

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PIESGROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, JUNE 23, 2016 AT THE WILLIAM ROPER EARLY CHILDHOOD LEARNING CENTER MULTI-PURPOSE ROOM 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, Mr. Kinney, Mrs. Miller, Dr. Morgan, 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: Ms. Cioffi, Mr. Fry, and Mrs. Martinez.

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 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. (7:02 p.m.)

Motion made by: Eileen C. Miller

Motion seconded by: Hue Grant

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

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 7:45 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 Kelty – Yes

APPROVAL OF MINUTES

Motion to approve the following minutes:

May 26, 2016 – Regular Meeting and Executive Session Minutes.

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

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 April 30, 2016, 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.

Board Secretary

Date

The April 30, 2016, preliminary Report of the Treasurer of School Funds for the 2015-2016 school year is in agreement with the April 30, 2016, 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 June 23, 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: 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

Bill List.

Motion to approve EFT's for April 2016, additional hand check payments for April 2016, payment list for the month of June 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 Check.

Motion to approve voiding the following check (voting not applicable to sending district representatives):
Check #60246 dated 5/26/16, payable to Rowan Virtual Reality Lab, in the amount of \$600.00, issued under P.O.#1436-16, due to incorrect amount. Check will be reissued under check #60378 in the amount of \$360.00.

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

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 April 2016 (voting not applicable to sending district representatives).

Motion made by: Eileen C. Miller
Motion seconded by: Hue Grant

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 May 2016.
Scholarships for the month of May 2016.
Odyssey of the Mind for the month of May 2016.
Cafeteria report for the month of April and May 2016.
Woodstown Community School report for the month of May 2016.

Motion made by: Eileen C. Miller

Motion seconded by: Hue Grant

Voting

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

AUDIENCE PARTICIPATION

Dana Hitchner of Woodstown voiced her concerns on the leadership of the Early Childhood Learning Center and the Dean of Students position salary.

Angelica Pennal of Pilesgrove spoke concerning the Dean of Students position salary and the school business administrator stipend.

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:

08/22 to 08/26/16 to Camp Mason, Hardwick, NJ; Guidance/LMTI; G. Heyel.
07/04/16 to Marlton Park, Pilesgrove; Marching Band; J. Ludlam.

Class of 2017 Senior Class trip to Orlando, Florida, on April 25-29, 2017.

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

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 April 19 through May 17, 2016. (NOTE: This report was acknowledged at the May meeting and must now be approved.)

Acknowledgement of receipt of the Harassment, Intimidation and Bullying Report dated May 18 through June 13, 2016, and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

District Professional Development Plan for July 1, 2016, through June 30, 2017.

ESL Three-Year Program Plan for School Years 2016-2019.

Educere as online provider of 2016 summer school offerings for Woodstown Middle School.

Ratify the request of Darleen Garecht, former Board of Education member, to present her son with his diploma at the 2016 High School graduation ceremony as permitted by Board Policy #5127 -- Commencement Activities. (Note: The event had already taken place.)

Middle School field trips as follows:

07/04/16 to Marlton Park; Marching Band; J. Ludlam.
07/28/16 to Camp Edge, Alloway; STAND Students; J. Kelly.

Special education extended school year field trips as follows:

07/12/16 to Raise Your Dreams Farm; ESY-SE Programs; M. Micheletti.
07/14/16 to Raise Your Dreams Farm; ESY-SE Programs; M. Micheletti.
07/19/16 to Raise Your Dreams Farm; ESY-SE Programs; M. Micheletti.
07/21/16 to Raise Your Dreams Farm; ESY-SE Programs; M. Micheletti.

Motion made by: Eileen C. Miller

Motion seconded by: Hue Grant

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 item (voting not applicable to Upper Pittsgrove Township representative):

Settlement Agreement and General Release dated May 16, 2016, between the parents of/on behalf of student with NJSMART #6207902789 and the Woodstown-Piles Grove Regional School District Board of Education. (NOTE: The agreement is not attached due to a confidentiality clause that it contains prohibiting such.)

Motion made by: Eileen C. Miller

Motion seconded by: Hue Grant

Voting

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

POLICY COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. Robert Iacona, 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:
Reappointment of district paraprofessional staff for the 2016-2017 school year. (see page ___)

Appointment of staff to High School extra-duty positions for the 2016-2017 school year. (see page ___)

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

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):

Leave of absence requests as follows:

Maternity leave request of Melissa Micheletti, High School Family & Consumer Sciences Teacher, effective November 14, 2016, through February 17, 2017 (start date to be adjusted as needed).

Maternity leave request of Amelia Adams, High School Biology Teacher, effective December 5, 2016, through March 10, 2017 (start date to be adjusted as needed).

College request as follows:

Student teaching request for Patricia Stewart, a Rutgers Graduate School of Education student; to be placed with High School teachers Lisa Blaney and James Kelly effective September 6 through December 23, 2016.

Revision to Middle School extra-duty appointment for the 2016-2017 school year. (see page ___)

Mary Shoemaker School volunteer for the balance of the 2015-2016 school year as well as the 2016-2017 school year. This will allow this volunteer to work with the extended school year/summer program at the Shoemaker School. (see page ___)

Revision to job description #2132.16 -- Dean of Students.

Change in employment contract term of Jennifer Hildebrand, Dean of Students for Mary S. Shoemaker School, from 10-months to 12-months effective July 1, 2016, through June 30, 2017, at an annual salary of \$83,900.00.

Appointment of Kim Bokash as 2016 summer health office secretary for 3 days during the summer at her per diem rate.

Acceptance of resignation of Jonathan Goldsboro, Part-Time Custodian, effective June 8, 2016. (see page ___)

Professional development requests as follows: (see page ___)

Thomas Coleman to attend the "Superintendents' Summit, September 2016" in San Antonio, TX, on September 28-30, 2016. NOTE: The only cost to the district is mileage to/from the airport and

parking.

Sean Fry to attend the "Quality Curriculum Design & Alignment: A Three-Day Curriculum Writing Workshop" in Holbrook, NY, on June 27-29, 2016.

Nannette Hathaway to attend the American School Counselor Association "ASCA Annual Conference: Recipe for Success" virtual conference on July 9-12, 2016.

Jennifer Hildebrand to attend the McRel Teacher Evaluation Workshop for New Administrators at EIRC in Blackwood on August 17, 2016.

Rescind the following Middle School "Road to Success" extra-duty appointments for the 2016-2017 school year which were approved at the May 26, 2016, Board meeting:

Tabatha Griffith -- ELA.

Heather Vinciguerra -- Math.

Don Dunner -- Math.

Gary Lowden -- Math.

Revision to math curriculum support appointment approved at the May 26, 2016, Board meeting, changing the appointment from Melissa Hoeldtke to Kimberly Mullison.

Child study team 2016 summer work assignments. (see page ___)

Appointment of staff to the special education 2016 extended school year positions. (see page ___)

Reappointment of district certificated staff members as homebound instruction providers for the 2016-2017 school year at the negotiated rate of pay.

Reappointment of district certificated staff members as dance chaperones for the 2016-2017 school year at the negotiated rate of pay.

Appointment of staff to positions for the 2016 summer STAND program. (see page ___)

Employment contract with Frank A. Rizzo as School Business Administrator effective July 1, 2016, through June 30, 2017. NOTE: This document has been reviewed and approved by the Executive County Superintendent as required.

Acceptance of resignation notice of Melanie Petrin, Cafeteria Worker, effective June 30, 2016, and addition of Ms. Petrin to the district cafeteria substitute list as requested effective July 1, 2016, through June 30, 2017. (see page ___)

Reappointment of Donna Sliwinski as Cafeteria General Worker for the 2016-2017 school year at the rate of \$10.27 per hour for 4.5 hours per day. (replacement for Ms. Petrin)

Reappointment of Diane Griscom as Cafeteria Director for the 2016-2017 school year at an annual contracted salary of \$55,000.00.

Motion to table the following item in the pending motion to allow further discussion at committee as follows:

Change in employment contract term of Jennifer Hildebrand, Dean of Students for Mary S. Shoemaker School, from 10-months to 12-months effective July 1, 2016, through June 30, 2017, at an annual salary of \$83,900.00.

Mrs. Cioffi and Mrs. Martinez spoke concerning the need for the position.

Motion made by: Rob Rattigan

Motion seconded by: Floyd Pennal

Voting

Hue Grant – No

Eileen C. Miller – Yes

Judy Morgan – No

Floyd Pennal – Yes

Ron Rattigan – Yes

Mark Kelty – No

Motion defeated.

Motion to bring back the previous motion to approve the above 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).

Motion made by: Eileen C. Miller

Motion seconded by: Hue Grant

Voting

Hue Grant – Yes

Eileen C. Miller – Yes

Judy Morgan – Yes

Floyd Pennal – No

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 (voting not applicable to sending district representatives):

Reports of the District Fire/Security Drills for the month of May 2016.

Reports of the 2nd Annual School Bus Emergency Evacuation drills as follows:

Woodstown High/Middle School - May 14, 2016.

Mary Shoemaker School/William Roper Early Childhood Center - May 27, 2016.

Submission of the New Jersey Schools Insurance Group application in the amount of \$3,553.38 for the 2014-2015 Safety Grant Program and resolution as follows:

The Woodstown-Pilesgrove Regional School District Board of Education hereby agrees that the information provided in this application is complete and correct.

The Woodstown-Pilesgrove Regional School District Board of Education hereby approved the digital submission of the application for the 2014-2015 Safety Grant Program through the New Jersey Schools Insurance Group for the purposes described in the application, in the amount of \$3,553.38 for the July 1, 2014 through June 30, 2015 program period.

The Woodstown-Pilesgrove Regional School District Board of Education hereby grants authority to the school business administrator to submit the final required documents and digitally submit the application for review by the New Jersey Schools Insurance Group.

Submission of the Carl D. Perkins Career and Technical Education Improvement Act grant application in the amount of \$8,703.00 for the 2016-2017 school year.

Submission of the NCLB grant application in the amount of \$214,842.00 for the 2016-2017 school year.

Submission of the edConnectNJ IIS grant application in the amount of \$2,976.00 for the 2016-2017 school year.

Atlantic City Electric Company Utility Easement Agreement.

Pineland Learning Center, Inc. 2016-2017 tuition contract for the attendance of middle school student (NJSmart# 3025993161) in the amount of \$58,896.60 for the 2016-2017 school year.

Bancroft tuition contract for the attendance of elementary school student (NJSmart# 1350368915) in the amount of \$60,485.72 for the 2016-2017 school year.

Request from the following staff member for her child to attend a district school for the 2016-2017 school year in accordance with Policy #5118, at an administrative fee of \$7,839.00.

Pamela Stocum, Shoemaker School teacher; son to attend 3rd grade at the Mary Shoemaker School.

Paul's Commodity Hauling, Inc., contract for the 2016-2017 school year.

Authorize the School Business Administrator to accept RFP's for HVAC Testing and Balancing on July 7, 2016 and RFP's for HVAC Commissioning on July 7, 2016.

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 following (voting not applicable to sending district representatives):

Acceptance of resignations of Hue Grant and Judy Morgan as Board of Education Members representing Pilesgrove Township effective June 24, 2016, with regrets. (see page ___)

Motion made by: Hue Grant

Motion seconded by: Eileen C. Miller

Voting

Hue Grant – Abstained

Eileen C. Miller – Yes

Judy Morgan – Abstained

Floyd Pennal – Yes

Ron Rattigan – Yes

Mark Kelty – Yes

OTHER REPORTS

President -- Mr. Mark Kelty reported on the following:

- Thanked Mr. Grant and Dr. Morgan for their service to the district.
- Thanked Dr. Hoopes and Mrs. Pessolano for their efforts on 8th Grade Promotion and High School Graduation.

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

- Discussion on regionalization of the extended school year program for special education is in the works to be held at Salem County Vocational Technical School and will be run by Salem County Special Services School District. This is a cost savings for many districts for bussing, nursing services, administrative and teaching costs, and related services.

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

- An Act was passed that requires the school business administrator to submit a written report to the Board of Education on school district contracts by July 1 of each year, and is included as a handout in Board member folders.

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 following:

- Graduation went well.
- Looking to hire an Assistant Principal.
- Mr. Scott Eckstein, Principal will take on a dual roll of Chief School Administrator/Principal.

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

DELEGATE REPORT -- Mrs. Eileen Miller, reported on the upcoming events.

FUTURE MEETINGS

- Tuesday, July 19, 2016 -- Finance/Facilities Committee, 5:30 p.m., district office.
- Tuesday, July 19, 2016 -- Policy Committee, 6:30 p.m., district office.
- Thursday, July 21, 2016 -- Ed Programs Committee, 5:30 p.m., district office.
- Thursday, July 21, 2016 -- Personnel Committee, 6:30 p.m., district office.
- Thursday, July 28, 2016 -- Regular Board Meeting, 7:00 p.m., ECLC multi-purpose room.

FOR YOUR INFORMATION

Enrollment Reports for the month of May 2016.
Suspension Reports for the month of May 2016.

ADJOURNMENT

Motion to adjourn this meeting at 8:51 p.m.

Motion made by: Hue Grant
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

Respectfully submitted,

Mr. Frank A. Rizzo
SBA/BS

Approved by Motion of the Board

Date

Signature /SBA