

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON TUESDAY EVENING, MARCH 27, 2018 AT THE MARY S. SHOEMAKER SCHOOL CAFETERIA 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: Mr. Iocona, Mr. Kinney (arrived at 7:13 p.m.), Mrs. Miller, Dr. Nielsen, Dr. Stanton, Mrs. Wojciechowski, Mr. Zigo, and Mr. Bates.

Members absent: Mrs. Chiarelli, Mr. Morris, and Mr. Rattigan.

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, and Mrs. Martinez.

Mr. Bates read the following statement and then asked for a moment of silence:

This past Sunday, a Woodstown High School student and valued member of our community, Tim Crim, was killed in a tragic automobile accident. Tim was a junior here at Woodstown and a special part of the Woodstown family. Tim was an active member of our Lindsey Meyer Teen Institute club and was planning on becoming a Youth Advisory Counselor for the group this upcoming school year.

Tim was a Junior Firefighter with the Elmer Fire Department and was working hard toward becoming a Probationary Firefighter. Tim hailed from a long family tradition of service and firefighters, with his late grandfather and late father and his uncle all serving as past chiefs, as well as his brother and cousins, all firefighters.

Tim was also a member of Boy Scout Troop 60 in Daretown for several years, where I had the pleasure of knowing him personally. I always knew Timmy to be kind and cheerful, happy-go-lucky no matter the circumstances. He could be light hearted in any situation. I also learned that Tim had an acute fondness for Sheets Root Beer, and if you drove past a Sheets with him in the car, you'd better be prepared to stop.

Tim was always willing to help others and was passionate about treating everyone with kindness and respect. I ask us all to please observe a moment of silence to remember Tim and his family during this very difficult time.

APPROVAL OF MINUTES

Motion to approve the following minutes:

February 22, 2018 - Regular Meeting and Executive Session Minutes.

Motion made by: Eileen C. Miller

Motion seconded by: Travis Zigo

Voting

Robert Iocona – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

Patrick Bates – Yes

AUDIENCE PARTICIPATION – Agenda Items only - None.

STAFF/STUDENT RECOGNITION

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for March: Emma Kopec and Trevor McCarson.

Woodstown High School Wolverines of the Month – Dr. Hoopes, Principal, introduced and Wolverines of the Month for March: Lynnae Milbourne and Spencer Reese.

PRESENTATION

Mrs. Grossman informed the Board of a donation from the Woodstown-Piles Grove School Foundation in the amount of \$5,000.00, for the purpose of installing a new sound system in the main gymnasium of the high school.

Mrs. Miller reviewed the process and timeline for the new Superintendent's evaluation tool.

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

Motion to approve the following District and High School items:

All 12th grade students to begin school at 10:30 am on 4/30, 5/1, 5/2 and 5/3 due to PARCC testing.

Professional Development:

NJASBO Conference: Approval of Rose Chin to attend the NJASBO Conference in Atlantic City from 6/5 to 6/8/18. Total cost not to exceed \$700.

Power School Conference: Approval for Stacy Shorter Carney to attend the Power School Users Conference in Atlantic City from 4/16 to 4/18/18. Total cost not to exceed \$625.

Power School Conference: Approval for Karlyle Adams to attend the Power School Users Conference in Atlantic City from 4/16 to 4/18/18. Total cost not to exceed \$625.

2018 Spring Athletic Schedule.

March 2018 Field Trip List.

Updated Fundraiser List.

SEMI (Special Education Medicaid Initiative) Corrective Action Plan for the 2018-2019 school year. (attachment)

Amended 2017-2018 school calendar.

Motion made by: Amy Wojciechowski

Motion seconded by: Eileen C. Miller

Voting

Robert Iacona – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – 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 March 2018 to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

Field Trips:

Shoemaker March field trip list.

Middle School March field trip list.

Submission of the 2018-2019 annual update to the 2017-2020 Three-Year Preschool Program Plan.

Motion made by: Amy Wojciechowski

Motion seconded by: Eileen C. Miller

Voting

Robert Iacona – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

Patrick Bates – Yes

Motion to approve the following policies on first reading:

Policy 6171.5 - Independent Educational Evaluations.

Procedure 6171.5 - Independent Educational Evaluations Fee Schedule.

Motion made by: Amy Wojciechowski

Motion seconded by: Eileen C. Miller

Voting

Robert Iacona – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

Patrick Bates – Yes

Motion to approve the following policies on second 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: Amy Wojciechowski

Motion seconded by: Eileen C. Miller

Voting

Robert Iocona – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – 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:

Acceptance of the retirement, with regret, of Nan Hathaway, Director of Pupil Personnel Services, effective 7/1/2018.

Acceptance of the resignation, with regret, of Scott Hoopes, Principal of the High School, effective 7/1/2018.

Acceptance of the retirement, with regret, of Gloria Mitchell, Teacher of Social Studies, effective 7/1/2018.

Leave of Absence request from Nancy Dick, Secretary, Medical Leave from 3/16/2018 through approximately 4/27/2018.

Stephanie Smart as an Occupational Therapist effective May 1, 2018. Salary MA Step 1 (\$53,885). (NOTE: *All staff are approved pending criminal history and/or certification*).

Approval to amend the Job Title/Job Description for Rose Chin from Business Administrator to Assistant Superintendent for Business effective 3/23/2018. (NOTE: This is a change in title/job description and does not have a salary increase.)

High School Extra Duty List.

Patrick Hollinger as a substitute teacher effective 3/23/2018.

March 2018 Volunteer List.

Ratification of the 2017-2020 Woodstown-Pilesgrove Regional Support Staff Association (WPRSSA) Union Agreement.

Motion made by: Robert Iocona

Motion seconded by: Travis Zigo

Voting

Robert Iocona – Yes

Michael Kinney – No on Ratification of the WPRSSA agreement only.

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – 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 the appointment of Taquan Carey as a part time Aide at the Mary Shoemaker School.

Leave of absence as follows:

Heather Vinciguerra, Teacher, Medical Leave from 3/19/2018 through approximately 4/6/2018.

Margaret Boultinghouse, Lunch Aide, Family Leave from 3/8/2018 through approximately 3/23/2018.

Kim Altieri as a part-time (PM - 3.5 hours) Paraprofessional effective 3/23/2018. Salary - Step 1 (\$19,398 pro-rated to part time and start date). (NOTE: *All staff are approved pending criminal history and/or certification*).

Brandy Ragan as a Language Arts/English Teacher at the middle school, retroactive to 3/1/2018. Salary - BA Step 1 (\$50,597), pro-rated. (NOTE: Brandy was hired as a long term substitute at the December meeting while the State processed her Teacher of English Certificate. *All staff are approved pending criminal history and/or certification*)

Jennifer Kelly as a mentor to Brandy Ragan effective 1/2/2018. Rate - \$55 per month.

Heather Zoppina as a Long Term Pre-K Substitute Teacher during Mrs. Dyer's leave of absence, effective 3/22/2018 through 6/15/2018. Salary - BA Step 1 (\$50,597 pro-rated). (attachment)

Taquan Carey as a substitute aide at the Mary Shoemaker School retro-active to February 1, 2018.
Hourly rate - \$9.76 per hour.

Volunteer lists as follows:
WR ECLC School
Shoemaker School
Middle School

Motion made by: Robert Iocona
Motion seconded by: Amy Wojciechowski

Voting

Robert Iocona – Yes
Eileen C. Miller – Abstained to Kim Altiery only.
Anne Nielsen – Yes
Julie Stanton – Yes
Amy Wojciechowski – Yes
Travis Zigo – Yes
Patrick Bates – Yes

Motion to approve the following policies on second reading:

Policy 2130 - Administrator Evaluations
Policy 2131 - Superintendent Evaluation

Motion made by: Robert Iocona
Motion seconded by: Travis Zigo

Voting

Robert Iocona – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Anne Nielsen – Yes
Julie Stanton – Yes
Amy Wojciechowski – 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 February 28, 2018, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Woodstown-Pilesgrave 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, 2018, final Report of the Treasurer of School Funds for the 2017-2018 school year is in agreement with the February 28, 2018, final Report of the Board Secretary, pending audit.

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, that the Woodstown-Pilesgrave Regional Board of Education certifies that as of February 28, 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 February 2018, additional hand check payments for February 2018, and payment list for the month of March 2018.

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

Additional financial reports as follows:

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

Motion made by: Travis Zigo
Motion seconded by: Michael Kinney

Voting

Robert Iocona - Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Anne Nielsen – Yes
Julie Stanton – Yes
Amy Wojciechowski – Yes
Travis Zigo – Yes
Patrick Bates – Yes

Mrs. Chin reviewed state aid numbers with the Board.

Motion to approve the following District and School-Level item:

Approval of the 2018-2019 school budget items as follows:

Public Hearing on the budget for the 2018-2019 school year to be held on Thursday, April 26, 2018, 7:00 p.m., at the Mary S. Shoemaker School.

BE IT RESOLVED that the Board of Education approve by roll call vote the submission of the 2018-2019 budget to the County Office as follows:

	Budget	Local Tax Levy
General Fund	\$22,865,703	\$11,030,702
Special Revenue Fund	\$536,798	\$0
Debt Service Fund	\$1,531,802	\$1,424,480
Total Base Budget	\$24,934,303	\$12,455,182

AND WHEREAS, N.J.A.C. 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2018-2019 school year.

NOW THEREFORE BE IT RESOLVED that the Woodstown-Pilesgrove Regional School District Board of Education hereby establishes the school district travel maximum for the 2018-2019 school year at the sum of \$85,000.

BE IT FURTHER RESOLVED that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

Motion made by: Travis Zigo

Motion seconded by: Michael Kinney

Voting

Robert locona - Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

Patrick Bates – Yes

Motion to approve the following District and High School items:

Contract with Jaime R. Cifuentes Ed.S, NCSP as a contracted service to provide psychological and psychoeducational assessments on an as needed basis.

Request to apply for the New Jersey Department of Agriculture Office of Food, Agriculture and Natural Resources Education New Jersey CASE grant FY 18 and to accept the funds in the amount of \$7,147.91.

Accept a donation from the Woodstown-Pilesgrove School Foundation in the amount of \$5,000.00 for the purpose of installing a new sound system in the main gymnasium of the high school.

Establishment of The Contarino Family Award.

Change order decrease in the amount of \$23,453.15 for the Woodstown High School/Middle School Window and Partial Door Replacement and Mary S. Shoemaker School Partial Door Replacement project.

Contract with DEV-TAC, LLC., for the purpose of providing a security audit at \$40.00 per hour, not to exceed 16 hours.

ESEA 2018 Amendment 2, Title I-A carryover amount of \$1,523.00. These funds will be appropriated as follows:

20-231-200-500 -- \$723 -- field trip transportation; non-instruction purchased services

20-231-100-800 -- \$800 -- field trip admission fee; instruction other objects

Motion made by: Travis Zigo

Motion seconded by: Michael Kinney

Voting

Robert locona - Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – 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):

Contract with Professional Education Services Inc., to provide educational instruction services to elementary school student (NJSmart #7531227378) effective February 7, 2018 at \$32.00/per hour.

Use of facilities request from Woodstown-Pilesgrove SACC to run the summer SACC program at the Mary Shoemaker School beginning June 18, 2018 through August 17, 2018 at rental fee of \$5,965.00.

Contract with Gloucester County Special Services School District for mileage increase to route Y794 for 84 miles at \$1.50 per mile for an increase of \$126.00 per diem, plus a 7% administrative fee. This is for one Mary S. Shoemaker student (NJSMART #3365507002) and one William Roper Early Childhood Learning Center student (NJSMART #3834386610) beginning February 26, 2018.

Contract with Gloucester County Special Services School District for mileage increase to route Y978 for 25 miles at \$1.50 per mile for an increase of \$37.50 per diem, plus a 7% administrative fee. This is for one William Roper Early Childhood Learning Center student (NJSMART #3106874936) beginning February 26, 2018.

Motion made by: Travis Zigo

Motion seconded by: Anne Nielsen

Voting

Robert locona - Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

Patrick Bates – Yes

OLD BUSINESS ITEMS – Mr. Bates reported that Board Members have been named as liaisons to community organization committees as follows:

Maricia Chiarelli – W-P School Foundation

Amy Wojciechowski – C.A.R.E

Robert locona – Woodstown Borough

Anne Nielsen – Pilesgrove Township

Pat Bates - PTO

NEW BUSINESS ITEMS – None.

Mr. Kinney, Upper Pittsgrove Representative, commented that the March 14th walkout, in his opinion, was politically motivated. He stated that the school did not administer adequate discipline to students who walked out.

AUDIENCE PARTICIPATION – Non-agenda Items.

Eileen Morris of Woodstown, Stephanie Swanson of Pilesgrove, Christy Anderson, and several other audience members addressed the Board to express their appreciation of Mrs. Grossman allowing students to participate in a walkout held on March 14, 2018 to memorialize the victims of the Parkland, Florida shooting where 17 students lost their lives.

Angelica Pennal of Pilesgrove addressed the Board concerning the negative treatment her child has received from other students due to her child not participating in the March 14th walkout.

Michelle Hanzel address the Board concerning the crossing guard at Millbrooke Avenue. Mrs. Grossman stated that she would contact the Borough of Woodstown to relay her concerns.

OTHER REPORTS

President -- Mr. Pat Bates thanked the administration and staff for their professional handling of the March 14th walkout.

Superintendent of Schools – Mrs. Virginia M. Grossman informed the Board of the upcoming Wolverine Den Meeting scheduled for April 25th.

Business Administrator -- Mrs. Rose Wang Chin recapped the Cafeteria report submitted to the Board which indicates a profit for the month.

SENDING DISTRICT REPORTS

Alloway Township -- Mr. Richard Morris was not in attendance.

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

SCHOOL AGE CHILD CARE (SACC) REPORT – Mr. Robert locona reported that the SACC summer program has been approved.

DELEGATE REPORT – Mrs. Eileen Miller reported on the upcoming NJSBA Workshop in Atlantic City and the benefits of attending.

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

FUTURE MEETINGS

- 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 – Public Hearing/Regular Board Meeting, 7:00 p.m., Mary S. Shoemaker School Multi-Purpose Room.

FOR YOUR INFORMATION

Enrollment Reports for March 2018
 Suspension Reports for March 2018

Mrs. Eileen Miller thanked Mr. Bates and Dr. Hoopes for memorializing student Tim Crim, who is her nephew.

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. (8:49 p.m.)

Motion made by: Patrick Bates
Motion seconded by: Julie Stanton

Voting

- Robert locona - Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Anne Nielsen – Yes
- Julie Stanton – Yes
- Amy Wojciechowski – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 9:01 p.m.

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

Voting

- Robert locona - Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Anne Nielsen – Yes
- Julie Stanton – Yes
- Amy Wojciechowski – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

ADJOURNMENT

Motion to adjourn this meeting at 9:01 p.m.

Motion made by: Patrick Bates
Motion seconded by: Amy Wojciechowski

Voting

- Robert locona - Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Anne Nielsen – Yes
- Julie Stanton – Yes
- Amy Wojciechowski – Yes
- Travis Zigo – Yes
- Patrick Bates – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

_____ Date

_____ Signature /SBA