

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, FEBRUARY 22, 2018 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.

FLAG SALUTE

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

ROLL CALL:

Members Present: Mrs. Chiarelli, Mr. Iocona, Mr. Kinney, Mrs. Miller, Mr. Morris, Dr. Nielsen, Mr. Rattigan (arrived at 7:48 p.m.), Dr. Stanton, Mr. Zigo, and Mr. Bates.

Members absent: Ms. Wojciechowski.

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.

APPROVAL OF MINUTES

Motion to approve the following minutes:

January 25, 2018 - Regular Meeting and Executive Session Minutes.

Motion made by: Eileen C. Miller

Motion seconded by: Julie Stanton

Voting

Maricia Chiarelli - Yes

Robert Iocona - Abstained

Michael Kinney - Yes

Eileen C. Miller - Yes

Richard C. Morris - Yes

Anne Nielsen - Yes

Julie Stanton - Yes

Travis Zigo - Yes

Patrick Bates - Yes

AUDIENCE PARTICIPATION – Agenda Items only - None.

STAFF/STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for February: Sara Martin and Colin Schmidt.

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for February: Abigail Heathwaite and Andrew Clemente.

Woodstown High School Wolverines of the Month – Dr. Hoopes, Principal, introduced and Wolverines of the Month for February: Madalyn Padlo and Liam Casey.

PRESENTATION

Mrs. Grossman gave a PowerPoint presentation of the district's mid-year review on the board goals.

INSTRUCTIONAL COMMITTEE REPORT AND RECOMMENDATIONS – Ms. Amy Wojciechowski, Chairperson.

Motion to approve the following District and High School items:

High school student ID# 648969237 for home instruction from 2/13/18 for approximately 6 weeks for medical reasons.

High school student ID# 217426764 for home instruction from 1/31/18 through approximately 3/5/18 for medical reasons.

High School Field Trips for February 2018.

February 2018 Fundraiser List.

Motion made by: Eileen C. Miller

Motion seconded by: Travis Zigo

Voting

Maricia Chiarelli - Yes

Robert Iocona - Yes

Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Julie Stanton – Yes
Travis Zigo – Yes
Patrick Bates – Yes

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

Harassment, Intimidation and Bullying report dated February 9, 2018 to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

Mary Shoemaker February 2018 Field Trip List.

Roper Early Childhood Education Center February 2018 Field Trip List.

Motion made by: Eileen C. Miller
Motion seconded by: Julie Stanton

Voting

Maricia Chiarelli - Yes
Robert Iocona - Yes
Eileen C. Miller – Yes
Anne Nielsen – Yes
Julie Stanton – Yes
Travis Zigo – Yes
Patrick Bates – Yes

Motion to approve the following policies on first reading:

Policy 1250 - Visitors.
Policy 5131.1 - Harassment, Intimidation and Bullying.
Policy 5141.23 - Management of Pediculosis.
Policy 5141.24 - Naloxone.
Policy 6145.1/6145.2 - Intramural competition; Interscholastic Competition.
Exhibit 6145.1/6145.2 - Use and Misuse of Opioid Drugs Fact and Sign-off Sheet.

Motion made by: Eileen C. Miller

Motion seconded by: Travis Zigo

Voting

Maricia Chiarelli - Yes
Robert Iocona - Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Julie Stanton – Yes
Travis Zigo – Yes
Patrick Bates – Yes

ADMINISTRATION COMMITTEE REPORT AND RECOMMENDATIONS – Mr. Robert Iocona, Chairperson.

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

Retirement of Arlene Cobb as a Cafeteria worker retro-active to January 31, 2018.

Retirement of Diane Griscom as Cafeteria Manager retro-active to February 1, 2018.

Resignation of James Ludlam as the Director of Jazz Band effective 2/8/2018.

High School February 2018 Volunteer List.

Assistant Superintendent for Business job description.

Motion made by: Robert Iocona

Motion seconded by: Anne Nielsen

Voting

Maricia Chiarelli - Yes
Robert Iocona - Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Julie Stanton – Yes
Travis Zigo – Yes
Patrick Bates – Yes

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

Resignation of Michael Maxwell from the position of 7th grade ELA lab monitor for the 2017-2018 school year effective 1/10/2018.

Taquan Carey as a part time Aide at the Mary Shoemaker School retro-active to February 1, 2018. (NOTE: Taquan will be working on Wednesday, from 12 to dismissal and full day on Thursday and Friday. All staff are approved pending criminal history and/or certification.)

Kimberly Altiery as a substitute paraprofessional and secretary for the 2017-2018 school year effective 2/23/2018.

Middle School February 2018 Volunteer list.

Mary Shoemaker February 2018 Volunteer list.

Roper Early Childhood Education Center February 2018 Volunteer List.

Approval of elementary teacher Susan Dyer for a medical leave of absence beginning 3/22/2018 for approximately 12 weeks.

Motion made by: Robert Iocona
Motion seconded by: Maricia Chiarelli

Voting

- Maricia Chiarelli - Yes
- Robert Iocona - Yes
- Eileen C. Miller – Yes
- Anne Nielsen – Yes
- Julie Stanton – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

Motion to approve the following policies:

- Approval of the following policies for first reading.
 - Policy 2130 - Administrator Evaluations.
 - Policy 2131 - Superintendent Evaluation.

Approval and adoption of the following policies for second reading.

- Policy 4111 - Recruitment, Selection and Hiring. NOTE: this was approved for a first reading in December.

Motion made by: Robert Iocona
Motion seconded by: Maricia Chiarelli

Voting

- Maricia Chiarelli - Yes
- Robert Iocona - Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Anne Nielsen – Yes
- Julie Stanton – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

OPERATIONS COMMITTEE REPORT AND RECOMMENDATIONS -- Mr. Travis Zigo, Chairperson.

Motion to approve the following financial reports: (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 January 31, 2018, 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 January 31, 2018, final Report of the Treasurer of School Funds for the 2017-2018 school year is in agreement with the January 31, 2018, 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 January 31, 2018, 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 January 2018, additional hand check payments for January 2018, and payment list for the month of February 2018.

Transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of January 2018.

Additional financial reports as follows:

- Student Activities and Athletics for the month of January 2018.
- Scholarships for the month of January 2018.
- Odyssey of the Mind for the month of January 2018.
- Woodstown Community School for the month of January 2018.

Motion made by: Travis Zigo

Motion seconded by: Michael Kinney

Voting

- Maricia Chiarelli - Yes
- Robert Iocona - Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Anne Nielsen – Yes
- Julie Stanton – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

Motion to approve the following District and High School items:

Motion to approve SysAid software product, tailored for Education for the following IT and Facility features: service desk management tool, key asset management, facility usage. The annual cost for this software is \$3,000.00.

Additional Child Study Team consultant services for the 2017-2018 school year as follows:

- Barbara Addis, Occupational Therapist
- Jennifer Moustakas, Speech Therapist

Photography contract with Lifetouch for the 2018-2019, 2019-2020, and 2020-2021 school years.

Authorize Edison Energy (Edison) to conduct a request for proposal for the purpose of procuring electric supply, to select a third party electric supplier for the District, and to act as its agent pertaining to the evaluation and implementation of any third party electric supply contract. A fee of \$0.003/kWh for electric energy shall be paid to Edison during the term of the third party electric supply contract by the winning supplier.

Motion made by: Travis Zigo

Motion seconded by: Michael Kinney

Voting

- Maricia Chiarelli - Yes
- Robert Iocona - Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Anne Nielsen – Yes
- Julie Stanton – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

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

Acceptance of a non-resident/non-employee middle school tuition student (NJSmart #1374829644) in the prorated amount of \$4,578 effective January 22, 2018 through the remainder of the 2017-2018 school year.

Revision to contract with Gloucester County Special Services School District Route Y1377 to add one elementary school student (NJ SMART #3834386610) to be transported to and from William Roper Early Childhood Learning Center at an additional 16 miles per day at \$1.00 per mile. Total route cost of \$357.16 plus \$16.00 = \$373.16, plus a 7% administrative fee. This route will go out for bid within 90 days due to quote being over bid threshold.

Joint transportation agreement with Alloway Township School District for route AV1 to transport one elementary school student (NJ SMART #6670522415) to YALE – Kirby's Mill Elementary School in Medford, NJ, beginning February 5, 2018 to the end of the school year. The district share cost per diem is \$95.00 for a total cost of \$8,360.00.

Use of Facilities request from the SACC program to hold the 2018-2019 Before and After School Aged Child Care Program at the Mary Shoemaker School.

Motion made by: Travis Zigo

Motion seconded by: Julie Stanton

Voting

- Maricia Chiarelli - Yes
- Robert Iocona - Yes
- Eileen C. Miller – Yes
- Anne Nielsen – Yes
- Julie Stanton – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

Motion to approve and adopt the following policy on second reading:
Policy 3542.2 - School Meal Program Arrears.

Motion made by: Travis Zigo
Motion seconded by: Michael Kinney
Voting
Maricia Chiarelli - Yes
Robert Iocona - Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Julie Stanton – Yes
Travis Zigo – Yes
Patrick Bates – Yes

OLD BUSINESS ITEMS – None.

NEW BUSINESS ITEMS – Mr. Bates reported that liaison's will be established for 5 more community organizations.

AUDIENCE PARTICIPATION – Non-agenda Items. – None

OTHER REPORTS

President -- Mr. Pat Bates had no additional information to report.

Business Administrator -- Mrs. Rose Wang Chin spoke concerning the following:

- Update on food service software LunchTime.

Superintendent of Schools – Mrs. Virginia M. Grossman had no additional information to report.

SENDING DISTRICT REPORTS

Alloway Township -- Mr. Richard Morris shared a School Performance Comparison.

Upper Pittsgrove Township -- Mr. Michael Kinney reported that Upper Pittsgrove is not in support of the Charter School which will be housed at Appel Farm in Elmer.

SCHOOL AGE CHILD CARE (SACC) REPORT – Mr. Robert Iocona reported that SACC is working through the new fee proposed by the district for the summer program.

DELEGATE REPORT – Mrs. Eileen Miller reported that the Salem County meeting was held on February 21, 2018. Some topics of discussion were E-Rate and technology.

AG SCIENCE ADVISORY BOARD REPORT – Dr. Julie Stanton had nothing to report.

FUTURE MEETINGS

- March 8, 2018 – Wolverine Den Meeting - Budget Discussion, 7:00 p.m., Mary S. Shoemaker.
- March 13, 2018 – Operations Committee, 5:30 p.m., district office
- March 15, 2018 – Administration Committee, 4:30 p.m., district office
- March 15, 2018 – Instruction Committee, 6:00 p.m., district office
- March 22, 2018 – Regular Board Meeting, 7:00 p.m., Mary S. Shoemaker School Library.
- April 17, 2018 – Operations Committee, 5:30 p.m., district office
- April 19, 2018 – Administration Committee, 4:30 p.m., district office
- April 19, 2018 – Instruction Committee, 6:00 p.m., district office
- April 26, 2018 – Regular Board Meeting, 7:00 p.m., Mary S. Shoemaker School Library.

IMPORTANT DATES

- March 3, 2018 - Diversity Summit, 9:00 a.m., Middle School All Purpose Room

FOR YOUR INFORMATION

Enrollment Reports.
Suspension Reports.

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 student matters and personnel/legal matters. 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. (8:19 p.m.)

Motion made by: Patrick Bates
Motion seconded by: Eileen Miller
Voting
Maricia Chiarelli - Yes
Robert Iocona - Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes

Anne Nielsen – Yes
Ronald Rattigan – Yes
Julie Stanton – Yes
Travis Zigo – Yes
Patrick Bates – Yes

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 8:38 p.m.

Motion made by: Eileen C. Miller
Motion seconded by: Julie Stanton
Voting
Maricia Chiarelli - Yes
Robert Iocona - Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Ronald Rattigan – Yes
Julie Stanton – Yes
Travis Zigo – Yes
Patrick Bates – Yes

ADJOURNMENT

Motion to adjourn this meeting at 8:39 p.m.

Motion made by: Julie Stanton
Motion seconded by: Anne Nielsen
Voting
Maricia Chiarelli - Yes
Robert Iocona - Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Ronald Rattigan – Yes
Julie Stanton – Yes
Travis Zigo – Yes
Patrick Bates – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

Date

Signature /SBA