

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, AUGUST 22, 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, Mrs. Garecht, Mr. Jacobucci, Mr. Morris, Mr. Painter, Mr. Rey, Mrs. Spence-Lacy and Mr. Vail.

Members absent: Mr. Kelty, Mrs. Merriel and Mrs. Miller.

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

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

STAFF/STUDENT RECOGNITION – None

APPROVAL OF MINUTES

Motion to approve the following minutes:
July 25, 2013 – Regular Meeting
August 8, 2013 – Special Meeting

Motion made by: Frank Jacobucci

Motion seconded by: George Rey

Voting

Debbie Duffield - Abstain

Darleen Garecht - Yes

Frank Jacobucci - Yes

Richard C. Morris - Yes

Doug Painter - Abstain

George H. Rey - Yes

Chapman Vail - Yes

FINANCIAL REPORTS

Motion to approve the following:

Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, I certify that as of June 30, 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 June 30, 2013, preliminary Report of the Treasurer of School Funds for the 2012-2013 school year is in agreement with the June 30, 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 August 22, 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: Frank Jacobucci

Voting

Debbie Duffield - Abstain

Darleen Garecht - Yes

Frank Jacobucci - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

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

Motion made by: George H. Rey
Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci - Yes
Richard C. Morris - Yes
Doug Painter - Abstain
George H. Rey - Yes
Chapman Vail - Yes

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

Motion made by: Debbie A. Duffield
Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Motion to accept the following reports:

- Student Activities Account and Athletic Account for the month of July 2013.
- Scholarships for the month of July 2013.
- Odyssey of the Mind for the month of July 2013.
- Revised Cafeteria report for the month of May and Cafeteria report for the month of June 2013.

Motion made by: George H. Rey
Motion seconded by: Debbie A. Duffield

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

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

Motion made by: Frank Jacobucci
Motion seconded by: Debbie A. Duffield

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

AUDIENCE PARTICIPATION - None

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, to discuss personnel. It is expected that the executive session will last approximately one-half hour. 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. (7:25 p.m.)

Motion made by: Doug Painter
Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci - 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 8:11 p.m.

Motion made by: Frank Jacobucci

Motion seconded by: Richard C. Morris

Voting

Debbie Duffield - Yes

Darleen Garecht - Yes

Frank Jacobucci - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

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

Motion to approve the following District and High School items:

Acceptance of students into the Twilight Program for the 2013-2014 school year. (see page ___)

High School field trip:

09/26/13 to Salem County Vocational-Technical School; DuPont Academic League; C. Coombs.

2013-2014 District and High School Handbooks:

- Child Study Team.
- School Health Services.
- Cafeteria.
- Substitute.
- High School: Faculty.
- High School: Activity Advisors.
- High/Middle School: Coaches.

Motion made by: George H. Rey

Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes

Darleen Garecht - Yes

Frank Jacobucci - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

Motion to approve the following Middle School item: (voting not applicable to sending district representatives):

2013-2014 Middle School Faculty Handbook.

Motion made by: George H. Rey

Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes

Darleen Garecht - Yes

Frank Jacobucci - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

POLICY COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. Doug Painter, Chairperson

Motion to adopt the following policy on second reading:

Policy #6142.4 -- Physical Education and Health (Revised).

Motion made by: Doug Painter

Motion seconded by: George H. Rey

Voting

Debbie Duffield - Yes

Darleen Garecht - Yes

Frank Jacobucci - Yes

Richard C. Morris - Yes

Doug Painter - Yes

George H. Rey - Yes

Chapman Vail - Yes

Motion to adopt the following regulations:

- Regulation #5141.2 -- Care of Injured and Ill Persons.
- Regulation #5141.21 -- Administration of Medication.
- Regulations #6114 -- Emergency and Disaster Preparedness:
 - Accidents To and From School.
 - Asbestos Release.
 - Emergency Evacuation Plan.
 - Fire and Fire Drills.
 - Kidnapping.
 - Natural Disasters and Man-Made Catastrophes.

- Nuclear Alert.
- Toxic Hazard Preparedness Program.
- Regulation #6146.2 -- Promotion and Retention.
- Regulation #6164.2 -- Guidance and Counseling.

Motion made by: Doug Painter

Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci – 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 District and High School items:

Appointment of Ashleigh Whitmore as Long-Term Substitute French Teacher effective September 1, 2013, until she has received her regular New Jersey Department of Education teaching certificate, at which time she will be designated as the regular French Teacher as appointed at the June 27, 2013, Board of Education meeting. Compensation shall be at the long-term substitute rate of \$125.00 per day until the certificate is received; Ms. Whitmore's salary will then be paid at the previously approved salary of Bachelor's, Step 1 (\$49,575.00), retroactively to September 1, 2013. In addition, although Ms. Whitmore will be paid as a long-term substitute initially, she will be entitled to the same benefits as afforded to all newly hired regular staff members. (NOTE: Ms. Whitmore has filed her application for the certificate to be issued, and it's now a matter of waiting for its receipt.)

Acceptance of resignation of Marcey Tabar as Part-Time Library Aide effective immediately. (see page ___)

Emergent hire resolutions for the following new High School staff member:
Ashleigh Whitmore -- French Teacher.

Job Description #4118.47 -- Information Systems Specialist. (see page ___)

Appointment of mentors for High School staff. (see page ___)

High School 2013-2014 extra-duty appointments as follows:

Project Graduation Co-Advisors: Meghan Taylor, Jane Harvey, and Suzanne Keller. (see page ___)

Sarah Nurnberger as Color Guard Instructor. (see page ___)

Meghan Taylor as Substitute Technology Mentor during Mrs. Levitsky's maternity leave of absence. (see page ___)

Acceptance of resignation of Christopher Snyder as TIGS Advisor for the 2013-2014 school year. (see page ___)

Appointment of Twilight Program staff members for the 2013-2014 school year. (see page ___)

2013-2014 District Substitute List. (see page ___)

Addition of the following to the district substitute list effective September 1, 2013:
Kimberly Hlavka -- substitute teacher and substitute instructional assistant.
Teresa Aitken -- substitute cafeteria worker and clerical substitute.
Allison Wentzel -- clerical substitute.
Tabatha Griffith -- substitute teacher.

Appointment of Ashleigh Whitmore as SADD Club Advisor for the 2013-2014 school year. This is a position for which there is no stipend.

Seventh period stipends for Jodi DiStafano and Judith Heineman for five days per week during the 2013-2014 school year. (see page ___)

Adjustment to salary of Kim Micale, High School Teacher, for the 2013-2014 school year to include placement on the Extended Service Increment guide at Step A, \$500.00.

High School athletic volunteers. (see page ___)

Motion made by: George H. Rey

Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci – Yes
Richard C. Morris - Yes

Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Motion to approve the following District appointments:

Gilbert Gonzalez as Chief Information Officer effective September 1, 2013, through June 30, 2014, at an annual salary of \$78,000.00, prorated to \$65,000.00, with the terms and conditions of employment as stipulated in Articles VII through XII and XVI of the Woodstown-Piles Grove Administrators Association negotiated agreement (see attachment). NOTE: Any workdays that Mr. Gonzalez has taken off from July 1, 2013, through August 31, 2013, shall be deducted from the allotment provided in the attached. (see page ___)

Anthony Lewin as Custodian effective September 1, 2013, through June 30, 2014, at Class III, Step 1 (\$31,637.00), prorated to \$26,364.00, and to approve an emergent hire resolution for Mr. Lewin (replacement for Chay Le who retired).

Stacy Shorter-Carney as Information Systems Specialist effective September 1, 2013, through June 30, 2014, at 10-Month Technician, Step 14 (\$42,595.00). NOTE: This is the same class/step that Mrs. Carney is presently paid.

Motion made by: George H. Rey
Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci - Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Motion to approve the following Middle School, Shoemaker School, and Early Childhood Learning Center appointments (voting not applicable to sending district representatives):

Don R. Dunner, Jr. as Middle School Math Teacher for the 2013-2014 school year at Master's, Step 10 (\$57,408.00) (replacement for Elaine Ortman who resigned).

Marybeth Foyle recommendation was pulled from the agenda.

Ondrea Sickler as Mary Shoemaker School Instructional Assistant for the 2013-2014 school year at Paraprofessional, Step 2 (\$18,972.00) (replacement for Cheryl Manganelli who has been appointed as the ECLC 10-Month Secretary).

Donna Sliwinski as Early Childhood Learning Center Cafeteria General Worker for the 2013-2014 school year at the rate of \$9.50 per hour, no other benefits (new position).

Mary Shoemaker School Lunchroom Aides as listed below for the 2013-2014 school year for 2-1/2 hours per day at the rate of \$8.76 per hour:

Kerry Thomsen.
Catheline Caltabiano.
Trumella Sye.

Olivia Holmes as Mary Shoemaker School Custodian effective September 1, 2013, through June 30, 2014, at Class III, Step 1 (\$31,367.00), prorated to \$26,364.00 (replacement for Judy Wiley who retired).

Motion made by: George H. Rey
Motion seconded by: Debbie A. Duffield

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Motion to approve the following Middle School, Shoemaker School and Early Childhood Learning Center appointments (voting not applicable to sending district representatives):

Appointment of mentors for Middle School, Mary Shoemaker School, and Early Childhood Learning Center staff. (see page ___)

Compensation to staff members for attendance at workshops. (see page ___)

Emergent hire resolutions for the following new staff members:

Angelina Sheridan -- Middle School Special Education Teacher.
Debra Mahoney -- Shoemaker School Part-Time Achieve Math Teacher.
Karen Perry -- Shoemaker School Part-Time Achieve English Teacher.
Grant Hildebrand -- Early Childhood Learning Center Part-Time Guidance Counselor.
Olivia Holmes -- Shoemaker School Custodian.

Kerry Thomsen -- Shoemaker School Lunchroom Aide.
Catheline Caltabiano -- Shoemaker School Lunchroom Aide.
Trumella Sye -- Shoemaker School Lunchroom Aides.

Seventh period stipend for Karma Stark for five days per week during the 2013-2014 school year. (see page ___)

Compensation to Kim Nelson, Middle School Guidance Counselor, to work an additional five days during the summer. (see page ___)

Appointment of Heather Vinciguerra as the 7th Grade Team Leader for the 2013-2014 school year. (see page ___)

Practicum placement request from Wilmington University for their student to be placed at the Shoemaker School. (see page ___)

Request from Rowan University for three of their students to complete their teacher observations at the Shoemaker School. (see page ___)

Appointment of mentors for the Shoemaker and Early Childhood Learning Center guidance counselors. (see page ___)

Motion made by: George H. Rey
Motion seconded by: Frank Jacobucci

Voting
Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci – Yes
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 District and High School related items:

Revision of lease with Cisco Systems Capital Corp. (De Lage Landen Public Finance LLC) in the amount of \$145,845.80 with five (5) payments in the amount of \$31,494.67 at an interest rate of 3.90% for phase two of the network infrastructure upgrade. This lease is for replacement of all edge switches throughout the entire district. (The reduction in interest reduced the payment amount from \$32,705.62 to \$31,494.67.) (Note: The motion was previously approved at the July Board meeting.)

Authorize Garrison Architects to make application to the New Jersey Department of Education on behalf of the Woodstown-Pilesgrove Regional School District for the Regular Operating District (ROD) grant funding up to the amount of \$19,865,767 for the High/Middle School.

**Woodstown MS-HS 2013 ROD Grant Projects
(SP# 33-5910-050-14-1001)**

1. Site Drainage of Front Entrance Loop Road and Drop-off Area
2. Replacement of Existing Roofing System with a New Modified SBS System, Perimeter Metal, etc.
3. Restoration- White Knight Coatings to Extend Warranties
4. Exterior Door Hardware and Frame Replacement
5. Hall Bathrooms - (MS and HS 1st Floors) Renovate and Reconfigure for ADA Compliance
6. Removal of Existing Corridor Carpeting and VAT and Replace with VCT
7. Painting of Interior Corridors
8. Elevator Modernization and ADA Compliance
9. Auditorium Seating Replacement ADA Compliance
10. Replace Existing Boilers with New Aerco Condensing Units, Controls, Valves, etc.
11. New Rooftop Unit Ventilators and Ductwork - Gymnasium
12. New Air Conditioning - Auxiliary Gym
13. New Rooftop Unit Ventilators and Ductwork - Locker Rooms
14. Replace Existing Unit Ventilators - Cafeteria
15. New Rooftop Unit Ventilators and Ductwork - Auditorium
16. Replace Existing Rooftop Unit Ventilators - IMC
17. Replace Split System Units - Ground and First Floor Air Conditioning
18. Replace Existing Rooftop Unit Ventilators - Band Room
19. New DDC Controls
20. New Hot Water Piping
21. Expansion of Existing Security System - Cameras, Keyless Entry, etc.
22. Electrical Service Upgrades, New Panels, Feeders and Distribution
23. Replace existing Fire Alarm with code compliant system.

To award contract to SJTP in the amount of \$67,100 for lighting upgrades in the high/middle school gym and Mary Shoemaker gym.

Motion made by: Doug Painter
Motion seconded by: Debbie A. Duffield

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci – Yes
Richard C. Morris - Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail - Yes

Motion to approve the following Middle School, Shoemaker School, and Early Childhood Learning Center items (voting not applicable to sending district representatives):

Contract with Gloucester County Special Services School District for the attendance of Middle School student NJSmart #1709115870 and Mary Shoemaker School student NJSmart #1416288941 for the Extended School Year program beginning July 8, 2013 through August 8, 2013 at a cost of \$3,840.00 per student.

Gloucester County Special Services School District Extended School Year One-on-One Teacher Assistant agreement for Mary Shoemaker School student NJSmart #1416288941 beginning July 8, 2013 through August 8, 2013 at a cost of \$3,120.00.

Contract with Ranch Hope Strang School for the attendance of Middle School student NJSmart #9507103894 beginning July 25, 2013 through to the end of the 2013-2014 school year at a cost of \$46,543.20.

Contract with Pineland Learning Center for the attendance of Middle School student NJSmart #6350345047 and Mary Shoemaker School student NJSmart #3025993161 beginning September 5, 2013 for the 2103-2014 school year at a cost of \$44,164.80 per student.

Textbooks to be placed on the NJ Department of Education Textbook Sharing website as per the attached. (Note: Books older than 10 years cannot be placed on the website and will be discarded.)

Authorize Garrison Architects to make application to the New Jersey Department of Education on behalf of the Woodstown-Piles Grove Regional School District for the Regular Operating District (ROD) grant funding up to the amount of \$2,558,750 for the Mary Shoemaker School.

***Shoemaker ES 2013 ROD Grant Projects
(SP# 33-5910-060-14-1002)***

1. Site Drainage of Existing Parking Lots and Drop-off Area
2. Remove existing main entrance concrete walkway and step and replace with new concrete, no step for ADA compliance.
3. Replacement of existing roofing system with new modified SBS system, perimeter metal, etc. as required.
4. Exterior door, hardware and frame replacement for ADA compliance.
5. Hall bathroom renovations and reconfiguration for ADA compliance.
6. Removal of existing corridor carpeting and replacement with VCT.
7. Replacement of existing boilers, controls, piping, etc.
8. Expansion of existing security system-cameras, wiring, etc.

Motion made by: Doug Painter

Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes
Darleen Garecht - Yes
Frank Jacobucci – Yes
Doug Painter - Yes
George H. Rey - Yes
Chapman Vail – Abstained to the Ranch Hope item only.

OLD BUSINESS ITEMS - None

NEW BUSINESS ITEMS - None

OTHER REPORTS

President -- Mr. Chapman Vail reported the following:

- Wished the administrators well on opening the schools this year.
- NJSBA has been circulating information on the upcoming bargaining training.

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

- Annual staff picnic is August 29th at the Mary Shoemaker School.
- Complimented the administration and staff on their scheduling efforts.
- Mr. Morris provided Mr. Coleman with a news article from NJ.COM on the "Best Public Schools You Probably Don't Know". Schools were given a letter grade for achievement and growth. In Salem County, Woodstown High School was the only school to receive an A.

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

- The science labs and cafeteria are coming along and should be done prior to the start of school.
- ECLC footings and peers have been poured.

ADMINISTRATIVE REPORTS

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

SENDING DISTRICT REPORTS

Alloway Township -- Mr. Richard Morris had nothing to report.

Upper Pittsgrove Township -- Mrs. Ronny Merriel was not in attendance.

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

DELEGATE REPORT-- Mrs. Miller was not in attendance.

FUTURE MEETINGS

September 17, 2013 -- Policy Committee, 5:30 p.m., district office.

September 17, 2013 -- Finance/Facilities Committee, 6:30 p.m., district office.

September 19, 2013 -- Personnel Committee, 5:30 p.m., district office.

September 19, 2013 -- Ed Programs Committee, 6:30 p.m., district office.

September 26, 2013 -- Regular Board Meeting, 7:00 p.m., Mary S. Shoemaker School Library.

ADJOURNMENT

Motion to adjourn this meeting at 9:23 p.m.

Motion made by: George Rey

Motion seconded by: Frank Jacobucci

Voting

Debbie Duffield - Yes

Darleen Garecht - Yes

Frank Jacobucci – 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