

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON TUESDAY EVENING, NOVEMBER 20, 2018 AT THE MARY S. SHOEMAKER SCHOOL LIBRARY AT 7:00 P.M.

CALL TO ORDER

Mrs. Miller, Vice President, 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: Mr. Carney, Mrs. Chiarelli, Mr. Kinney (arrived at 7:20 p.m.), Ms. Madiraca, Mrs. Miller, Mr. Morris, Dr. Nielsen, Mr. Pennal, Dr. Stanton, and Mrs. Wojciechowski.

Members absent: Mr. Zigo.

Also Present: Mrs. Virginia M. Grossman, Superintendent of Schools and Ms. Deborah Lake, Acting Board Secretary.

Administrators Present: Mr. Senor, Ms. Pessolano, Ms. Cioffi and Mrs. Martinez.

APPROVAL OF MINUTES

Motion to approve the following minutes as recommended by the School Business Administrator:
October 25, 2018 - Regular Meeting Minutes.
November 7, 2018 - Work Session Meeting Minutes.

Motion made by: Julie Stanton

Motion seconded by: Amy Wojciechowski

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Richard C. Morris – Abstained on November 7, 2018 minutes only.

Anne Nielsen – Yes

Floyd Pennal – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

SUPERINTENDENT'S REPORT – Mrs. Grossman gave a PowerPoint presentation on the security audit which took place in April 2018. The audit recommendations have been reviewed and are in the implementation stage.

STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for November: Emma Morgan and Edwin Quiroga.

Mr. Kinney arrived at 7:20 p.m.

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for November: Tyaira Husser and Andrew Valentine (who will be recognized at the December meeting.)

Woodstown High School Wolverines of the Month – Mr. Senor, Principal, introduced the Wolverines of the Month of November: Samuel Snyder and Julia "Makenzie" Rey.

AUDIENCE PARTICIPATION – None

INSTRUCTION/CURRICULUM

Motion to approve the following as recommended by the Superintendent:

Submit the 2018-2019 Title I Waiver for the Woodstown Middle School. This waiver is for schools below the 40% poverty level.

November 2018 high school field trip list. (see page 255)

November fundraiser list. (see page 256)

Harassment, Intimidation and Bullying report dated 10/11/2018 - 11/5/2018 and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

Settlement agreement between the parents of student NJSMART #4971130297 and the Woodstown-Pilesgrove Board of Education.

Home instruction for student ID#475133638 due to medical reasons beginning 10/25/18 for approximately 90 days.

Tri-County Conference:

Tri-County Conference 2019-2020 proposed budget in the amount of \$1,475 per school.

2019-2020 ticket prices for all athletic events as follows:

\$3.00 for adults

\$2.00 for senior citizens and students

\$4.00 for adults at all West Jersey football league varsity football games.

Approval of the following schools to join the Tri-County Conference in 2020:

Timber Creek High School

Overbrook High School

Motion made by: Amy Wojciechowski

Motion seconded by: Richard C. Morris

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Floyd Pennal – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

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

Rowan University Internship in Health Teaching at Mary Shoemaker Elementary School, for Stephanie Williams, from 1/8/2019 to 4/15/2019.

Full-year Rowan University Clinical Practice Placement for Alexandria Balin with Kathryn Trebelhorn at the William Roper School from 1/22/2019 to 5/20/2019 and from 9/3/2019 to 12/18/2019.

Middle School November field trip list. (see page 257)

Shoemaker November field trip list. (see page 258)

Motion made by: Amy Wojciechowski

Motion seconded by: Jessica Madiraca

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Floyd Pennal – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

ADMINISTRATION/PERSONNEL

Motion to approve the following as recommended by the Superintendent:

Job Descriptions

Revised Treasurer of School Moneys job description.

Secretary/Registrar job description.

Three (3) job descriptions for the Region 8 Program Administrator, Administrative Assistant and Counselor. The Woodstown-Pilesgrove Regional School District is working in coordination with the New Jersey Department of Education to provide oversight for the McKinney Vento 2018-2019 Competitive Supplement Grant Administration for Salem, Cape May and Cumberland County.

High School November volunteer list. (see page 259)

High School Athletics November volunteer list. (see page 260)

2018-2019 evaluation calendar for Virginia M. Grossman, Superintendent.

High School Athletics November extra duty list. (see page 261)

Motion made by: Richard C. Morris

Motion seconded by: Maricia Chiarelli

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes
Michael Kinney – Yes
Jessica Madiraca – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Floyd Pennal – Yes
Julie Stanton – Yes
Amy Wojciechowski – Yes

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

Accept the resignation of Megan Kubat, Lego Club Facilitator, for the 2018-2019 school year.

Dana Wilson as Long-Term Substitute Pre-K Teacher for Sue Dyer, retroactive from 10/26/2018 through 12/21/2018. Salary - \$90 per day.

Erica Tait as a Long-Term Substitute Stellar Teacher for Jamie Morgan, retroactive from 10/26/2018 through 2/19/2019. Salary - BA, Step 1 (\$51,434 prorated to start date).

Middle School November extra duty list. (see page 262)

Middle School November volunteer list. (see page 263)

Mary Shoemaker Elementary School November volunteer list. (see page 264)

William Roper School November volunteer list. (see page 265)

Motion made by: Richard C. Morris

Motion seconded by: Anne Nielsen

Voting

Nelson Carney – Yes
Maricia Chiarelli – Yes
Jessica Madiraca – Yes
Eileen C. Miller – Yes
Anne Nielsen – Yes
Floyd Pennal – Yes
Julie Stanton – 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 September 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 September 30, 2018, preliminary final Report of the Treasurer of School Funds for the 2018-2019 school year is in agreement with the September 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 September 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 October 2018, additional hand check payments for October 2018, and payment list for the month of November 2018.

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

Additional financial reports as follows:

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

Motion made by: Michael Kinney

Motion seconded by: Jessica Madiraca

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes
Michael Kinney – Yes
Jessica Madiraca – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Floyd Pennal – Yes
Julie Stanton – Yes
Amy Wojciechowski – Yes

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

Donation in the amount of \$100.00 from the WHS Class of 1968 to WHS Renaissance Club.

Petition the Department of Community Affairs ("DCA") for permission to use the competitive contracting process for custodial outsourcing.

Award of contract to J and H Radio in the amount of \$11,849.11 for RFP #WPRSD-PCS-2018-19-001 which was publicly advertised with proposals due October 23, 2018. J and H Radio proposal submitted is to supply, install and configure the Hytera RD622 Digital Repeater system. The system will be financed through a 36-month financing option provided in the J and H Radio proposal. The estimated system cost over the financing term is \$14,942.52. The listing of RFP's received is attached. (see page ___)

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 \$165,494.00, which qualifies for E2E reimbursement funding. USAC (E2E reimbursement) is reimbursing Woodstown for \$82,747.00, leaving \$82,747.00 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, June and July BOE meetings) in the amount of \$82,747.00, over a 5-year period. The annual payment is \$18,597.56.

Joint transportation agreements with Pittsgrove Township School District for the 2018-2019 school year as follows:

Route ACAD-01 at \$120.96 (\$60.48 per student) per diem for students NJSMART #2764547157 & 6113560479 at a total route cost of \$21,772.80.

Route SC-CUMB at \$186.20 (\$93.10 per student) per diem for students NJ SMART #1416288941 & 2384482013 at a total route cost of \$33,516.00.

Contract with Gloucester County Special Services School District for route Y1324 at \$238.54 per diem, plus a 7% administrative fee, for the following students for the 2018-2019 School Year: (Note: This is a total per diem cost. This route may contain students from other districts and therefore is pro-rated accordingly.)

NJSMART #5704267725

NJSmart #3264856132

NJSmart #1931771629

NJSmart #5561404811

NJSmart #3363985909

NJSmart #4945982759

Motion made by: Michael Kinney

Motion seconded by: Amy Wojciechowski

Voting

Nelson Carney – Yes
Maricia Chiarelli – Yes
Michael Kinney – Yes
Jessica Madiraca – Yes
Eileen C. Miller – Yes
Richard C. Morris – Yes
Anne Nielsen – Yes
Floyd Pennal – Yes
Julie Stanton – Yes
Amy Wojciechowski – Yes

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

Apply for and accept the funds for the Members 1st of NJ Federal Credit Union 2018 Teacher Mini Grant in the amount of \$100.00.

Motion made by: Michael Kinney

Motion seconded by: Maricia Chiarelli

Voting

Nelson Carney – Yes
Maricia Chiarelli – Yes
Jessica Madiraca – Yes
Eileen C. Miller – Yes
Anne Nielsen – Yes
Floyd Pennal – Yes
Julie Stanton – Yes
Amy Wojciechowski – Yes

Policy – None

Old Business - None

NEW BUSINESS ITEMS

Motion to accept the official election results from the November 6, 2018, general election as certified by the Salem County Clerk as follows:

Borough of Woodstown – One Seat, Three-Year Term:

Maricia Chiarelli

Township of Pilesgrove – Two Seats, Three-Year Term:

Floyd Pennal

Jessica Madiraca

Motion made by: Eileen C. Miller

Motion seconded by: Anne Nielsen

Voting

Nelson Carney – Yes

Maricia Chiarelli – Abstained

Michael Kinney – Yes

Jessica Madiraca – Abstained

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Floyd Pennal – Abstained

Julie Stanton – Yes

Amy Wojciechowski – Yes

REPORTS

School Business Administrator – In Mrs. Chin's absence, Mrs. Grossman shared the following:
Food Service October performance was a profit of \$10,000; year-to-date profit is \$4,600.00.

Auditor presentation will be held in January 2019 due to NJDOE guidance changes.

Optional Health Plan Option – 4 employees have signed up; savings for both employee and employer.

Administrators monthly reports for November 2018.

Building Reports for the month of October as follows:

Suspensions

Enrollments

Fire/Security Drill

BOARD REPORTS

President -- Mrs. Miller shared the following with the Board Members:

The chain of command is very important. Always encourage the public to start with the teacher. It is not the Board's role to solve the problem, but to point the public in the right direction.

Ms. Terry Lewis from NJSBA will be here in January for Ethics Training.

November 28, 2018 is the Three R's for Success training.

SCSBA meeting will be held at Riverview on November 27th.

Mrs. Miller reminded the Board Members to please read emails and when asked for a reply, do not use the reply to all feature.

Mrs. Miller also requested all Board Members to contact Mrs. Grossman or Mrs. Miller in the event you miss a work session meeting so that you are prepared for the regular meeting.

Sending Districts

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

Alloway Township -- Mr. Richard Morris stated the district has three new Board members and they are looking to select a new Assistant Principal.

Liaison Reports

NJSBA Delegate Report – Mrs. Miller spoke concerning the Path To Success Report which addresses consolidation between K-8 and K-12 districts. Mrs. Miller will provide Board Members with more information on how to stay informed on this topic and will also construct a letter for interested Board members to send to Trenton with their concerns of consolidation.

SACC Report – Mrs. Madiraca had nothing to report.

AG Advisory Council Report – Dr. Stanton indicated that January 16, 2019 is the next meeting.

PTO Report – Mrs. Chiarelli stated that Fun with Santa is coming up in December and elves are needed. Also, a Snowball dance is being organized for February.

W-P School Foundation Report – Mrs. Chiarelli stated that the Turkey Trot is Thanksgiving morning.

CARE Report – Mr. Pennal had nothing to report.

Marlton Recreation League Report – Mr. Zigo was not in attendance.

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

Woodstown Borough Report – Mrs. Wojciechowski had nothing to report.

AUDIENCE PARTICIPATION – Non-agenda Items. - None

IMPORTANT DATES

- December 4, 2018 - Strategic Planning, After PTO, Mary Shoemaker Library
- December 6, 2018 - Work Session, 6:00 PM, Board Office Conference Room
- December 13, 2018 - Regular BOE Meeting, 7:00 PM, Mary Shoemaker Library

ADJOURNMENT

Motion to adjourn this meeting at 8:25 p.m.

Motion made by: Julie Stanton

Motion seconded by: Anne Nielsen

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Floyd Pennal – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Respectfully submitted,

Mrs. Deborah Lake
Acting Board Secretary

Approved by Motion of the Board

Date

Signature /SBA