

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, APRIL 25, 2013 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.

READING OF STATEMENT OF NOTICE:

Mr. Vail read aloud the following: 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-Piles Grove Regional Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the South Jersey Times, Elmer Times, Borough of Woodstown Municipal Hall, Township of Piles Grove 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 Piles Grove Clerk.

ROLL CALL:

Members Present: Mrs. Duffield, Mr. Kelty, Mrs. Merriel (arrived at 8:05 p.m.) Mrs. Miller, Mr. Morris, Mr. Painter, Mr. Rey and Mr. Vail.

Members absent: Mr. Jacobucci.

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

Administrators Present: Ms. Cioffi, Mr. Fagnoli, and Mrs. Braxton.

STAFF/STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month. - Ms. Cioffi, Mary Shoemaker School Principal, introduced Young Wolverines of the Month for April: Kylee Donelson and William Read.

Woodstown Middle School Junior Wolverines of the Month. - Mr. Fagnoli, Middle School Principal, introduced Junior Wolverines of the Month for April: Alyce Smith and Andrew Carpenter.

PUBLIC HEARING ON 2013-2014 SCHOOL YEAR BUDGET

Mr. Vail explained that the district is re-presenting the 2013-2014 budget due to an issue with the mailing of the Connection newsletter containing the 2013-2014 budget. Mr. Coleman and Mr. Rizzo then re-presented the powerpoint presentation on the 2013-2014 budget.

Mr. Vail then opened the floor to the public for questions. There were none.

APPROVAL OF MINUTES

Motion to approve the following minutes:
March 21, 2013 -- Special Meeting.
March 27, 2013 -- Regular Meeting and Executive Session.
April 4, 2013 -- Special Meeting.

Motion made by: Eileen C. Miller

Motion seconded by: Mark Kelty

Voting

Debbie A. Duffield - Yes

Mark Kelty - Yes

Eileen C. Miller - Yes

Richard C. Morris - Yes

Doug Painter - Abstain

George H. Rey - Yes

Chapman Vail - Yes

FINANCIAL REPORTS - (See Board Minutes Financial Back-Up Binder for details)

Board Secretary's and Treasurer's Reports and Certification.

Motion to approve the following:

Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, I certify that as of February 28, 2013, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Woodstown-Piles Grove 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.

The February 28, 2013, preliminary Report of the Treasurer of School Funds for the 2012-2013 school year is in agreement with the February 28, 2013, preliminary Report of the Board Secretary, pending audit.

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, that the Woodstown-Piles Grove Regional Board of Education certifies that as of April 25, 2013, 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.

Motion made by: Doug Painter
Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - Yes
Mark Kelty - Yes
Eileen C. Miller - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Transfers.

Motion to approve the transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of February, 2013.

Motion made by: Mark Kelty
Motion seconded by: Debbie A. Duffield

Voting

Debbie A. Duffield - Yes
Mark Kelty - Yes
Eileen C. Miller - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Bill List.

Motion to approve EFT's for February 2013, additional hand check payments for February 2013, and payment list for the month of April 2013.

Motion made by: Doug Painter
Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - Yes
Mark Kelty - Yes
Veronica Merriel - No Vote
Eileen C. Miller - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Abstain

Voided Checks.

Motion to approve voiding the following check:

Check #53333 dated 2/28/13, payable to Salem County Special Services School District in the amount of \$4,763.40 issued under P.O. #20-13 and #1094-13, due to incorrect amount. Check will be reissued under check #55086 in the amount of \$4,358.60.

Motion made by: Doug Painter
Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - Yes
Mark Kelty - Yes
Eileen C. Miller - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Additional Financial Reports.

Motion to accept the following reports:

Student Activities Account and Athletic Account for the month of March 2013.
Scholarships for the month of March 2013.
Odyssey of the Mind for the month of March 2013.
Cafeteria report for the month of February 2013.

Motion made by: Debbie A. Duffield
Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - Yes
Mark Kelty - Yes

Eileen C. Miller - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Community School Report. (voting not applicable to sending district representatives)
Motion to accept Woodstown Community School report for the month of March 2013.

Motion made by: Mark Kelty
Motion seconded by: Doug Painter

Voting
Debbie A. Duffield - Yes
Mark Kelty - Yes
Eileen C. Miller - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

AUDIENCE PARTICIPATION

Julianne Donnini of Pilesgrove addressed the Board concerning the upcoming changes in class scheduling and courses offered due to the referendum. She and others would like to be kept informed as changes are made and possibly have some input.

EDUCATIONAL PROGRAMS COMMITTEE REPORT AND RECOMMENDATIONS -- Mrs. Eileen Miller, Chairperson

Motion to approve the following items:

- High School field trips as follows:
 - 05/17/13: Special Ed/MD Class to Cream Valley Custard Stand; R. Fisher.
 - 05/28/13: Communications Academy to United Artist Theatre, Sewell; M. Hartman.
 - 05/31/13: Agriculture/Biotech Students to Winding River Campground, Mays Landing; S. Cobb.
 - 06/01/13: Marching Band to Wells Fargo Center, Philadelphia; J. Ludlam.

High School Harassment, Intimidation and Bullying Report dated March 2013. (NOTE: This report was acknowledged at the March meeting, and must now be approved.)
High School Harassment, Intimidation and Bullying Report dated April 2013. (NOTE: Since there are no incidents reported for April, no follow-up of this report is required at the May meeting.)

Submission of the New Jersey Department of Education, Office of Fiscal Accountability and Compliance Corrective Action Plan as a result of the federal programs review performed on December 10-12, 2012. (see page ___)

Motion made by: Eileen C. Miller
Motion seconded by: George H. Rey

Voting
Debbie A. Duffield - Yes
Mark Kelty - Yes
Eileen C. Miller - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

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

- Middle School and Shoemaker School field trips as follows:
 - Middle School
 - 04/23/13: Young Consumers/Math class to the Shoemaker School; H. Vinciguerra.
 - 06/01/13: Marching Band to Wells Fargo Center, Philadelphia; J. Ludlam.
 - 06/05/13: 8th grade to Tall Pines, Williamstown; J. Kelly.
 - Shoemaker School
 - 05/03/13: Kindergarten classes to Cape May Zoo; C. Grubb.
 - 05/06/13: Two fourth grade classes to PSE&G, Salem; D. Dickson.
 - 05/07/13: Two fourth grade classes to PSE&G, Salem; D. Dickson.

Home instruction:
Local ID #12697/NJSMART #6350345047 -- administrative request.

Middle School/Shoemaker School Harassment, Intimidation and Bullying Report dated March 2013. (NOTE: This report was acknowledged at the March meeting, and must now be approved.)
Acknowledge receipt of the Middle School/Shoemaker School Harassment, Intimidation and Bullying Report dated April 2013, and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

Submission of the One-Year Preschool Program Plan Update for 2013-2014.

EnVision Math pilot program for Grades K-6 for the 2013-2014 school year as described in the attached documentation.

Motion made by: Eileen C. Miller

Motion seconded by: Debbie A. Duffield

Voting

Debbie A. Duffield - Yes

Mark Kelty - Yes

Eileen C. Miller - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

Mrs. Merriel arrived at 8:05 p.m.

POLICY COMMITTEE REPORT AND RECOMMENDATIONS

Motion to adopt the following policy on second reading:

Policy #1200.1 -- School Volunteers (New).

Motion made by: Doug Painter

Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - No

Mark Kelty - Yes

Veronica Merriel - Yes

Eileen C. Miller - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

Motion to rescind the following policy in order to add effective date wording to the motion.

Policy #1200.1 -- School Volunteers (New).

Motion made by: Doug Painter

Motion seconded by: Mark Kelty

Voting

Debbie A. Duffield - Yes

Mark Kelty - Yes

Veronica Merriel - Yes

Eileen C. Miller - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

Motion to adopt the following policy on second reading effective September 1, 2013:

Policy #1200.1 -- School Volunteers (New).

Motion made by: Doug Painter

Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - No

Mark Kelty - Yes

Veronica Merriel - Yes

Eileen C. Miller - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

PERSONNEL COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. George Rey, Chairperson

Motion to approve the following items:

Acceptance of the retirement notice of Margaret Goodall, High School Teacher, effective July 1, 2013, with congratulations and regrets. (see page ____)

Leaves of absence as follows:

Katy Lynch, High School Teacher: maternity leave effective September 23, 2013, through December 13, 2013.

Cheryl Levitsky, High School Teacher: maternity leave effective September 3, 2013, through December 13, 2013.

April Haley, High School Teacher: medical leave of absence effective April 22, 2013, through May 20, 2013. This will be an unpaid leave of absence after Ms. Haley has used her available sick days.

Appointment of Jesse Stemberger as Assistant Boys' Tennis Coach retroactive to April 19, 2013, through the end of the season; compensation shall be prorated accordingly.

Professional development request of Thomas Coleman to attend the NJASA/NJAPSA 31st Annual Spring Conference on May 21-22, 2013, in Atlantic City. (see page ____)

High School volunteers. (see page ____)

Addition of the following to the district substitute list effective April 26, 2013, except as otherwise noted:

Virginia Butkowski -- substitute teacher.

Steven Hamlin -- substitute teacher and substitute instructional assistant.

Francis McGuigan -- substitute teacher.

Rosemma Ward -- substitute teacher effective September 1, 2013, through June 30, 2014. (NOTE: This approval allows Ms. Ward to serve as a substitute without a break in employment service.)

Emma Kellner -- clerical substitute.

Matthew Kienzle -- substitute teacher. (Mr. Kienzle is already on the district list as a substitute instructional assistant and would like to be added to this category.)

Compensation to the High School guidance counselors to work hours during the 2013 summer as needed. (see page ____)

Appointment of Angela Caruso as a High School Special Education Long-Term Substitute Teacher retroactive to April 24, 2013, through May 20, 2013, at the established rate of \$125.00 per day for each day worked, no other benefits, during Ms. Haley's leave of absence. (NOTE: Length of appointment to be adjusted as needed to coincide with Ms. Haley's return to work date.)

Acceptance of the resignation of Rachel Fisher, High School Special Education Teacher, effective at the conclusion of the 2012-2013 school year. (see page ____)

Motion made by: George H. Rey

Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - Yes

Mark Kelty - Yes

Veronica Merriel - Yes

Eileen C. Miller - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

Motion to approve the reappointment of the listed personnel for the 2013-2014 school year: (see page ____)

District/High School administrators.

Board/district office staff.

High/Middle School cafeteria workers.

District/High School maintenance/custodial workers.

High School secretaries, computer technicians, instructional assistants, and library aide.

District/High School certificated faculty.

Motion made by: George H. Rey

Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - Yes

Mark Kelty - Yes

Veronica Merriel - No

Eileen C. Miller - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

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

Acceptance of the following retirement notices effective July 1, 2013, with congratulations and regrets:

Andrea Robertson, Mary S. Shoemaker School Teacher. (see page ____)

Shelia Robeson, Mary S. Shoemaker School Secretary. (see page ____)

Susan Lawrence, Mary S. Shoemaker School Instructional Assistant. (see page ____)

Compensation to staff members for attendance at the following meetings: (see page ____)

Math Network Meeting.

Literacy Network Meeting.

Professional development requests as follows: (see page ____)

Diane Cioffi to attend the National Association for the Education of Young Children (NAEYC) conference on June 9-12, 2013, in San Francisco.

Colleen Jennings to attend the "Creative Solutions for Classroom Behavior Management" workshop on May 3, 2013, in Atlantic City.

Amanda Abernethy to attend "The Flipped Classroom: Practical Strategies to Successfully "Flip" Your Classroom (Grades 6-12)" workshop on May 13, 2013, in Cherry Hill.

Clinical practice request from Rowan University student Mary Prudence Fajardo to be placed with Christine Nowmos effective October 28, 2013, through December 19, 2013.

Middle School volunteers. (see page ___)

Compensation to the Middle School and Shoemaker School guidance counselors to work hours during the 2013 summer as needed. (see page ___)

Appointment and compensation to Joan Fornes, Charlene Catalano, and Chelsea Collins for hours worked with the Middle School Extended Day Program. (see page ___)

Motion made by: George H. Rey

Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - Yes

Mark Kelty - Yes

Eileen C. Miller - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

Motion to approve the reappointment of the listed personnel for the 2013-2014 school year: (see page ___)

Middle/Shoemaker School administrators.

Shoemaker School cafeteria workers.

Middle/Shoemaker School maintenance/custodial workers.

Middle/Shoemaker School secretaries, computer technicians, instructional assistants, and lunchroom aide.

Middle/Shoemaker School certificated faculty.

Motion made by: George H. Rey

Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - Yes

Mark Kelty - Yes

Veronica Merriel - Abstain

Eileen C. Miller - Yes

Richard C. Morris - Abstain

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

FINANCE/FACILITIES/TRANSPORTATION COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. Mark Kelty, Chairperson

Motion to approve the following items:

Participation in the Salem County Homeless Student Agreement for the 2013-2014 school year.

Acceptance of the independent review letter from Kimball & O'Brien, Certified Public Accountants, dated January 12, 2012, for the accounting and auditing practice of Triantos & Delp. (see page ___)

Acceptance of the High School/Middle School Fire/Security Drills for the month of March 2013.

Contract to participate in the Gloucester County Special Services School District Salem County Cooperative Transportation Program for the 2013-2014 school year.

Contract with Gloucester County Special Services School District for rebid of Route Y1012 for the Woodstown Twilight Program due to route cost over state bid threshold of \$17,500.00. The new route number is Y1017. The route cost will remain the same at \$249.00 per diem, plus a 7% administrative cost.

Motion made by: Mark Kelty

Motion seconded by: Doug Painter

Voting

Debbie A. Duffield - Yes

Mark Kelty - Yes

Veronica Merriel - Yes

Eileen C. Miller - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

Motion to approve the following items: (voting not applicable to sending district representatives)
Acceptance of a donation from Mr. and Mrs. George Eby, in the amount of \$30.00 in lieu of participating in the QSP magazine sales. This check will be deposited into the Mary Shoemaker Student Funds account to purchase items for the school.

Acceptance of the Mary Shoemaker Fire/Security Drills for the month of March 2013.

Motion made by: Mark Kelty
Motion seconded by: Doug Painter

Voting

Debbie A. Duffield - Yes
Mark Kelty - Yes
Eileen C. Miller - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail – Yes

OLD BUSINESS ITEMS - None

NEW BUSINESS ITEMS - None

OTHER REPORTS

President -- Mr. Chapman Vail reported the following:

- A meeting was held with the NAACP. They requested that we enforce the mandates of equal employment during the referendum period. They also requested that we monitor our practice of hiring minority personnel.
- Mr. Vail and Mr. Rizzo reported on the vacant Board seats.

Superintendent -- Mr. Thomas A. Coleman, Jr. reported the following:

- Changes will be taking place in preparing for the referendum project such as moving the ag room to trailers temporarily.
- Mr. Coleman has been asked to serve on the NJSIAA as 1st Executive V.P. He is very honored.
- Mr. Coleman informed the Board that the change in the meeting date in May was due to a conflict with the inservice scheduled for May which required the Prom date being moved after the Board meetings were scheduled.
- Mr. Coleman informed the Board that Mr. Bumpus stated that Woodstown High School has the highest SAT scores in Salem County.

Business Administrator -- Mr. Frank A. Rizzo reported on the following:

- Site bids have been rejected for a second time. Individual meetings have taken place with the bidders and the district is making progress with negotiations. We are close to the number we want to be at and the contractors have good ideas to reduce the cost.
- A meeting will be held on May 1st with the Woodstown Planning Board. Mr. Rizzo dropped off the plans which indicates parking on the asphalt lot behind the high/middle school and the Planning Board has some questions.

ADMINISTRATIVE REPORTS

Attached to Superintendent's Monthly Report and delivered under separate cover.

SENDING DISTRICT REPORTS

Alloway Township -- Mr. Richard Morris congratulated B.R. Williams, Inc. who was recognized during the recent Salem County Chamber of Commerce's annual banquet as the county's Distinguished Citizens of the Year.

Upper Pittsgrove Township -- Mrs. Ronny Merriel informed the Board that Upper Pittsgrove plans to attend the Quad-District meeting on May 8th.

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

DELEGATE REPORT

Mrs. Miller reported the following:

The 8th Grade Dialogue was held last month. All the kids did a great job.

The Delegate Assembly is in May.

Schools currently participating in the April elections are encouraged to participate in the November election instead.

FUTURE MEETINGS

May 14, 2013 -- Policy Committee, 5:30 p.m., district office.

May 14, 2013 -- Finance/Facilities Committee, 6:30 p.m., district office.

May 16, 2013 -- Personnel Committee, 5:30 p.m., district office.

May 16, 2013 -- Ed Programs Committee, 6:30 p.m., district office.

May 22, 2013* -- Regular Board Meeting, 7:00 p.m., Mary S. Shoemaker School Library.

*The regular meeting will be held on Wednesday, May 22, 2013, rather than Thursday, May 23, 2013, as originally scheduled.

IMPORTANT DATES

Wednesday, May 8, 2013 -- Quad District Event, High/Middle School Cafeteria, 6:00 p.m.

FOR YOUR INFORMATION

Enrollment Reports.
Suspension Reports.

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.

Motion that the Board of Education enter into executive session, by resolution, for an update on the legal matter concerning the bid protest of Modular Genius, and to discuss the bid protest of Landberg Construction, LLC. It is expected that the executive session will last approximately 30 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. (8:50 p.m.)

Motion made by: Eileen C. Miller
Motion seconded by: Mark Kelty

Voting

Debbie A. Duffield - Yes
Mark Kelty - Yes
Veronica Merriel - Yes
Eileen C. Miller - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 9:20 p.m.

Motion made by: Eileen C. Miller
Motion seconded by: Mark Kelty

Voting

Debbie A. Duffield - Yes
Mark Kelty - Yes
Veronica Merriel - Yes
Eileen C. Miller - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

ADJOURNMENT

Motion to adjourn the meeting at 9:21 p.m.

Motion made by: Veronica Merriel
Motion seconded by: Eileen C. Miller

Voting

Debbie A. Duffield - Yes
Mark Kelty - Yes
Veronica Merriel - Yes
Eileen C. Miller - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Respectfully submitted,

Mr. Frank A. Rizzo
SBA/BS

Approved by Motion of the Board

_____ Date

_____ Signature /SBA