

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, MARCH 23, 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. Iocona, Mr. Kinney, Mrs. Miller, Mr. Morris, Mr. Pennal, Mr. Rattigan, Mrs. Spence-Lacy, Dr. Stanton, Mr. Zigo and Mr. Bates.

Members absent: Mr. Kelty.

Also Present: Mr. Thomas A. Coleman, Jr., Superintendent of Schools and Mr. Andrew R. Eubanks, Interim School Business Administrator/Board Secretary.

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

FLAG SALUTE

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

Mr. Bates then informed the Board that Mr. Jeff Mortimer of Piles Grove and former Board Member, passed away on March 22<sup>nd</sup> and asked for a moment of silence.

STAFF/STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for March: Grace Suwala and Bryce Savvas.

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for March: Sophie Briseno and George Nowmos.

Woodstown High School Wolverines of the Month – Dr. Hoopes, Principal, introduced and Wolverines of the Month for March: Emily Suwala and Coleman Weatherstone.

APPROVAL OF MINUTES

Motion to approve the following minutes:

- February 15, 2017 - Special Meeting and Executive Session Minutes.
- February 22, 2017 - Special Meeting and Executive Session Minutes.
- February 23, 2017 - Regular Meeting and Executive Session Minutes.
- March 6, 2017 - Special Meeting and Executive Session Minutes.
- March 7, 2017 - Special Meeting and Executive Session Minutes.
- March 16, 2017 - Special Meeting and Executive Session Minutes.

Motion made by: Eileen C. Miller

Motion seconded by: Robert Iocona

Voting

Robert Iocona – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Abstained on all executive session minutes and special meeting minutes.

Ron Rattigan – Yes

Valerie Spence-Lacy – Abstained to the March 16<sup>th</sup> minutes only.

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

AUDIENCE PARTICIPATION I

- Stephanie Taylor of Birds Eye Family Success Center in Pennsville spoke about the grant funded program which is due to a need in Salem County. At the center, you can learn new skills, share your talents, participate in activities, lead workshops, and meet others in your community.
- Dee Hackett read a statement acknowledging Dr. Hoopes as an excellent candidate for Superintendent.

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

Motion to approve the following District and High School items (voting not applicable to Alloway sending district representative):

Approval for high student (ID # 202198) to attend Yale in Cherry Hill. Tuition is the responsibility of the Upper Pittsgrove School District.

Motion made by: Valerie Spence-Lacy

Motion seconded by: Eileen C. Miller

Voting

Robert Iocona – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

Motion to approve the following District and High School items:

Approval of the revised policies for compliance with Part B of the IDEA and N.J.A.C. 6A: 14-1.1(b) and submission of the Statement of Assurance.

Approval of the Woodstown-Pilesgrove Regional School District's Three-year Preschool Program Plan for 2017-2020.

Approval of a new Fishing Club for the 2016-2017 school year. (Note: This is at no cost to the Board).

Approval of the High School field trip list for March 2017.

4/6/17 to East Lake, Woodstown, NJ; Twilight (Snyder)

4/11/17 to Edelman Planetarium & Virtual Reality Park, Glassboro, NJ; Science (Ordog)

4/22/17 to West Deptford High School, West Deptford, NJ; Music (Gunther)

4/27/17 to Gus' Pizza, Woodstown, NJ; Special Education (Nicotra)

5/1/17 to Salem Courthouse, Salem, NJ; Mock Trial (Knight)

5/2/17 to Lebanon, PA; FFA (Miller)

5/6/17 to Hersey Park, Hershey, PA; Band/Choir (Ludlam/Gunther)

5/19/17 to Menantico Preserve, Millville, NJ; Ecology/Field Biology (Williams)

5/23/17 to First Baptist Church, Woodstown, NJ; Music (Gunther)

5/24/17 to Monmouth University, West Long Branch, NJ; Ag/FFA (Miller)

5/25/17 to Regal Burlington Stadium, Burlington, NJ; Communications (Hartman/Kranz)

Motion made by: Valerie Spence-Lacy

Motion seconded by: Eileen C. Miller

Voting

Robert Iocona – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – 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 January 17, 2017 through February 13, 2017. (Note: This report was acknowledged at the February meeting and must now be approved.)

Acknowledgement of receipt of the Harassment, Intimidation and Bullying Report dated February 13, 2017 through March 13, 2017, and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

Approval of the Updated 2016-2017 School Calendar. Note: April 18th is now a school day. (see page \_\_\_)

Approval of the 2017-2018 School Calendar. (see page \_\_\_)

Approval to receive a tuition student from Lower Alloways Creek in the pm Preschool Disabled Program effective 3/7/2017 for the following services: Speech/Language Therapy-\$450/month; Occupational Therapy-\$460/month; Physical Therapy-\$368/month. (Note: Tuition and transportation is the responsibility of Lower Alloways Creek.

Mary Shoemaker field trips as follows:

6/1/17 to Salem Community College, Carneys Point, NJ; Math Showcase (Sherburne)

6/2/17 to Adventure Aquarium, Camden, NJ; Grade 1 Team (Kidder)

6/5/17 to PSE&G EERC, Chestnut St., Salem, NJ; Grade 4 Team (Donahue)

6/6/17 to Cape May Convention Center, Cape May, NJ; Grades 4 & 5 Choir (Nowmos)

6/8/17 to Woodstown Acme, Pilesgrove, NJ; Grade 4 Young Consumers (English)

Middle School field trips as follows:

3/9/17 to Gettysburg, PA; 7th grade SS/ELA (Stark)

3/23/17 to Local Food Pantry, Woodstown, NJ (walking trip); Gifted & Talented (Serwan)

4/20/17 to Franklin Institute (\*previously approved for 4/19/17 need to adjust date), Philadelphia, PA; 6th grade (Serwan)  
4/27/17 to Friends Home, Woodstown, NJ; Mind Stretchers (Serwan)  
5/11/17 to Penn State, Brandywine, PA; 7th grade females/Science-STEM (DiRusso)  
5/13/17 to Wells Fargo, Philadelphia, PA; Choir (Gorman)

Motion made by: Valerie Spence-Lacy

Motion seconded by: Eileen C. Miller

Voting

Robert locona – Yes

Eileen C. Miller – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

**POLICY COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. Robert locona, Chairperson.**

Motion to approve the following policies for second reading and adoption (voting not applicable to sending district representatives):

Policy #5111 - Admission

Policy #5118.2 - Foster Care and Educational Stability

Policy #5131 - Conduct and Discipline

Policy #5131.5 - Violence and Vandalism

Policy #5134 - Married and Pregnant Students

Policy #5141 - Health

Policy #5141.4 - Missing, Abused and Neglected Children

Motion made by: Robert locona

Motion seconded by: Valerie Spence-Lacy

Voting

Robert locona – Yes

Eileen C. Miller – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

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

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

Approval for Dina Strachan as co-advisor of the Gay/Straight Alliance Club for the 2016-2017 school year. (Note: This appointment is a no cost to the Board).

Approval for Michael Powers, Stephen Ordog and Craig Mangano as co-advisors of the Fishing Club for the 2016-2017 school year. (Note: These appointments are at no cost to the Board).

Approval of Jesse Stemberger as Assistant Boys' Tennis Coach for the 2016-2017 school year at Step 5 in the amount of \$4,275.00.

Approval of the additions to the High School volunteers list for the 2016-2017 school year. (see page \_\_\_\_)

Motion made by: Eileen C. Miller

Motion seconded by: Valerie Spence-Lacy

Voting

Robert locona – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

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

Acceptance of the retirement letter from Cindy Lenahan effective 7/1/2017 with regrets.

Acceptance of the letter of resignation from Kimberly Altiery retro-active to March 7, 2017.

Acceptance of the letter of resignation from Eileen Picone as a lunchroom aide.

Approval of the following medical leave(s) of absence:

Colleen Jennings from April 5, 2017 for approximately 4 weeks.

Robyn Veale from February 27, 2017 until March 20, 2017

Approval of Charles Loughlin as a Substitute Teacher (5th Grade) at Mary Shoemaker School from April 5, 2017 for approximately 4 weeks at \$90 per day.

Approval of Christina Jones to a full time Paraprofessional with the addition of a part time paraprofessional position at the Mary Shoemaker School effective 3/24/2017 through 6/30/2017. Salary - Step 1 (\$19,239 full time) pro-rated to start date.

Approval of Eileen Piconne as a part time Paraprofessional at Mary Shoemaker School effective 3/24/2017 through 6/30/2017. Salary - Step 1 (\$9,620 - part time) pro-rated to start date.

Approval of the additional volunteers for the Early Childhood Learning Center, Mary Shoemaker School and Woodstown Middle School for the 2016-2017 school year. (see page \_\_\_\_)

Professional Development request as follows:

Chris Snyder to attend the second portion of the Challenge Success Spring Conference in Palo Alto California from April, 21, 2017 through April 23, 2017. Cost of travel only - \$522.

Nannette Hathaway to attend the ASCA Annual Conference in Denver, Colorado from July 8, 2017 through July 11, 2017. Total cost (including airfare, tolls, lodging, meals and registrations) \$1,477.

Approval of Katie Lynn McCarthy from Rowan University to begin clinical practice in health and physical education at the high school from 10/30/2017 through 12/21/2017.

Motion made by: Eileen C. Miller

Motion seconded by: Valerie Spence-Lacy

Voting

Robert locona – Yes

Eileen C. Miller – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

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

FINANCIAL REPORTS - (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 February 28, 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 February 28, 2017, preliminary Report of the Treasurer of School Funds for the 2016-2017 school year is in agreement with the February 28, 2017, 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 February 28, 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.

Motion made by: Floyd Pennal

Motion seconded by: Robert locona

Voting

Robert locona – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

Motion to approve EFT's for February 2017, additional hand check payments for February 2017, and payment list for the month of March 2017.

Motion made by: Floyd Pennal

Motion seconded by: Valerie Spence-Lacy

Voting

Robert locona – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

Motion to approve the transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of February 2017 (voting not applicable to sending district representatives).

Motion made by: Floyd Pennal

Motion seconded by: Valerie Spence-Lacy

Voting

Robert locona – Yes

Eileen C. Miller – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

Motion to accept the following reports (voting not applicable to sending district representatives):

Student Activities and Athletics for the month of February 2017.

Scholarships for the month of February 2017.

Odyssey of the Mind for the month of February 2017.

Woodstown Community School for the month of February 2017.

Motion made by: Floyd Pennal

Motion seconded by: Travis Zigo

Voting

Robert locona – Yes

Eileen C. Miller – Yes

Floyd Pennal – Yes

Ron Rattigan – Yes

Valerie Spence-Lacy – Yes

Julie Stanton – Yes

Travis Zigo – Yes

Patrick Bates – Yes

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

Contract with Advancing Opportunities to provide job sampling to high school student (NJSmart #3772726200) at \$60.00 per hour plus mileage for approximately 15 weeks.

Approve Kathleen M. Pilarz as a consultant to provide counseling services to high school student (NJSmart #3772726200) at \$100.00 per hour for 4 hours per month, effective March 1, 2017 through the remainder of the 2016-2017 school year, pending receipt of required documents.

Donation to WHS Project Graduation from Crouch and Company in the amount \$3,500.00.

Request to apply and accept funds for the 2017 Salem Health & Wellness Foundation grant in the amount of \$600.00.

Establishment of the Oak Tree Chapter, NSDAR Excellence in History Award.

Addendum to route SLC-4 for an addition of 24 miles a day at \$1.00 per mile for an additional increase of \$24.00 per diem to transport elementary school student (NJSmart #9676798553) beginning March 7, 2017, through the remainder of the 2016-2017 school year.

Change order increase for Garozzo and Scimeca Construction Inc., in the amount of \$26,205.60 for the Woodstown High/Middle School School Window and Partial Door Replacement and Mary S. Shoemaker School Partial Door Replacement.

Camden County Educational Services Commission Cooperative Pricing System Agreement and Resolution.

Motion made by: Floyd Pennal  
Motion seconded by: Travis Zigo  
Voting  
Robert locona – Yes  
Eileen C. Miller – Yes  
Floyd Pennal – Yes  
Ron Rattigan – Yes  
Valerie Spence-Lacy – Yes  
Julie Stanton – Yes  
Travis Zigo – Yes  
Patrick Bates – Yes

OLD BUSINESS ITEMS – None

NEW BUSINESS ITEMS – Mr. Bates informed the Board that Mr. Mark Kelty, Board member has given his resignation. Mr. Coleman thanked Mr. Kelty for his years of service to the district and highlighted his good work during his time on the Board.

Motion to accept the resignation of Mark Kelty, Board Member, effective immediately.

Motion made by: Robert locona  
Motion seconded by: Floyd Pennal  
Voting  
Robert locona – Yes  
Michael Kinney – Yes  
Eileen C. Miller – Yes  
Richard C. Morris – Yes  
Floyd Pennal – Yes  
Ron Rattigan – Yes  
Valerie Spence-Lacy – Yes  
Julie Stanton – Yes  
Travis Zigo – Yes  
Patrick Bates – Yes

#### OTHER REPORTS

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

- Thanked the Board for the hours they have dedicated to the Board during the last couple of months.

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

- Construction will continue during the summer months, therefore, the June and July Board meetings will be rescheduled to be held at the Early Childhood Learning Center.

Business Administrator -- Mr. Andrew R. Eubanks had nothing to report.

#### ADMINISTRATIVE REPORTS

Superintendent's Monthly Report.

#### SENDING DISTRICT REPORTS

Alloway Township -- Mr. Richard Morris reported on the following:

- Superintendent search continues.
- April 25<sup>th</sup> is Alloways Public Hearing on the Budget

Upper Pittsgrove Township -- Mr. Michael Kinney had nothing to report.

SCHOOL AGE CHILD CARE (SACC) REPORT -- Mr. Robert locona had nothing to report.

AD HOC BUDGET COMMITTEE REPORT -- Mr. Patrick Bates stated that he will try to reach out to the committee in April.

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

- 8<sup>th</sup> Grade Dialogue was a success.
- Encouraged Board members to take advantage of the professional development that NJSBA offers.

AG ADVISORY BOARD – Dr. Stanton reminded the Board of the Ag tour scheduled for June 24, 2017.

#### FUTURE MEETINGS

- Thursday, April 6, 2017 – Special Meeting, 7:00 p.m., district office.
- Tuesday, April 18, 2017 – Finance/Facilities Committee, 5:30 p.m., district office.
- Tuesday, April 18, 2017 – Policy Committee, 6:30 p.m., district office.
- Thursday, April 20, 2017 -- Ed Programs Committee, 5:30 p.m., district office.
- Thursday, April 20, 2017 -- Personnel Committee, 6:30 p.m., district office.
- Thursday, April 27, 2017 -- Regular Board Meeting, 7:00 p.m., Mary S. Shoemaker School Library.

#### FOR YOUR INFORMATION

Enrollment Reports for the month of February 2017.  
Suspension Reports for the month of February 2017.

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 personnel. It is expected that the executive session will last approximately 60 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. (8:12 p.m.)

- Motion made by: Eileen C. Miller
- Motion seconded by: Julie Stanton
- Voting
- Robert locona – Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Floyd Pennal – Yes
- Ron Rattigan – Yes
- Valerie Spence-Lacy – Yes
- Julie Stanton – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

Mr. Pennal left the meeting at 8:12 p.m.

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 10:13 p.m.

- Motion made by: Valerie Spence-Lacy
- Motion seconded by: Eileen C. Miller
- Voting
- Robert locona – Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Ron Rattigan – Yes
- Valerie Spence-Lacy – Yes
- Julie Stanton – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

ADJOURNMENT

Motion to adjourn this meeting at 10:24 p.m.

- Motion made by: Julie Stanton
- Motion seconded by: Eileen C. Miller
- Voting
- Robert locona – Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Ron Rattigan – Yes
- Valerie Spence-Lacy – Yes
- Julie Stanton – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

Respectfully submitted,

Mr. Andrew R. Eubanks  
Interim SBA/BS

Approved by Motion of the Board

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\_\_\_\_\_

Date

Signature /SBA