

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, JULY 26, 2018 AT THE MARY S. SHOEMAKER SCHOOL LIBRARY AT 7:00 P.M.

CALL TO ORDER

Mrs. Miller called the meeting to order at 7:00 p.m.

READING OF STATEMENT OF NOTICE

Mrs. Miller 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

Mrs. Miller then led the group in the pledge of allegiance to the flag.

ROLL CALL:

Members Present: Mrs. Chiarelli, Mr. Iocona, Mrs. Miller, Mr. Morris, Dr. Nielsen, Mr. Rattigan, and Mrs. Wojciechowski.

Members absent: Mr. Kinney, Dr. Stanton, Mr. Zigo, and Mr. Bates.

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

Administrators Present: None.

APPROVAL OF MINUTES

Motion to approve the following minutes:
June 28, 2018 - Regular Meeting Minutes.
July 19, 2018 - Work Session Meeting Minutes.

Motion made by: Amy Wojciechowski

Motion seconded by: Maricia Chiarelli

Voting

Maricia Chiarelli – Yes

Robert Iocona – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Ron Rattigan – Yes

Amy Wojciechowski – Yes

SUPERINTENDENT'S REPORT

Mrs. Grossman welcomed Mayor Eachus of Piles Grove Township to the meeting.

Mrs. Grossman reviewed the District, Board and Superintendent goals for the 2018-2019 school year as follows:
District Goal: Undergo the process to create a District-wide, Five-year Strategic Plan by June 2019.

Board of Education Goal 1: In collaboration with the Superintendent of Schools, revise and update the Woodstown-Piles Grove Regional School District Policy Manual by May 2019.

Board of Education Goal 2: Utilize the New Jersey School Boards Association (NJSBA) to facilitate Board development workshops highlighting the Board's Role in Student Achievement, Curriculum, Finance and Budget Development utilizing previously scheduled Board Meeting dates TBD.

Superintendent's Goal 1: In collaboration with the District Administrative Team and Board of Education, revise and update the Woodstown-Piles Grove Regional School District Regulation Manual to establish District-wide, updated, systems and processes by May 2019.

Superintendent's Goal 2: Revise and update the NJ DOE QSAC mandated District Plans via collaboration with each respective Department by June 2019.

Superintendent's Goal 3: Promote capacity for professional community and positive acknowledgement of staff, utilizing exemplary Student Growth Objectives and /or Percentiles as a basis for recognition.

Motion to approve the following District, Board of Education, and Superintendent Goals for the 2018-2019 school year.

Motion made by: Maricia Chiarelli

Motion seconded by: Richard C. Morris

Voting

Maricia Chiarelli – Yes

Robert Iocona – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Ron Rattigan – Yes

Amy Wojciechowski – Yes

AUDIENCE PARTICIPATION - None

INSTRUCTION/CURRICULUM

Motion to approve the following items as recommended by the Superintendent:

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

Attendance of the SPELL JIF Joint Retreat, by Rose Wang Chin, on September 26-28, 2018, in Cape May. All room charges, meals, conference packages and activities will be paid directly by the JIF.

July 2018 High School field trip list. (see page 144 through 145)

Woodstown-Pilesgrove Regional School District to participate in the approved interschool athletic program sponsored by the NJSIAA for the 2018-2019 school year.

Renewal of the New Jersey State Athletic Association membership for the 2018-2019 school year. Cost of membership - \$2,150.

Motion made by: Maricia Chiarelli

Motion seconded by: Anne Nielsen

Voting

Maricia Chiarelli – Yes

Robert Iocona – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Ron Rattigan – Yes

Amy Wojciechowski – Yes

ADMINISTRATION/PERSONNEL

Motion to approve the following items as recommended by the Superintendent:

Medical leave of absence for Andrea Bramante from 6/25/2018 through approximately 8/20/2018.

Resignation of Christie Nelson as a part time library aide effective 7/24/2018.

New Staff/Long Term Substitutes - all appointments are pending criminal background check and certification.

Dan Evans as an Interim Assistant to the Athletic Director from 7/9/2018 through 8/10/2018 at a per diem rate of \$430.08 not to exceed \$13,000.

Jennifer Hildebrand as an Interim Assistant to the Athletic Director from 8/8/2018 through 9/1/2018 at a per diem rate of .25 x \$370.88 per day not to exceed \$1,483.

Extra Duty Appointments

Rescind the extra duty appointment for Dan Evans for 1 day during the summer of 2018. NOTE: This was approved at the June 28, 2018 Board meeting.

One additional day for Karen Gillespie at her per diem rate. NOTE: This is a replacement day for the one vacated by Dan Evans.

High school extra duty ATL list for the 2018-2019 school year. (see page 146)

High school extra duty/advisor list for the 2018-2019 school year. (see page 147 through 150)

Chris Snyder to serve as the Host Site Academy Supervisor/Liaison for the Salem County Vo-Tech for the 2018-2019 school year. NOTE: This is in addition to his regular duties and a stipend is provided by the Salem County Vo-Tech for these services.

Substitutes 2018-2019 School Year

Michelle Dougherty, substitute teacher.

July 2018 high school volunteer list. (see page 151)

Job Descriptions:

Maintenance - revised.

Interim Assistant Athletic Director.

Classroom Aide.

Motion made by: Robert Iocona

Motion seconded by: Amy Wojciechowski

Voting

Maricia Chiarelli – Yes

Robert Iocona – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Ron Rattigan – Yes

Amy Wojciechowski – Yes

Motion to approve the following as recommended by the Superintendent (voting not applicable to sending district representatives):

Maternity leave of absence for Jennifer Hildebrand, Dean of Students at Shoemaker, from approximately 10/2/18 through approximately 2/4/2019.

Diane Cioffi to return to work part time effective 7/10/2018.

Letter of resignation from John Petsch, Special Education Teacher at the Mary Shoemaker School, effective 7/25/2018.

Jennifer Quinn as a long term substitute Kindergarten teacher for Sara Behnke from approximately 9/4/2018 through approximately 12/3/2018. Salary - BA, Step 2 (\$50,824) pro-rated, pending criminal background check and certification.

Motion made by: Robert Iocona

Motion seconded by: Amy Wojciechowski

Voting

Maricia Chiarelli – Yes

Robert Iocona – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Ron Rattigan – Yes

Amy Wojciechowski – Yes

OPERATIONS/FINANCE

Motion to approve the following financial reports as recommended by the School Business Administrator: (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 June 30, 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 June 30, 2018, preliminary Report of the Treasurer of School Funds for the 2017-2018 school year is in agreement with the June 30, 2018, 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 30, 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 June 2018, additional hand check payments for June 2018, additional payment list for the month of June 2018, and payment list for the month of July 2018.

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

Additional financial reports as follows:

Student Activities and Athletics for the month of June 2018.

Scholarships for the month of June 2018.

Odyssey of the Mind for the month of June 2018.

Cafeteria for the month of June 2018.

Woodstown Community School for the month of June 2018.

Motion made by: Amy Wojciechowski

Motion seconded by: Anne Nielsen

Voting

Maricia Chiarelli – Yes

Robert Iocona – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Ron Rattigan – Yes

Amy Wojciechowski – Yes

Motion to approve the following as recommended by the School Business Administrator:

Submission of the 2018-2019 IDEA grant.

Addition to the Child Study Team recommended contracted service providers list for the 2018-2019 school year. (see page 152)

Turn-Key Technologies, Inc. for wired and wireless network project which includes designing, installing, service and support for the district's network switches and wireless access in the amount of \$168,994.00, which qualifies for E2E reimbursement funding. USAC (E2E reimbursement) is reimbursing Woodstown for \$86,048.41, leaving \$82,945.59 remaining. The project cost after E2E reimbursement funding will be financed by a network infrastructure leasing agreement with CoreTech Leasing, Inc., (which was

approved at the May and June BOE meeting) in the amount of \$82,945.59, over a 5-year period. The annual payment is \$18,255.49. (attachment)

Accept the following donation from the Wistarburg-Ruritan Club to Woodstown High School Project Graduation Class of 2019 in the amount of \$150.00.

Accept the following donations for the district office:

- The Remodeling Boys - Painting of the District Office - \$2,500.00
- Virginia Grossman - Window Blinds and Office Seating - \$1,368.00
- Rose Wang Chin - Office Seating and Carpet Protector Chair Mats - \$500.00
- Deborah Lake - Bathroom Vanity/Sink, End Table - \$200.00
- Joyce Rose - Entrance Mat - \$75.00

Request approval from the County Superintendent to transfer funds to General Administration account from Personal Services-Employee Benefits account in the amount of \$68,000.00 to cover Legal expenses and Property & Casualty premiums that were under-budgeted in 2017-2018 relative to actual experience.

Accept donation of time and materials from the Field Hockey student activity account for the purchase of a scoreboard from Nevco in the amount of \$4,807.92 (attachment). (Note: District will investigate other cost components and permit needs towards the installation of this project. These additional costs will also be funded by the Field Hockey student activity account. A subsequent motion to accept the latter parts of the donation will be forthcoming.)

Submission and acceptance of the Toshiba grant in the amount of \$5,000.00 for the high school for the purchase and implementation of an aquaponic system for use in the existing Oceanography & Agriculture courses, as well as the new Environmental Science course.

Land rental agreement with Mr. Myron Harvey in the amount of \$960.00.

Resolution appointing Hardenbergh Insurance Group as the districts broker of record for student accident coverage and statutory bonds.

2018-2019 Title III Consortium Memorandum of Understanding Agreement.

Renew Woodstown High/Middle School transportation contracts with B. R. Williams, Inc. at a CPI of 1.51 for the 2018-2019 school year. (see page 153 through 154)

Motion made by: Anne Nielsen

Motion seconded by: Amy Wojciechowski

Voting

- Maricia Chiarelli – Yes
- Robert locona – Yes
- Eileen C. Miller – Yes
- Richard C. Morris – Yes
- Anne Nielsen – Yes
- Ron Rattigan – Yes
- Amy Wojciechowski – Yes

Motion to approve the following as recommended by the School Business Administrator (voting not applicable to sending district representatives):

Contract with Pineland Learning Center for the attendance of middle school student (NJSmart #6216115392) effective September 7, 2018 at a cost of \$53,460.00 per student for the 2018-2019 school year:

Contract with the State of New Jersey Commission for the Blind and Visually Impaired for the following elementary students at a cost of \$1,900.00 per student for the 2018-2019 school year:

- NJSmart #7676025570
- NJSmart # not available - student ID #330009

Contract with Partners In Learning, Inc., for elementary school student (NJSmart #4454197106) for the 2018-2019 school year.

Renew Mary S. Shoemaker and William Roper Early Childhood Learning Center transportation contracts with B. R. Williams, Inc. at a CPI of 1.51 for the 2018-2019 school year. (see page 153 through 154)

Motion made by: Robert locona

Motion seconded by: Maricia Chiarelli

Voting

- Maricia Chiarelli – Yes
- Robert locona – Yes
- Eileen C. Miller – Yes
- Anne Nielsen – Yes
- Ron Rattigan – Yes
- Amy Wojciechowski – Yes

OLD BUSINESS ITEMS – None.

NEW BUSINESS ITEMS – None.

REPORTS

School Business Administrator – Mrs. Chin reported on the following:
Mrs. Chin presented a handout concerning the S&P debt credit rating of the school district and stated that the district is moving toward a stronger financial position and is operating more efficiently. Generating revenue is a struggle.

Administrators/Building Reports
Administrator monthly reports were presented.
Suspensions for June 2018
Enrollments for June 2018

BOARD REPORTS

President -- Mr. Bates was not in attendance.

Sending Districts
Upper Pittsgrove Township -- Mr. Michael Kinney was not in attendance.

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

Liaison Reports
NJSBA Delegate Report – Mrs. Miller stated that they are revamping the new board member orientation.

SACC Report – Mr. Iocona stated that there was a rate change for this year.

AG Advisory Council Report – Dr. Stanton was not in attendance.

PTO Report – Mr. Bates was not in attendance.

W-P School Foundation Report – Mrs. Chiarelli stated that the Run is being moved to Thanksgiving.

CARE Report – Ms. Wojciechowski had nothing to report.

Marlton Recreation League Report – Mr. Rattigan stated that he has no further information on the field hockey program at this point.

Pilesgrove Township Report – Dr. Nielsen had nothing to report.

Woodstown Borough Report – Mr. Iocona had nothing to report.

AUDIENCE PARTICIPATION – Non-agenda Items.

Mayor Eachus spoke concerning the proposed stop light at the WHS crosswalk near Lincoln Avenue. He also spoke concerning the following:

- Cowtown and several other landowners have entered into the farmland preserve program.
- Three million in ratables were lost last year.
- There were 140 tax appeals.
- Possible shared services opportunity with the township and school district.
- Possible shared space in the township newsletter.

IMPORTANT DATES

- August 16, 2018 – Work Session, 6:00 p.m., Board Office Conference Room
- August 23, 2018 – Regular Board of Education Meeting, 7:00 p.m., Mary S. Shoemaker School Library

ADJOURNMENT

Motion to adjourn this meeting at 8:07 p.m.

Motion made by: Anne Nielsen
Motion seconded by: Maricia Chiarelli

Voting
Maricia Chiarelli – Yes
Robert Iocona – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Ron Rattigan – Yes
Amy Wojciechowski – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

Date

Signature /SBA