2011 through June 30, 2012, at Step 1 (\$18,000), prorated.

Debra Jakubowski – Shoemaker School full-time paraprofessional, effective October 28, 2011 through June 30, 2012, at Step 1 (\$18,000), prorated. (Note: This assignment will be as a classroom aide for the morning session and a one-to-one aide for the afternoon session.)

Appointment of Virginia Willard as a Shoemaker School lunchroom aide, effective October 31, 2011 through June 30, 2012, for 2½ hours per day at the rate of \$8.50 per hour.

Appointment of Cheryl Manganelli as a Shoemaker School long-term substitute secretary, effective October 28, 2011, for approximately four to six weeks at the rate of \$80 per day during Mrs. Robeson's leave of absence.

Roll Call: ayes: (8) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mr. Rey, seconded by Mrs. Miller, and carried 7-0-1 by roll call (voting not applicable to sending district representatives) to approve the following:

Emergent hire resolutions for the following new staff members:

Debra Jakubowski
Virginia Willard

Approval of Title I and Title IIA instructors' salary charge-offs for Alysia Thomson, Suellen Moore, and Christina Daly. (see page 66)

Appointment of middle school and Shoemaker School Gifted/Talented Enrichment Advisors for the 2011-2012 school year. (see page 67)

Middle School volunteers for the 2011-2012 school year. (see page 68)

Junior field experience request for Janna Marie Tighe, Rowan University student, to be placed with Megan Kubat for 15-20 hours.

Roll Call: ayes: (7) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Painter, and Mr. Vail; nays: (0); abstentions: (1) Mr. Rey abstained on the junior field experience request only.

FINANCE/FACILITIES /
TRANSPORTATION
COMMITTEE

FINANCE/FACILITIES TRANSPORTATION COMMITTEE

The Board reviewed the October 18, 2011 Finance /Facilities/ Transportation Committee Reports submitted by Committee Chairperson, Mrs. Duffield. The following recommendations were acted upon:

Mr. Crouch arrived at 8:44 p.m.

Motion by Mrs. Duffield, seconded by Mr. Jacobucci, and carried 9-0-1 by roll call to approve the following:

Professional Education Services, Inc. (P.E.S.I) to provide home instruction educational services to high school student #53610330208 for approximately six weeks beginning October 6, 2011, at \$30.00 per hour.

Salem County Special Services School District Non-Public Services Agreement for the 2011-2012 school year.

Salem County Special Services School District Non-Public Nursing Services Agreement for the 2011-2012 school year.

Three Year Comprehensive Maintenance Plan for 2010-2011 through 2012-2013, Resolution, and M-1 Forms.

Salem County Vocational Technical Schools 2011-2012 Host Site Academy Partnership Agreement.

Donation from Woodstown-Pilesgrove School Foundation in the amount of \$17,500 for high school fitness equipment.

Report of the fire/security drills for the Woodstown High/Middle School for the month of September 2011.

Independent contractors for the 2011-2012 school year. (see page 69)

School Bus Emergency Evacuation Drill performed at the Woodstown High/Middle School on September 8, 2011 and September 12, 2011.

Contract with Gloucester County Special Services School District for route Y934 (quote-rebid in 90 days) to transport one high school student (NJ SMART#6620881984) from the PennsGrove/Carney's Point area to Woodstown High School starting September 21, 2011 through the remainder of the 2011-2012 school year at a per diem of \$119.00, plus a 7% administrative fee, with mileage increase/decrease of \$1.50. (Note: Sharing route with MSS & WMS students) (Note: There are three children included in the per diem cost of \$119.00)

Accept a grant award from the State of New Jersey entitled Excellent Educators for New Jersey (EE4NJ) Pilot Program in the amount of \$65,325 for the period of September 1, 2011 through September 30, 2012. (see page 70 through 71)

Roll Call: ayes: (9) Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (1) Mr. Crouch

Motion by Mrs. Duffield, seconded by Mr. Leathers, and carried 9-0-0 by roll call (voting not applicable to sending district representatives) to approve the following:

Education, Inc. to provide educational services to middle school student #5418121914 beginning September 23, 2011, at \$44.00 per hour.

Middle School to apply for the Eagleton State House grant in the amount of \$300 for the 2011-2012 school year.

Donation from Target in the amount of \$118.33 to be used for middle school student and teacher supplies.

Report of the fire/security drills for the Mary Shoemaker School for the month of September 2011.

Contract with Gloucester County Special Services School District for route Y936 (quote) to transport one middle school student (NJ SMART #4971130297) to AI DuPont-Nemours, Wilmington Delaware, on Friday's starting September 23, 2011 through the end of the 2011-2012 school year at a per diem of \$69.50, plus a 7% administrative fee, with mileage increase/decrease of \$1.50.

Contract with Gloucester County Special Services School District for route Y934 (quote, rebid in 90 days) to transport two Mary Shoemaker students (NJ SMART #4099567542 & 8147471021) and one middle school student (NJ SMART #5513252963) from the PennsGrove/Carney's Point area to Mary Shoemaker and Woodstown Middle School starting September 21, 2011 through the end of the 2011-2012 school year at a per diem of \$119.00, plus a 7% administrative fee, with mileage increase/decrease of \$1.50. (Note: There are three children included in the per diem cost of \$119.00)

School Bus Emergency Evacuation Drill performed at the Mary S. Shoemaker School on October 5, 2011.

Roll Call: ayes: (9) Mr. Crouch, Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (0)

OLD BUSINESS OLD BUSINESS – None

NEW BUSINESS NEW BUSINESS – None

OTHER REPORTS OTHER REPORTS

The following verbal reports were given:

Mr. Vail, Board President, commented on the following:

- Thanked Mr. Painter for filling in as Board President last month.
- Pleased with how the committees have taken ownership of their area.
- How the EE4NJ grant is empowering the staff and administration

Mr. Coleman, Superintendent, reported on the following:

- The new school district website, which is powered by Schoolwires goes live October 31st.

Mr. Rizzo, Business Administrator, reported on the following:

- The new boilers have been test fired.
- Chimney project completed.
- Meeting with PARS Environmental to move forward with underground tank closure.
- FEMA will cover remaining costs that the insurance company does not cover for the hurricane damage.

ADMINISTRATIVE REPORTS

ADMINISTRATIVE REPORTS

The Administrative Reports were attached to Superintendent's Monthly Report and delivered under separate cover.

SENDING DISTRICT REPORTS

SENDING DISTRICT REPORTS

Mr. Morris – Alloway Rep., had nothing to report.

Mr. Belisario - Upper Pittsgrove Rep., was not present.

SACC REPORT

SCHOOL AGE CHILD CARE (SACC) REPORT – Mrs. Miller had nothing to report.

DELEGATE REPORT

DELEGATE REPORT

Mrs. Miller stated that the Atlantic City Convention conference went well and on November 30, 2011 the SCSBA meeting topic will be HIB. Meeting will be held at the Salem County Vocational Technical School.

FUTURE MEETINGS

FUTURE MEETINGS

November 8, 2011 – Policy Committee, 5:30 p.m., district office
November 8, 2011 – Finance/Facilities Committee, 6:30 p.m., district office
November 10, 2011 – Personnel Committee, 5:30 p.m., district office
November 10, 2011 – Ed Programs Committee, 6:30 p.m., district office
November 17, 2011 – Regular Board Meeting, 7:00 p.m., Mary Shoemaker School Multi-Purpose Room.

FOR YOUR INFORMATION

FOR YOUR INFORMATION

Enrollment Reports
Suspension Reports

EXECUTIVE SESSION I

RECESS INTO EXECUTIVE SESSION I

Motion by Mrs. Miller, seconded by Mr. Jacobucci and carried 10-0-0 by roll call, that the Board of Education adjourn, by Resolution, into Executive Session, from which the general public is excluded, to discuss items in accordance with N.J.S.A. 10:4-12b. Matters discussed in executive session will remain confidential until such time the need for confidentiality no longer exists. (9:05 P.M.)

- a. Confidential Student Matter
- b. Purchase of Real Property with Public Funds
- c. Contract Negotiations for Purchase of Real Property

Roll Call: ayes: (10) Mr. Crouch, Mrs. Duffield, Mr. Frazier, Mr. Jacobucci, Mr. Leathers, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail; nays: (0); abstentions: (0)

RESUME PUBLIC PORTION

Motion by Mrs. Miller, seconded by Mrs. Duffield, and carried 10-0 to resume the public portion of the meeting at 9:28 p.m.

ADJOURNMENT

Motion by Mrs. Miller, seconded by Mr. Painter, and carried 10-0, there being no further business to conduct, the meeting was adjourned at 9:29 p.m.

Respectfully submitted,

Mr. Frank A. Rizzo
SBA/BS

Approved by Motion of the Board

Date

Signature/BA