

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, NOVEMBER 16, 2017 AT THE MARY S. SHOEMAKER SCHOOL LIBRARY AT 7:00 P.M.

CALL TO ORDER

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

READING OF STATEMENT OF NOTICE

Mr. Bates 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. Kinney, Mrs. Miller, Mr. Morris, Mr. Pennal, Mr. Rattigan, Mrs. Spence-Lacy, Ms. Wojciechowski, and Mr. Bates.

Members absent: Mr. Iocona, Dr. Stanton, and Mr. Zigo.

Also Present: Mrs. Virginia M. Grossman, Superintendent of Schools and Mrs. Rose Wang Chin, School Business Administrator/Board Secretary.

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

FLAG SALUTE

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

APPROVAL OF MINUTES

Motion to approve the following minutes:
October 26, 2017 – Regular Meeting and Executive Session Minutes.

Motion made by: Eileen C. Miller

Motion seconded by: Amy Wojciechowski

Voting

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Yes

Patrick Bates – Yes

AUDIENCE PARTICIPATION – Mrs. Hudson of Woodstown addressed the Board with concerns about the lunch program.

STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for November: Cole Lucas and Gabrielle Kurpis.

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for November: Kaiana Hickman and Nicholas Tighe

Woodstown High School Wolverines of the Month – Dr. Hoopes, Principal, introduced and Wolverines of the Month for November: Hannah Lindstrom and Luca Donnini.

STAFF RECOGNITION

Mrs. Grossman recognized and introduced two staff members as follows:

Andrea Bramante - recognition for being appointed to the New Jersey Advisory Council on Youth and Collegiate Affairs.

Deanna Miller - recognition for being selected as the NJ NAAE (National Association of Agriculture Educators) Teachers Turn the Key award recipient.

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

Motion to approve the following District and High School items: (all members vote)

Nan Hathaway to attend a workshop on NJ Anti-Bullying Bill of Rights Act on 11/30/2017. Cost not to exceed \$200 (includes registration and mileage).

Gabrielle Heyel to attend the 2017 Secondary School Counselor Training Institute for Federal and State Aide, 2018 FAFSA completion and NJ FAMS system on 11/1/2017. This is at no cost to the district.

Michele Martinez to attend the Special Services Director's Tool Kit workshop for utilizing strategies on 11/3/17. Cost not to exceed \$200 (includes registration and mileage).

Michele Martinez to attend the Hot Issues in School Law workshop for implementation of strategies in legal cases and IEP meetings on 11/14/2017. Cost not to exceed \$175 (includes registration and mileage).

Chris Snyder to attend the NJPSA Council Meeting on 12/8/2017. Cost not to exceed \$60.

Home instruction for student ID# 17113313548 from 1/2/2018 through approximately 3/6/2018 for medical reasons.

High School field trip list for the month of November. (see page ___)

Fund Raiser additions to the 2017-2018 list. (see page ___)

Motion made by: Valerie Spence-Lacy

Motion seconded by: Eileen C. Miller

Voting

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Yes

Patrick Bates – Yes

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

Harassment, Intimidation and Bullying report dated 10/16/2017 through 11/7/2017 and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

Tracy Demarest to attend 8 sessions of the Preschool Training Series - Improving the Preschool Classroom for Students with Disabilities. The meetings are at no cost to the district.

Julie Filipponi to attend 8 sessions of the Preschool Training Series - Improving the Preschool Classroom for Students with Disabilities. The meetings are at no cost to the district.

Middle School field trip list for the month of November 2017 List. (see page ___)

Shoemaker field trip list for the month of November 2017 List. (see page ___)

Christine Carpenter to monitor Holly Kitchen for her Health Internship from 1/2/2018 through 4/9/2018. (NOTE: Ms. Carpenter is replacing Shelley Mealey who was previously approved in July 2017.)

Approval of Erica Lucchesi from Wilmington University to complete Practicum/Field Observation in elementary education with Danielle Dickson (Shoemaker) from 1/16/2018 through 5/6/2018.

Additions to the 2017-2018 fundraiser list. (see page ___)

Uniform State Memorandum of Agreement Between Education and Local Enforcement Officials for the 2017-2018 school year.

Motion made by: Valerie Spence-Lacy

Motion seconded by: Eileen C. Miller

Voting

Eileen C. Miller – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Yes

Patrick Bates – Yes

POLICY COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. Robert Iocona, Chairperson.

Motion to approve and adopt the following policies for second reading:

Policy 3541.33 - Transportation Safety

Policy 6114 - Emergencies and Disaster Preparedness

Policy 6145/6145.2 - Intramural Competition; Interscholastic Competition

Policy 6163.1 - Media Center/Library

Motion made by: Floyd Pennal

Motion seconded by: Amy Wojciechowski

Voting

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Yes

Patrick Bates – Yes

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

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

Resignation of Ryan Tencza from the following coaching positions for the 2017-2018 school year effective 10/27/2017: Cross Country, Boys Track and Winter Track. Stipends will be pro-rated to resignation date.

Shavan Richmond as a 1:1 Swim Aide for student ID#9746241831 for the 2017-2018 swim season. Hourly rate - \$15.00 per hour. Cost shall be reimbursed by the Upper Pittsgrove Board of Education. (*pending criminal history and/or certification*)

Approval for Nancy Hennig, Food Service Staff, from 9/1/17 through 10/3/17 to work 4.5 hours per day at \$9.00 per hour. NOTE: This is a date correction from 10/1/17 to 9/1/17.

Approval for Nancy Hennig to increase her change in duties from 10/4/2017 and extend to 1/31/18 at \$14.69 per hour, 5 days per week for 5.75 hours per day.

2017-2018 salary for the Cafeteria Staff. (see page ___)

Extra Duty/Athletics for the 2017-2018 school year as follows:

High School extra duty list for November. (see page ___)

Athletic extra duty list for November. (see page ___)

Substitutes for the 2017-2018 school year as follows:

Anthonia Lleras as a substitute secretary, cafeteria aide, cafeteria worker.

Judith Hitchner as a substitute secretary.

Jenna Jones as a substitute teacher.

High School volunteer list for November. (see page ___)

Motion made by: Eileen C. Miller

Motion seconded by: Floyd Pennal

Voting

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Yes

Patrick Bates – Yes

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

Rescind Charlene Grubb as the Shoemaker Lego Club GT Coach for the 2017-2018 school year effective 10/30/2017.

Extension of hours effective 11/1/2017 for the following staff due to the 2017-2020 WPREA Contract. Hours changed to 25 per week.

Brandon Lyons

Kellilynn Clifford

Extra Duty/Athletics for the 2017-2018 school year as follows:

Charlene Grubb as a Homebound Instructor for the 2017-2018 school year. Hourly rate is per WPREA.

Shoemaker extra duty positions for Title I. (see page ___)

Curriculum extra duty payment for attending ELA and Math Network meeting. (see page ___)

Correction in rate for Marianne Wurmbach as an AM Duty Monitor (Drop-off) to \$15 per hour (paraprofessional rate) for the 2017-2018 school year.

Volunteer lists for the 2017-2018 school year as follows:

William Roper ECLC volunteer list for November. (see page ___)

Shoemaker volunteer list for November. (see page ___)

Middle School volunteer list for November. (see page ___)

Motion made by: Eileen C. Miller

Motion seconded by: Amy Wojciechowski

Voting

Eileen C. Miller – Yes

Floyd Pennal – Abstained from the volunteer lists for Shoemaker and Middle School only.

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Yes

Patrick Bates – Yes

FINANCE/FACILITIES/TRANSPORTATION COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. Floyd Pennal, Chairperson.

Motion to approve the following financial reports (Note: Goal #3): (see Board Minutes Financial Back-up Binder for details).

Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, I certify that as of October 31, 2017, 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 October 31, 2017, final Report of the Treasurer of School Funds for the 2017-2018 school year is in agreement with the October 31, 2017, final 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 October 31, 2017, 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.

EFT's for October 2017, additional hand check payments for October 2017, and payment list for the month of November 2017.

Transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of October 2017.

Additional financial reports as follows:

- Student Activities and Athletics for the month of October 2017.
- Scholarships for the month of October 2017.
- Odyssey of the Mind for the month of October 2017.
- Woodstown Community School for the month of October 2017.

Motion made by: Floyd Pennal

Motion seconded by: Eileen C. Miller

Voting

- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Floyd Pennal – Yes
- Ron Rattigan – Yes
- Valerie Spence-Lacy – Yes
- Amy Wojciechowski – Yes
- Patrick Bates – Yes

Motion to approve the following District and High School items:

Contract with Pineland Learning Center, Inc., for the attendance of high school student (NJSmart #3025993161) for the 2017-2018 school year at a tuition cost of \$52,560.00.

Authorization for the district to utilize GovDeal services to dispose of surplus property when necessary. (Note: The attached resolution will be presented when requesting disposal)

Contract with Gloucester County Special Services School District for route Y1364 to transport one high school student (NJ SMART # 4374457425) mid-day to home from Bankbridge Regional at \$58.95 per diem, plus a 7% administrative fee.

Motion made by: Floyd Pennal

Motion seconded by: Amy Wojciechowski

Voting

- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Floyd Pennal – Yes
- Ron Rattigan – Yes
- Valerie Spence-Lacy – Yes
- Amy Wojciechowski – Yes
- Patrick Bates – Yes

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

Contract with the Pilot School for the attendance of elementary school student (NJSmart #3856396553) for the 2017-2018 school year at a tuition cost of \$29,400.00.

Contract with Elk Township School District for the attendance of two elementary students at Aura Elementary School for the 2017-2018 school year at a tuition cost of \$15,815.00 per student.

Addition of middle school student (NJSmart #8023053951) to the Salem County Special Services School District Extended School Year contract, which was approved at the June 22, 2017 Board of Education meeting, in the amount of \$4,600.00.

Contract with Gloucester County Special Services School District for route Y1307 to transport one Pre-K student (NJ SMART # 3234327410) to Shady Lane Child Development Center beginning October 24, 2017 at a total route cost of \$275.00 per diem, plus a 7% administrative fee. The total per diem route cost may contain students from other districts and therefore the cost per diem will be prorated accordingly by GCSSSD.

Contract with Gloucester County Special Services School District for route Y1363 to transport middle school STAND students home after the school program, for approximately 20 days, beginning October 23, 2017 through May 21, 2018 at \$72.00 per diem, plus a 7% administrative fee. This route will be paid under the Title I grant.

Motion made by: Floyd Pennal

Motion seconded by: Valerie Spence-Lacy

Voting

Eileen C. Miller – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Yes

Patrick Bates – Yes

RECESS INTO EXECUTIVE SESSION I

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 contracts and 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. (7:37 p.m.)

Motion made by: Patrick Bates

Motion seconded by: Eileen C. Miller

Voting

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Yes

Patrick Bates – Yes

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 8:18 p.m.

Motion made by: Patrick Bates

Motion seconded by: Eileen C. Miller

Voting

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Yes

Patrick Bates – Yes

OLD BUSINESS ITEMS – None.

NEW BUSINESS ITEMS

Motion to accept the official election results from the November 7, 2017, general election as certified by the Salem County Clerk as follows (all members vote):

Borough of Woodstown - Two Seats, Three-Year Term:

Eileen C. Miller

Amy Wojciechowski

Township of Pilesgrove - One Seat, Three-Year Term:

Anne Nielsen

Motion made by: Patrick Bates

Motion seconded by: Michael Kinney

Voting

Michael Kinney – Yes

Eileen C. Miller – Abstained

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Amy Wojciechowski – Abstained

Patrick Bates – Yes

OTHER REPORTS

Administrator's Monthly Reports.

President -- Mr. Pat Bates reported on the following:

- Open discussion on nominating Board President for 2018.

Superintendent of Schools – Mrs. Virginia M. Grossman reported on the following:

- School Boards convention went well. Mrs. Grossman then asked Mrs. Miller and Mrs. Spence-Lacy to share their convention experience with the Board.

Business Administrator -- Mrs. Rose Wang Chin reported on the following:

- Thanked the Board for allowing her to attend the School Boards convention.
- ESSA grant has been approved.

SENDING DISTRICT REPORTS

Alloway Township -- Mr. Richard Morris reported that incumbent Board members were re-elected.

Upper Pittsgrove Township -- Mr. Michael Kinney reported that incumbent Board members were re-elected.

SCHOOL AGE CHILD CARE (SACC) REPORT -- Mr. Robert locona was not in attendance.

DELEGATE REPORT – Mrs. Eileen Miller reported that the Delegate Assembly will be held November 18th at Mercer County Community College.

AG SCIENCE ADVISORY BOARD REPORT – Dr. Julie Stanton was not in attendance.

FUTURE MEETINGS

- December 5, 2017 – Finance/Facilities Committee, 5:30 p.m., district office.
- December 5, 2017 – Policy Committee, 6:30 p.m., district office.
- December 7, 2017 – Ed Programs Committee, 5:30 p.m., district office.
- December 7, 2017 – Personnel Committee, 6:30 p.m., district office.
- December 13, 2017 – Regular Board Meeting, 7:00 p.m., Mary S. Shoemaker School Library.

COMMUNICATIONS

Letter from Woodstown Family Practice.

FOR YOUR INFORMATION

Enrollment Reports.
Suspension Reports.

ADJOURNMENT

Motion to adjourn this meeting at 8:54 p.m.

Motion made by: Michael Kinney

Motion seconded by: Valerie Spence-Lacy

Voting

- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Floyd Pennal – Yes
- Ron Rattigan – Yes
- Valerie Spence-Lacy – Yes
- Amy Wojciechowski – Yes
- Patrick Bates – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

Date

Signature /SBA