MINUTES OF THE PUBLIC HEARING/REGULAR MEETING OF THE WOODSTOWN-PILESGROVE BOARD OF EDUCATION HELD ON WEDNESDAY EVENING, MARCH 27, 2013 AT THE MARY SHOEMAKER SCHOOL MULTI-PURPOSE ROOM 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 South Jersey Times, 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: Mrs. Duffield (arrived at 7:20 p.m.), Mr. Jacobucci (arrived at 7:38 p.m.), Mr. Kelty, Mrs. Miller, Mrs. Merriel (arrived at 7:20 p.m.), Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail.

Members absent: Mr. Langley

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. Fargnoli, Dr. Hoopes, and Mrs. Martinez.

STAFF/STUDENT RECOGNITIONS

STAFF/STUDENT RECOGNITIONS

Ms. Cioffi, Mary Shoemaker School Principal, introduced Young Wolverines of the Month for March: Tara Tucci and Riley Quirk.

Mr. Fargnoli, Middle School Principal, introduced Junior Wolverines of the Month for March: Brianna Roberts and Coleman Weatherstone.

Dr. Hoopes, High School Principal, introduced the Wolverines of the Month for March: Darby Catalano and Patrick McCurdy.

Mrs. Duffield and Mrs. Merriel arrived at 7:20 p.m.

PUBLIC HEARING ON BUDGET

PUBLIC HEARING ON BUDGET

Mr. Coleman and Mr. Rizzo presented a PowerPoint presentation on the 2013-2014 budget. Mr. Rizzo explained that the budget that was presented at the February meeting for submission to the county office needs to be revised due to the successful bond sale on March 26th. The tax impact was adjusted to recognize the reduction in the debt service levy and increased to accommodate the safety and security additions. Mr. Vail then opened the floor to the public for questions or comments. There were no questions or comments.

Mr. Jacobucci arrived at 7:38 p.m.

Motion by Mr. Painter, seconded by Mrs. Duffield, and carried 9-0-0 by roll call to approve the 2013-2014 school district budget as amended: (see page ____)

BE IT RESOLVED That the Board of Education approve the 2013-2014 school district budget as follows:

	<u>Budget</u>	Local Tax Levy
General Fund	\$ 22,274,215	\$ 9,752,685
Special Revenue Fund	\$ 473,681	\$ 0
Debt Service Fund	<u>\$ 274,719</u>	\$ 255,210
Total Base Budget	\$ 23,022,615	\$ 10,007,895

AND WHEREAS, N.J.A.C. 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2013-2014 school year.

NOW THEREFORE BE IT RESOLVED that the Woodstown-Pilesgrove Regional School District Board of Education hereby establishes the school district travel maximum for the 2013-2014 school year at the sum of \$85,000.

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

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

MINUTES

APPROVAL OF MINUTES

Motion by Mr. Kelty seconded by Mrs. Miller, and carried 9-0 to approve the following minutes: February 28, 2013

FINANCIAL REPORTS

FINANCIAL REPORTS

Motion by Mr. Rey, seconded by Mr. Jacobucci, 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 <u>January 31, 2013</u>, 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 <u>N.J.A.C.</u> 6:23-16.10(a)1. (see Board Minutes Financial Back-up Binder)

Board Secretary Date

The <u>January 31, 2013</u> preliminary Report of the Treasurer of School Funds for the 2012-2013 school year is in agreement with the <u>January 31, 2013</u> preliminary Report of the Board Secretary, pending audit. (see Board Minutes Financial Back-up Binder)

Pursuant to <u>N.J.A.C.</u> 6A:23A-16.10(c)4, the Woodstown-Pilesgrove Board of Education certifies that as of <u>March 27, 2013</u>, 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 <u>N.J.A.C.</u> 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. Jacobucci, Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

Motion by Mrs. Miller, seconded by Mrs. Duffield, 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 <u>January 2013</u>. (see Board Minutes Financial Back-up Binder)

Motion by Mr. Kelty, seconded by Mrs. Miller, and carried 9-0-0 by roll call to approve EFT's for <u>January 2013</u>, additional hand check payments for <u>January 2013</u>, and payment list for the month of <u>March 2013</u>. (see Board Minutes Financial Back-up Binder)

Roll Call: ayes: (9) Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mrs. Merriel, 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 checks:

Check 53064 dated 12/20/12, payable to TNT Diving in the amount of \$2,580.00 issued under P.O. #867-13, #905-13, and #914-13, due to incorrect vendor name. Check will be reissued under check #53376.

Check 53268 dated 2/28/13, payable to EW Bostwick Inc. in the amount of \$1,542.68 issued under P.O. #1038-13, due to incorrect amount. Check will be reissued under check #53425 in the amount of \$829.09.

Motion by Mrs. Miller, seconded by Mr. Kelty, 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 February 2013

Scholarships for the month of February 2013

Odyssey of the Mind for the month of February 2013

Cafeteria report for the month January 2013

Motion by Mrs. Miller, seconded by Mr. Jacobucci, and carried 7-0 (voting not applicable to sending district representatives) to accept the Woodstown Community School report for the month of <u>February 2013</u>. (see Board Minutes Financial Back-up Binder)

AUDIENCE PARTICIPATION

PROGRAMS

COMMITTEE

AUDIENCE PARTICIPATION - None

EDUCATIONAL PROGRAMS COMMITTEE

The Board reviewed the March 21, 2013 Educational Programs Committee Report submitted by Committee Chairperson, Mrs. Miller. The following recommendations that were acted upon:

Motion by Mrs. Miller, seconded by Mrs. Merriel, and carried 9-0-0 by roll call to approve the following:

High School field trips as follows:

4/03/13 to Philadelphia Expo/Delaware Valley Science Fair; Science; J. Sorbello

4/12/13 to Asbury Methodist Church, Woodstown; Jazz Band; J. Ludlam.

4/20/13 to Delaware Valley College, Doylestown, PA; FFA Competition; S. Cobb.

4/24/13 to Edwin B. Forsythe National Wildlife Refuge, Oceanville, NJ; Oceanography; S. Ordog.

4/27/13 to Cedar Lane Farm, Oldwick, NJ; FFA Dairy Judging; S. Cobb.

4/29/13 to Salem County Courthouse; Mock Trial Law Day Ceremony; P. Mazzagatti.

4/30/13 to Manheim Fairgrounds, Manheim, PA; FFA Competition; S. Cobb.

5/08/13 to Junior Achievement of Delaware; Finance Park Trip; D. Keller.

5/21/13 to First Baptist Church, Woodstown; Vocal Music; K. Gunther.

5/21, 05/22, and 05/23/13 to Rutgers University; FFA State Convention; S. Cobb.

5/28, 05/29, and 05/30/13 to Menantico Preserve, Millville; Ecology/Field Biology; M. Williams.

4/15/13 to Lucas Greenhouses, Monroeville; Horticulture; S. Cobb.

4/25/13 to Museum of Modern Art, New York City; Art; A. Hyland.

Home instruction approval as follows:

Local ID #131301/NJSMART #9683253713 - medical.

High School Harassment, Intimidation and Bullying Report dated February 2013.

Acknowledge receipt of the High School Harassment, Intimidate and Bulling Report dated March 2013, 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: (9) Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mrs. Merriel, 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 7-0 (voting not applicable to sending district representatives) to approve the following:

Middle School field trips as follows:

5/04/13 to Kutztown High School, then to Dorney Park; Chorus Festival; P. Gorman. 5/23/13 to Moorlyn Terrace, Ocean City, NJ; Concert Performance; P. Gorman. 5/30/13 to Salem Community College; Math Showcase; M. Delaney.

Shoemaker School field trips as follows:

4/23/13 to Acme; Young Consumers Group; A. Pessolano. 4/24/13 to Rowan Planetarium; Two 3rd Grade Classes; J. Hackl.

4/26/13 to Rowan Planetarium; Three 3rd Grade Classes; J. Hackl. 5/21/13 to Franklin Institute; 2nd Grade Classes; K. Danner.

Middle School/Shoemaker School Harassment, Intimidation and Bullying Report dated February (NOTE: This report was acknowledged at the February meeting, and must now be approved.)

Acknowledge receipt of the Middle School/Shoemaker School Harassment, Intimidate and Bulling Report dated March 2013, 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) Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mrs. Miller, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

POLICY COMMITTEE

POLICY COMMITTEE - The Board reviewed the March 19, 2013 Policy Committee Report submitted by, Mr. Jacobucci. The following recommendations were acted upon:

Motion by Mr. Jacobucci, seconded by Mr. Painter, and carried 9-0 to approve the following policy for first reading:

Policy #1200.1 - School Volunteers (new)

PERSONNEL COMMITTEE

PERSONNEL COMMITTEE - The Board reviewed the March 21, 2013 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 approve the following:

Acceptance of retirements of the following staff members, with congratulations and regrets: June Mosher, Speech Language Specialist, effective July 1, 2013. Rosemma Ward, High School Guidance Counselor, effective July 1, 2013.

Appointment of Allison Pessolano as Host Site Academy Supervisor/Liaison effective March 22, 2013, through June 30, 2013.

Request of Patrick Chestnut, High School Physics Teacher, to take a sabbatical leave of absence for the 2013-2014 school year under the provisions of Article VII, Section E, Item 1 of the negotiated agreement. Approval of this request is contingent upon finding a suitable replacement by the April 25, 2013, Board of Education meeting. This request, if granted, shall be at no cost to the Board of Education; all costs shall be borne by the New Jersey Center for Teaching and Learning.

High School volunteers. (see page

Professional development requests as follows:

Tamarie Bitgood to attend the "Make Best Use of Cutting-Edge Technology Tools to Strengthen TARGET LANGUAGE Learning" workshop on April 3, 2013, in Cherry Hill.

Pamela Crinite to attend the 2nd Annual PSUG (Power School User Group)-NJ Conference on April 22-23, 2013, in Cherry Hill.

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

John Hill - substitute teacher.

Gregory Lindeman – substitute teacher and substitute instructional assistant. Mary McCracken - substitute instructional assistant. (Ms. McCracken is already an approved substitute teacher and would now like to be added to this category as well.) Jessica Paulding - substitute teacher.

Karen Mathews – substitute teacher.

Melissa Messina – substitute teacher effective March 28, 2013, through April 1, 2013.

Cooperative Agreement with Neumann University to allow their athletic training students to complete their clinical training with the Woodstown-Pilesgrove Regional School District. (see page ____)

Student clinical practicum placement request from Marisa Rizzo, a Neumann University student, to be placed with Dan Evans effective May 13, 2013 to June 7, 2013.

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

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

Appointment of Melissa Messina as a Middle School Part-Time Literacy Coach for 22-1/2 hours per week effective April 2, 2013, through June 30, 2013, at Bachelor's, Step 1 (\$49,055.00), prorated; salary to be paid from the School Improvement Plan budget.

Acceptance of retirement notice of Judy Wiley, Shoemaker School Custodian, effective July 1, 2013, with congratulations and regrets. (see page ____)

Unpaid medical leave of absence for Janice McGrath, Shoemaker School Physical Education Teacher, effective March 12, 2013, until released by the doctor.

Compensation to Bradford English as a long-term substitute teacher effective March 12, 2013, during Mrs. McGrath's leave of absence. Compensation to be at the established rate of \$125.00 per day.

Appointment of Karen Lindenmuth to the No Child Left Behind (NCLB) position of Parent Liaison/Coach for 20 hours at \$30.00 per hour for the 2012-2013 school year.

Payment of 7th period stipend for five days per week to Mauricio Castro retroactive to March 11, 2013, through June 30, 2013.

Middle School and Shoemaker School volunteers. (see page ____)

Revised Gifted & Talented hours for Shoemaker staff. (see page ____)

Appointment of the following mentors:

Rebecca Schalick for Melissa Messina effective April 2, 2013, through June 30, 2013 (new part-time literacy coach for the Middle School).

Jeff Allen for Christopher Bialecki effective April 22, 2013, through June 30, 2013 (long-term substitute for Mrs. Leoni in the Middle School).

Professional development requests as follows:

Tracy Demarest and Justine Tropea to attend "Self-Regulation in Children: Keeping the Body, Mind & Emotions on Task in Children with Autism, ADHD or Sensory Disorders" on April 24, 2013, in Cherry Hill.

Roll Call: ayes: (7) Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mrs. Miller, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

FINANCE/FACILITIES / TRANSPORTATION COMMITTEE

FINANCE/FACILITIES TRANSPORTATION COMMITTEE

The Board reviewed the March 19, 2013 Finance /Facilities/ Transportation Committee Report submitted by Committee Chairperson, Mr. Kelty.

Motion by Mr. Kelty, seconded by Mr. Jacobucci and carried 9-0-0 by roll call to approve the following: Bid award for the Middle/High School partial roof replacement project to the lowest bidder Noble Roofing & Sheet Metal Inc., in the amount of \$339,745.00. (Bid opening date was February 20, 2013, at 3:30 p.m.) (see page ____)

Bid award for the construction management services for the referendum projects to the lowest bidder P.W. Moss & Associates in the amount of \$52,000.00 (10 months at \$5,200.00 per month). (The bid opening date was February 17, 2013, at 11:00 a.m.) (see page ____)

Participation in the Salem County Cooperative Purchasing with W.B. Mason effective March 6, 2013, through December 31, 2013. (Note: The county has the option to renew the contract for two one-year terms.)

Salem County Improvement Authority, Solid Waste Division agreement for shared services of solid waste disposal.

Procedural agreement with Kendall/Hunt Publishing Company for Woodstown High School to pilot "Chemistry You Need to Know" for a length of time not to exceed the 2013-2014 school year.

Establishment of the Girls Action Team Award (GAT).

Fire/Security Drills performed at the High/Middle School for the month of February 2013.

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

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

Contract with Pineland Learning Center for elementary school student (NJSMART #3025993161), effective March 11, 2013, through the remainder of the 2012-2013 school year, prorated to 64 days, for a total cost of \$15,493.76.

Contract with the Township of Franklin Public Schools for elementary school student (NJSMART #6074496843), effective January 2, 2013, through the remainder of the 2012-2013 school year, prorated to 111 days, for a total cost of \$5,843.04.

Fire/Security Drills performed at the Mary S. Shoemaker School for the month of February 2013.

Contract with Gloucester County Special Services School District for route Y655 to transport one elementary school student (NJSMART #3025993161) to Pineland Learning Center in Vineland beginning March 11, 2013. This route is shared with other school districts with the estimated total route cost per diem of \$293.06. The district's estimated share per diem is \$58.61.

Extending contract with Gloucester County Special Services School District for route Y1010 for the Mary Shoemaker Extended Day Program on Tuesdays and Thursdays, to continue on from March 12, 2013, to April 25, 2013 (excluding March 28) at a per diem of \$159.43, including a 7% administrative fee, with a mileage increase/decrease of \$1.50.

Contract with Gloucester County Special Services School District for route Y1018 to transport Woodstown Middle School STAND students home on Tuesdays and Wednesdays beginning on March 19, 2013, to April 24, 2013. Transportation cost will be \$115.00, plus 7% administrative fee, per diem with mileage increase/decrease of \$1.50. Total cost of this route will be paid through Title I (20-231-200-500-07).

Roll Call: ayes: (7) Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mrs. Miller, Mr. Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

OLD BUSINESS

OLD BUSINESS - None

NEW BUSINESS

NEW BUSINESS

Motion by Mr. Kelty, seconded by Mr. Painter, and carried 9-0 to accept the resignation of Paul M. Langley, Sr., as a Board of Education member representing the Borough of Woodstown effective immediately, with regrets. (see page ____)

Bond Sale Results - Mr. Rizzo reviewed the bond sale bid results. The bid was held on Tuesday, March 26, 2013, at 11:00 a.m.

OTHER REPORTS

OTHER REPORTS

The following verbal reports were given:

President - Mr. Chapman Vail reported on the following:

A district response letter to the NAACP's letter that was shared with the Board at the February Board meeting was written but was never received by the NAACP. Mr. Vail has apologized and again offered to have a meeting with the group to share their concerns.

A special meeting will be scheduled for April 4th to award site contracts for the Early Childhood Learning Center and the high/middle school alternations and repairs.

Superintendent - Mr. Coleman reviewed performance reports consisting of the school report card and guide to school spending with the Board.

Business Administrator - Mr. Rizzo reported on the following construction related items:

Mr. Rizzo reported that the district has received the DCA (Division of Community Affairs) review letter and that it included items that the DCA is requiring to be incorporated into the program that will impact the project budget.

Anticipate awarding bids at the April 24th board meeting.

Anticipate ground breaking in early May. It was suggested that we have a ground breaking ceremony.

URS is the company that has been monitoring the wells in the area. An additional well will be added in the public easement in front of the East Lake property.

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., Mrs. Merriel reported that Upper Pittsgrove had a \$0 tax impact for the 2013-2014 school year.

SACC REPORT

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

DELEGATE REPORT

DELEGATE REPORT

Mrs. Miller reported on the dues for next school year. Special Education costs were discussed. A \$250,000 grant was obtained to hire a "greenfellow" to assist districts with green initiatives. Actively campaigning for the elimination of a policy that terminates first hired, first fired employees.

FUTURE MEETINGS

FUTURE MEETINGS

April 16, 2013 - Policy Committee, 5:30 p.m., district office

April 16, 2013 - Finance/Facilities Committee, 6:30 p.m., district office April 18, 2013 - Personnel Committee, 5:30 p.m., district office April 18, 2013 - Ed Programs Committee, 6:30 p.m., district office April 25, 2013 - Regular Board Meeting, 7:00 p.m., MSS Library

FOR YOUR INFORMATION

FOR YOUR INFORMATION

Enrollment Reports

Suspension Reports

EXECUTIVE SESSION I

RECESS INTO EXECUTIVE SESSION I

Motion by Mr. Painter, seconded by Mrs. Miller and carried 9-0-0 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. (8:46 P.M.)

a. Personnel Matter

Roll Call: ayes: (9) Mrs. Duffield, Mr. Jacobucci, Mr. Kelty, Mrs. Merriel, Mrs. Miller, Mr. Morris, Mr.

Painter, Mr. Rey, and Mr. Vail; nays: (0); abstentions: (0)

RESUME PUBLIC ORTION

Motion by Mrs. Merriel, seconded by Mrs. Duffield, and carried 9-0 to resume the public portion of the meeting at 9:09 p.m.

MOTION OUT OF EXECUTIVE

MOTION OUT OF EXECUTIVE

Motion by Mrs. Duffield, seconded by Mr. Painter, and carried 9-0-0 by roll call to terminate the employment of part-time custodian Joe Akers effective March 5, 2013.

Motion by Mrs. Miller, seconded by Mr. Rey, and carried 9-0, with there being no further business to **ADJOURNMENT** conduct the meeting was adjourned at 9:13 p.m.

Respectfully submitted,

Mr. Frank A. Rizzo SBA/BS

Approved by Motion of the Board Date Signature/BA