

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, SEPTEMBER 27, 2012 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, Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail.

Members absent: Mrs. Miller (arrived at 9:00 p.m.) and Mr. Painter.

Also in attendance: Mr. Thomas A. Coleman, Jr., Superintendent of Schools and Mr. Frank A. Rizzo, School Business Administrator/Board Secretary.

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

SWEARING IN OF NEWLY APPOINTED BOARD MEMBER Mr. Rizzo administered the oath of office to the newly appointed sending district representative from Upper Pittsgrove, Mrs. Veronica Merriel.

EXECUTIVE SESSION I RECESS INTO EXECUTIVE SESSION I Motion by Mr. Crouch, seconded by Mrs. Duffield and carried 7-0-0 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. (7:05 P.M.) a. Personnel Matter Roll Call: ayes: (7) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mrs. Merriel, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

RESUME PUBLIC PORTION Motion by Mrs. Merriel, seconded by Mr. Jacobucci, and carried 7-0 to resume the public portion of the meeting at 7:10 p.m.

MOTION OUT OF EXECUTIVE SESSION MOTION OUT OF EXECUTIVE SESSION Motion by Mr. Crouch, seconded by Mrs. Duffield, and carried 7-0-0 by roll call to appoint Mr. Mark Kelty as a Woodstown-Pilesgrove Board Member to fill the vacated Woodstown Borough seat through to the November 2013 school election. Roll Call: ayes: (7) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mrs. Merriel, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

SWEARING IN OF NEWLY APPOINTED BOARD MEMBER Mr. Rizzo administered the oath of office to the newly appointed Board of Education member: Mr. Mark Kelty.

MINUTES APPROVAL OF MINUTES Motion by Mr. Jacobucci seconded by Mr. Rey, and carried 5-0-3 to approve the following minutes: August 23, 2012 Roll Call: ayes: (5) Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (3) Mr. Crouch, Mrs. Merriel, and Mr. Kelty.

FINANCIAL REPORTS FINANCIAL REPORTS Motion by Mrs. Duffield, seconded by Mr. Jacobucci, and carried 5-0-3 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 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. (see Board Minutes Financial Back-up Binder)

Board Secretary Date

The July 31, 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. (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 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.

Roll Call: ayes: (5) Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (3) Mr. Crouch, Mrs. Merriel, and Mr. Kelty.

Motion by Mr. Jacobucci, seconded by Mr. Rey, and carried 6-0-2 to approve the transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of July 2012. (see Board Minutes Financial Back-up Binder)

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (2) Mrs. Merriel, and Mr. Kelty.

Motion by Mr. Jacobucci, seconded by Mr. Rey, and carried 6-0-2 by roll call to approve additional hand check payments for July 2012 and the payment list for the month of September 2012. (see Board Minutes Financial Back-up Binder)

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (2) Mrs. Merriel, and Mr. Kelty.

Motion by Mrs. Duffield, seconded by Mr. Jacobucci, and carried 6-0-2 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.

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (2) Mrs. Merriel, and Mr. Kelty.

Motion by Mr. Rey, seconded by Mrs. Duffield, and carried 6-0-2 to accept the following reports: (see Board Minutes Financial Back-up Binder):

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

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (2) Mrs. Merriel, and Mr. Kelty.

Motion by Mrs. Duffield, seconded by Mr. Rey, and carried 5-0-1 (voting not applicable to sending district representatives) to accept the Woodstown Community School report for the month of August 2012. (see Board Minutes Financial Back-up Binder)

Roll Call: ayes: (5) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (1) Mr. Kelty.

AUDIENCE PARTICIPATION

AUDIENCE PARTICIPATION – Mr. John Shumaker inquired as to how many buses the district paid for to bus summer school students.

EDUCATIONAL PROGRAMS COMMITTEE

EDUCATIONAL PROGRAMS COMMITTEE

The Board reviewed the September 20, 2012 Educational Programs Committee Report submitted by Committee Chairperson Mrs. Miller. In Mrs. Miller's absence, Mr. Rey presented the following recommendations that were acted upon:

Motion by Mr. Rey, seconded by Mrs. Duffield, and carried 7-0-1 to approve the following:
High School field trips. (see page ____)

Parental request for student (NJSmart #7589337295) to maintain enrollment during the 2012-2013 school year as in accordance with Board Policy #5118.

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.

Roll Call: ayes: (7) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (1) Mrs. Merriel.

Motion by Mr. Rey, seconded by Mr. Jacobucci, and carried 6-0-0 by roll call (voting not applicable to sending district representatives) to approve the following:

Middle School and Shoemaker School field trips. (see page ____)

Request from Christine Carpenter, Shoemaker School teacher, to permit the enrollment of her two sons into 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.

Memorandum of Agreement between Salem County Inter Agency Council and Woodstown-Pilesgrove Regional School District effective January 1, 2012, through December 31, 2012.

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

POLICY COMMITTEE

POLICY COMMITTEE – The Board reviewed the September 18, 2012 Policy Committee Report submitted by Mr. Morris. The following recommendations were acted upon:

Motion by Mr. Morris, seconded by Mr. Jacobucci, and carried 6-0-2 to approve the following policy for first reading:

Policy #1200.1 – School Volunteers (new)

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (2) Mr. Kelty and Mrs. Merriel

Motion by Mr. Morris, seconded by Mr. Jacobucci, to adopt the following policy on second reading:
Policy #3281 – Corporate Sponsorship in School (new)

A discussion then took place concerning the need for additional clarification within the policy and to table the motion.

Motion by Mr. Jacobucci, seconded by Mrs. Duffield, and carried 8-0-0 by roll call to **table** the adoption of policy #3281 and to send the policy back to committee for further review.

Roll Call: ayes: (8) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mrs. Merriel, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mr. Morris, seconded by Mr. Jacobucci, and carried 5-0-3 by roll call to waive first reading and approve for second and final adoption of the following policy:

Policy #5142.2 – Personal Restraint/Crisis Management (new)

Roll Call: ayes: (5) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Morris, and Mr. Vail; nays: (0); abstentions: (3) Mr. Kelty, Mrs. Merriel and Mr. Rey.

PERSONNEL
COMMITTEE

PERSONNEL COMMITTEE – The Board reviewed the September 20, 2012 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 7-0-1 by roll call 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.

Roll Call: ayes: (7) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (1) Mrs. Merriel

Motion by Mr. Rey, seconded by Mr. Jacobucci, and carried 6-0-2 by roll call to approve the following:
Maternity leave of absence request from Lisa Blaney, high school English teacher, effective March 4, 2013, through June 30, 2013. Mrs. Blaney will be using her sick days followed by the 12-week leave of absence as allowed under the Family Medical Leave Act.

Payment of 7th period stipends to high school staff members. (see page ___)

Approval of Jennifer Sorbello as 2012-2013 mentor. (see page ___)

Appointment of Gayle Remster as a high school Technology Mentor for the 2012-2013 school year.

Appointment of Carol Cipolla as Chemistry Club Advisor for the 2012-2013 school year (a position for which there is no stipend).

High School volunteers. (see page ___)

Professional development requests as follows:

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.)

Kim Kienzle to attend the Handle with Care Instructor Certification Program on October 22-25, 2012, in Vineland.

Christopher Snyder to attend the NJPSA/FEA/NJASCD Fall Conference on October 18-19, 2012, in Monroe Township.

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.

Lori Raggio to attend the Hanging by a Thread: Weaving Words of Understanding workshop on October 1-2, 2012, in New Brunswick.

Annual Update to Uniform State Memorandum of Agreement. (Note: There are no changes to this agreement from last year's agreement.)

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.)

Addition of the following to the 2012-2013 district substitute list effective September 28, 2012:

Mercedes Evans – substitute teacher
Autumn Griscom – clerical substitute
Leevon Lacy – substitute teacher and substitute instructional assistant
Jennifer McCracken – substitute teacher and substitute instructional assistant
Kristen Sanders – substitute teacher and substitute instructional assistant
Jamie Sweeney – substitute teacher

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (2) Mr. Kelty and Mrs. Merriel.

Motion by Mr. Rey, seconded by Mr. Jacobucci, and carried 6-0-0 by roll call (voting not applicable to sending district representatives) to appoint the following full-time paraprofessional at the Shoemaker School:

Change in employment status of Kimberly Altiery from part-time to full-time paraprofessional effective September 28, 2012, through June 30, 2013.

Ryan McNally as a full-time paraprofessional effective September 28, 2012, through June 30, 2013, at Step 1 (\$18,300.00), prorated.

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mr. Rey, seconded by Mr. Jacobucci, and carried 5-0-1 by roll call (voting not applicable to sending district representatives) to approve the following items:

Acknowledgement of return to work date of Janice McGrath, Shoemaker School teacher, effective September 4, 2012.

Approval of Carol Kenvin as 2012-2013 mentor (see page ____)

Appointment of Patricia Foster as Pre-Kindergarten Academic Team Leader for the 2012-2013 school year. (see page ____)

Compensation for the following:

Mentor Training Participants (see page ____)

School-wide Planning Participants (see page ____)

Volunteers for the Middle School and Shoemaker School. (see page ____)

Professional development request as follows:

Destiny Leoni to attend the Elementary STEM Project workshop on October 12, 2012, at Rowan University.

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. (Note: This motion is being approved with the understanding that it does not set a precedent.)

Roll Call: ayes: (5) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (1) Mr. Kelty

FINANCE/FACILITIES /
TRANSPORTATION
COMMITTEE

FINANCE/FACILITIES TRANSPORTATION COMMITTEE

The Board reviewed the September 18, 2012 Finance /Facilities/ Transportation Committee Report submitted by Committee Chairperson, Mrs. Duffield. The following recommendations that were acted upon:

Motion by Mrs. Duffield, seconded by Mr. Jacobucci, and carried 6-0-2 by roll call to approve the following:

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.

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.

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.

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.

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.

Approval of Title I and Title IIA Instructors for the 2012-2013 school year. (see page ____)

Contract with Alternatives Unlimited for home bound instruction services for the 2012-2013 school year.

Establishment of the "Harry R. DuBois, Memorial Ag Scholarship".

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.

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:

- High/Middle School Cafeteria Freezer – Asset # 00064
- High/Middle School Cafeteria Salad Bar – Asset #00055
- High/Middle School Cafeteria Salad Bar – Asset #00056

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (2) Mr. Kelty and Mrs. Merriel.

Motion by Mrs. Duffield, seconded by Mr. Jacobucci, to approve the Woodstown High School soccer scoreboard as per the attached drawing. (Note: At the April 26th, 2012, meeting, the Board of Education accepted a donation from Papa Luigi Pizzeria to be applied toward the total cost of this scoreboard.) **The Board then discussed that due to Policy #3281 being sent back to committee for further discussion that this motion should be tabled as well.**

Motion by Mr. Jacobucci, seconded by Mr. Crouch, and carried 6-1-1 by roll call to **table** the approval of the soccer scoreboard until further review of Policy #3281.
Roll Call: ayes: (6) Mr. Crouch, Mr. Jacobucci, Mr. Kelty, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (1) Mrs. Duffield; abstentions: (1) Mrs. Merriel

Motion by Mrs. Duffield, seconded by Mr. Rey, and carried 6-0-0 by roll call (voting not applicable to sending district representatives) to approve the following:
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.

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.

Donations received as follows:
Mary Shoemaker in the amount of \$150.00 from Frank Hughes in the amount of \$150.00.

Woodstown Middle School in the amount of \$122.68 from Target to the Educational Climate account.

Roll Call: ayes: (6) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

OLD BUSINESS OLD BUSINESS - None

NEW BUSINESS NEW BUSINESS
Motion by Mr. Morris, seconded by Mrs. Duffield, and carried 7-0-1 by roll call to approve the 2012-2013 Board Goals Action Plan. (see page ____)
Roll Call: ayes: (7) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (1) Mrs. Merriel

OTHER REPORTS OTHER REPORTS
The following verbal reports were given:
President – Mr. Chapman Vail reported on the following:

- Commended administration for back to school night efforts.
- Board committee’s will be reorganized for 2013.
- The public appears very appreciative of the district’s efforts to communicate the specifics of the upcoming referendum.
- We will have a table at the Fall Festival, Salem County Fair Grounds, for the disbursement of information concerning the upcoming referendum.

Superintendent - Mr. Coleman discussed the following:

- Referendum meetings information.
- District Facebook page.
- Middle School PLC Pilot Recognition.

Business Administrator - Mr. Rizzo discussed the following:

- Facility Tour
- Punch list completion on roof project.

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.

Mrs. Merriel – Upper Pittsgrove Rep., informed the Board of the following:

- Upper Pittsgrove is in support of the referendum.
- NJEA negotiations completed.

SACC REPORT SCHOOL AGE CHILD CARE (SACC) REPORT – None

DELEGATE REPORT DELEGATE REPORT – None

FUTURE MEETINGS
FUTURE MEETINGS
October 16, 2012 – Policy Committee, 5:30 p.m., district office
October 16, 2012 – Finance/Facilities Committee, 6:30 p.m., district office
October 18, 2012 – Personnel Committee, 5:30 p.m., district office
October 18, 2012 – Ed Programs Committee, 6:30 p.m., district office
October 25, 2012 – Regular Board Meeting, 7:00 p.m., MSS Library
October 2012 – A date will be set for public presentation for referendum.

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

EXECUTIVE SESSION II
RECESS INTO EXECUTIVE SESSION II
Motion by Mr. Kelty, seconded by Mrs. Duffield and carried 8-0-0 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. (8:49P.M.)
b. Personnel Matter
Roll Call: ayes: (8) Mr. Crouch, Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mrs. Merriel, Mr. Morris, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

Mrs. Miller joined the meeting at 9:00 p.m.

RESUME PUBLIC PORTION
Motion by Mr. Jacobucci, seconded by Mrs. Miller, and carried 9-0 to resume the public portion of the meeting at 9:49 p.m.

ADJOURNMENT
Motion by Mrs. Miller, seconded by Mr. Jacobucci, and carried 9-0, with there being no further business to conduct the meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Mr. Frank A. Rizzo
SBA/BS

Approved by Motion of the Board

Date

Signature/BA