

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, JANUARY 28, 2016 AT THE MARY S. SHOEMAKER SCHOOL LIBRARY AT 7:00 P.M.

CALL TO ORDER

Mr. Kelty, President, called the meeting to order at 7:00 p.m.

FLAG SALUTE

Mr. Kelty then led the group in the pledge of allegiance to the flag.

READING OF STATEMENT OF NOTICE

Mr. Kelty 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 four 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: Mr. Grant (arrived at 7:28 p.m.), Mr. Kinney, Mrs. Miller, Dr. Morgan (arrived at 7:10 p.m.), Mr. Morris, Mr. Pennal, Mr. Rattigan, and Mr. Kelty.

Members absent: Mr. Bates, Mr. Iocona and Mrs. Spence-Lacy.

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

Administrators Present: Dr. Hoopes, Mrs. Pessolano, Ms. Cioffi, Mr. Fry, and Mrs. Martinez.

PRESENTATION

Woodstown High School Centennial Walkway – Mr. Doug Hathaway, along with the class officers of 2016 gave a PowerPoint presentation on the new walkway to be installed and how individuals can participate. The class also acknowledged the previously Board accepted donation from Mr. Sam Jones in the amount of \$25,000 to be used for the project.

STAFF/STUDENT RECOGNITION

William Roper Early Childhood Learning Center Youngest Wolverines of the Month – Mrs. Martinez, Principal, introduced the Youngest Wolverines of the Month for January: Mrs. Trebelhorn's Kindergarten class.

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for January: Mia Caruso and Andrew Valentine.

Woodstown Middle School Junior Wolverines of the Month – Mrs. Pessolano, Principal, introduced the Junior Wolverines of the Month for January: Ella Champigny and Jamie Vergara.

Woodstown High School Wolverines of the Month – Dr. Hoopes, Principal, introduced the Wolverines of the Month for January: Bryanna Roberts and Harry Duffield.

PRESENTATION – Annual Audit for Fiscal Year Ended June 30, 2015 - Mr. Samuel Delp of Triantos and Delp CPA's LLC informed the Board of two audit findings.

APPROVAL OF MINUTES

Motion to approve the following minutes:
December 17, 2015 – Regular Meeting.
January 7, 2016 – Reorganization Meeting.

Motion made by: Richard C. Morris

Motion seconded by: Eileen C. Miller

Voting

- Hue Grant – Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Judy Morgan – Yes
- Richard C. Morris – Yes
- Floyd Pennal – Yes
- Ron Rattigan – Yes
- Mark Kelty – Yes

FINANCIAL REPORTS - Board Secretary's and Treasurer's Reports and Certification. (see Board Minutes Financial Back-up Binder for details).

Motion to approve the following:
Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, I certify that as of November 30, 2015, 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.

Board Secretary

Date

The November 30, 2015, preliminary Report of the Treasurer of School Funds for the 2015-2016 school year is in agreement with the November 30, 2015, preliminary Report of the Board Secretary, pending audit.

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, that the Woodstown-Pilesgrove Regional Board of Education certifies that as of January 28, 2016, 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: Floyd Pennal
Motion seconded by: Eileen C. Miller

Voting

Hue Grant – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Richard C. Morris – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – Yes

Bill List.

Motion to approve EFT's for November 2015, additional hand check payments for November 2015, payment list for the month of January 2016.

Motion made by: Eileen C. Miller
Motion seconded by: Floyd Pennal

Voting

Hue Grant – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Richard C. Morris – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – Yes

Voided Checks.

Motion to approve voiding the following check (voting not applicable to sending district representatives):
Check #59500 dated 11/19/15, payable to Wrist Band.com in the amount of \$244.00 issued under P.O. #690-16, due to check lost in the mail. Check will be reissued under check #59628.

Motion made by: Eileen C. Miller
Motion seconded by: Floyd Pennal

Voting

Hue Grant – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – 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 November 2015 (voting not applicable to sending district representatives).

Motion made by: Eileen C. Miller
Motion seconded by: Floyd Pennal

Voting

Hue Grant – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – Yes

Additional Financial Reports.

Motion to accept the following reports (voting not applicable to sending district representatives):
Student Activities Account and Athletic Account for the month of December 2015.
Scholarships for the month of December 2015.
Odyssey of the Mind for the month of December 2015.
Cafeteria report for the month of November 2015.
Woodstown Community School report for the month of December 2015.

Motion made by: Eileen C. Miller
Motion seconded by: Floyd Pennal

Voting

Hue Grant – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – Yes

AUDIENCE PARTICIPATION – None

EDUCATIONAL PROGRAMS COMMITTEE REPORT AND RECOMMENDATIONS -- Mrs. Valerie Spence-Lacy, Chairperson

Motion to approve the following High School items:

High School field trips as follows:

02/02/16 to University of Delaware, Newark, DE; Honors English III; B. McMurray.
02/03/16 to University of Delaware, Newark, DE; Honors English III; B. McMurray.
02/04/16 to Rutgers University--Camden; Poetry Out Loud; P. Kranz.
02/09/16 to University of Delaware, Newark, DE; AP English IV; C. Coombs.
02/10/16 to University of Delaware, Newark, DE; AP English IV; C. Coombs.
02/11/16 to University of Delaware, Newark, DE; AP English IV; C. Coombs.
02/11/16 to RiverWinds Community Center, West Deptford; Guidance; D. Strachan.
02/16/16 to University of Delaware, Newark, DE; CP English IV; K. Lynch.
02/17/16 to University of Delaware, Newark, DE; CP English IV; L. Blaney.
02/18/16 to Performing Arts Theater, New York City, NY; French Club; A. Whitmore.
02/18 to 02/20/16 to Hilton Hotel & Conference Center, East Brunswick; Vocal Music (All State); K. Gunther.
02/18 to 02/19/16 to Harrah's, Atlantic City; FBLA; C. Levitsky.
02/25/16 to Salem Community College; Science Fair Set-Up; C. Rickard.
02/26/16 to Salem Community College; Science Fair Competition; C. Rickard.

Motion made by: Eileen C. Miller
Motion seconded by: Floyd Pennal

Voting

Hue Grant – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Richard C. Morris – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – Yes

Motion to approve the following High School item (voting not applicable to Upper Pittsgrove Township representative):

Home instruction approval as follows:

Local ID #192716/NJSMART #6201980707 -- administrative request.

Motion made by: Eileen C. Miller
Motion seconded by: Ron Rattigan

Voting

Hue Grant – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Richard C. Morris – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – Yes

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

Approval of the Harassment, Intimidation and Bullying report dated November 11, 2015, through December 7, 2015. (NOTE: This report was acknowledged at the December 17, 2015, meeting and must now be approved.)

Acknowledgement of receipt of the Harassment, Intimidation and Bullying Report dated December 8, 2015, through January 15, 2016, and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

Home instruction approval as follows:

Local ID #181364/NJSMART #3358807436 -- administrative request.

Middle School field trips as follows:

03/08/16 to Salem Middle School; Academic League; S. Serwan.
04/13/16 to Frawley Stadium, Wilmington, DE; Student Council; S. Kremenz.
05/17/16 to Pennsville Middle School; Academic League; S. Serwan.

Shoemaker School field trip as follows:

04/29/16 to Edelman Planetarium at Rowan University, Glassboro; Grade 3; B. Pagesy.

Motion made by: Eileen C. Miller

Motion seconded by: Floyd Pennal

Voting

Hue Grant – Yes

Eileen C. Miller – Yes

Judy Morgan – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Mark Kelty – Yes

POLICY COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. Robert Iocona, Chairperson - None

PERSONNEL COMMITTEE REPORT AND RECOMMENDATIONS -- Mrs. Eileen Miller, Chairperson

Motion to approve the following District and High School items as recommended by the Superintendent:

Addition of the following to the district substitute list effective January 29, 2016, through June 30, 2016:

Stephanie Dolbow -- substitute nurse.

Darlene Hoffman -- substitute teacher.

Appointment of Marybeth Foyle as Philosophy and FEA Advisor for the 2015-2016 school year, a position for which there is no stipend.

Compensation to High School teachers to provide extended day support for the 2015-2016 school year. (see page 17)

Appointment of spring athletic coaches for the 2015-2016 school year. (see page 18 through 19)

Motion made by: Eileen C. Miller

Motion seconded by: Judy Morgan

Voting

Hue Grant – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Judy Morgan – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Mark Kelty – Yes

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

Acceptance of resignation of Patrick Chestnut, High School Physics Teacher, effective January 3, 2016, with congratulations and regrets. (see page 20)

Acceptance of retirement notice of Patricia Foster, Early Childhood Learning Center Master Teacher, effective July 1, 2016, with congratulations and regrets. (see page 21)

Establish the effective date of Kim Micale's resignation as High School English teacher as December 23, 2015. (NOTE: Ms. Micale's resignation was accepted at the November 19, 2015, meeting with an effective date of January 15, 2016, or as soon as a suitable replacement was hired.)

Establish the effective date of Marybeth Foyle's appointment as High School English teacher as January 19, 2016. (NOTE: Ms. Foyle was appointed at the December 17, 2015, meeting with an effective date to be determined.)

Acceptance of resignation of Nicholas LaPosta, Part-Time Student Support Personnel, effective December 31, 2015, with congratulations and regrets. (see page 22)

Medical/maternity leave of absence request of Caitlin Fazzio, Early Childhood Learning Center Paraprofessional, effective February 1, 2016, through June 30, 2016.

Extend medical leave of absence of Andrea Bramante from January 15, 2016, as approved at the November 19, 2015, meeting, to February 9, 2016, or until doctor's release.

Professional development requests as follows: (see page 23 through 24)

Thomas A. Coleman, Jr. to attend the Foundation for Educational Administration's "Legal One -- Preparing for PARCC Year 2: Emerging Legal Issues" in Monroe Township, NJ, on January 22, 2016. (Ratification)

Eileen Miller to attend the New Jersey School Boards Association's "Technology Conference" in Princeton, NJ, on March 3, 2016.

Allison Pessolano to serve as administrative mentor for Joseph Hogan, Middle School English Language Arts Teacher, effective immediately through the end of the 2015-2016 school year, at no cost to the district.

Volunteers for the High School, Middle School, Shoemaker School, and Early Childhood Learning Center for the 2015-2016 school year. (see page 25 through 28)

Motion made by: Eileen C. Miller
Motion seconded by: Floyd Pennal
Voting

Hue Grant – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – Yes

Motion to approve the following High School appointment as recommended by the Superintendent:
Michael Wichart as High School Physics Teacher effective January 4, 2016, through June 30, 2016. Mr. Wichart was appointed to this position for the 2015-2016 school year as a one-year appointment only at the April 30, 2015, Board meeting, during Mr. Chestnut's extended sabbatical leave of absence. However, with Mr. Chestnut's resignation, this now becomes Mr. Wichart's permanent position.

Motion made by: Eileen C. Miller
Motion seconded by: Michael Kinney
Voting

Hue Grant – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Richard C. Morris – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – Yes

FINANCE/FACILITIES/TRANSPORTATION COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. Hue Grant, Chairperson

Motion to approve the following District and School-Level items:
Resolution to set tuition rates for the 2016-2017 school year. (see page 29)

Set the 2016 Extended School Year Summer Program tuition rate of \$2,500.00. (Note: No increase from current year.)

Motion made by: Hue Grant
Motion seconded by: Ron Rattigan
Voting

Hue Grant – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Judy Morgan – Yes
Richard C. Morris – Yes
Floyd Pennal – Yes
Ron Rattigan – Yes
Mark Kelty – Yes

Motion to approve the following District and School-Level items (voting not applicable to sending district representatives):

Set parent paid preschool tuition fee at \$1,900.00 for the 2016-2017 school year. (Note: Current rate is \$1,850.00)

Contract with Phoenix Advisors, LLC for the 2016-2017 school year.

Contract with Salem County Improvement Authority Solid Waste Disposal Shared Services Agreement effective January 1, 2016, through December 31, 2016.

Authorization to apply for and accept grant funds in the amount of \$700.00 from Target Field Trips.

Authorization to apply for the Artist in Education Grant.

Contract with Education Inc. to provide home instruction services to middle school student (NJSmart #1987963494 beginning January 12, 2016, at \$44.00 per hour.

Addition of elementary school student (NJSmart #7856689438) to the previously approved Gloucester County Special Services School District tuition contract at the prorated cost of \$23,283.00 plus an out of county surcharge prorated to \$1,950.00, beginning December 14, 2015, through the remainder of the 2015-2016 school year.

Modification to Memorandum of Agreement with Rowan University and Patrick Chestnut.

Textbooks to be placed on the NJ Department of Education Textbook Sharing website as attached. (Note: Books older than 10 years cannot be placed on the website and will be discarded.) (see page 30)

Reports of the District Fire/Security Drills for the month of December 2015.

Contract with Gloucester County Special Services School District for route Y1096 to transport one ECLC student (NJ SMART #7856689438) to Shady Lane Development Center in Clarksboro beginning December 16, 2015, through to the end of the 2015-2016 school year at a total route cost of \$254.36, plus a 7% administrative fee. (Note: The total route cost may be shared with students from other districts and therefore the cost per diem may be prorated accordingly by GCSSSD.)

Parental transportation contract for route AB-1 for parent of high school student (NJ SMART #3772726200) to transport their child to Arch Bishop Damiano School beginning January 8, 2016, through June 30, 2016, at a per diem rate of \$42.00.

Ardor Health Solutions Staffing Agreement.

Accept the Annual Audit for the Fiscal Year Ended June 30, 2015 as reviewed and discussed, including the Comprehensive Annual Financial Report (CAFR), recommendations, and the Corrective Action Plan. (see page 31 through 40)

Motion made by: Hue Grant

Motion seconded by: Floyd Pennal

Voting

Hue Grant – Yes

Eileen C. Miller – Yes

Judy Morgan – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Mark Kelty – Yes

OLD BUSINESS ITEMS – None

NEW BUSINESS ITEMS

Motion to approve the Board of Education Committee Assignments dated January 14, 2016.

Motion made by: Eileen C. Miller

Motion seconded by: Richard C. Morris

Voting

Hue Grant – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Judy Morgan – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Mark Kelty – Yes

OTHER REPORTS

President -- Mr. Kelty reported on the following:

- Welcomed new Board members.

Superintendent -- Mr. Thomas A. Coleman reported on the following:

- February 24, 2016 Hall of Fame Trailer.
- The decision to close school due to snow on January 25th was a collaborative decision with Salem County School Districts.

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

- Minor school bus accident at the ECLC on January 21, 2016 transporting student to YALE School.
- Meeting with both contractors next week for the MSS HVAC & Doors project and HS Windows and Doors project.

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 -- Mr. Michael Kinney reported on the successful outsourcing of bussing.

SCHOOL AGE CHILD CARE (SACC) REPORT -- Mr. Patrick Bates was not in attendance.

DELEGATE REPORT – Mrs. Eileen Miller, reported on the following:

- February 1 – Joint County Meeting
- February 27 – NJSBA Workshop Bootcamp will highlight some of the sessions from Atlantic City Workshop that was held in October.

FUTURE MEETINGS

- February 16, 2016 -- Finance/Facilities Committee, 5:30 p.m., district office.
- February 16, 2016 – Policy Committee, 6:30 p.m., district office.
- February 18, 2016 -- Ed Programs Committee, 5:30 p.m., district office.
- February 18, 2016 -- Personnel Committee, 6:30 p.m., district office.
- February 25, 2016 -- Regular Board Meeting, 7:00 p.m., Mary S. Shoemaker School Library.

IMPORTANT DATES

Wednesday, May 4, 2016 -- Quad District Event, Middle School Multi-Purpose Room, 6:00 p.m.

FOR YOUR INFORMATION

Enrollment Reports for the month of December 2015.
Suspension Reports for the month of December 2015.

ADJOURNMENT

Motion to adjourn this meeting at 8:03 p.m.

Motion made by: Eileen C. Miller

Motion seconded by: Michael Kinney

Voting

Hue Grant – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Judy Morgan – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Mark Kelly – Yes

Respectfully submitted,

Mr. Frank A. Rizzo
SBA/BS

Approved by Motion of the Board

Date

Signature /SBA