

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, DECEMBER 13, 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.

We value audience participation in our meetings. We expect an atmosphere of mutual respect, civility and decorum throughout the meeting. Those who do not respect this will be removed.

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, Ms. Madiraca, Mrs. Miller, Mr. Morris, Dr. Nielsen, Dr. Stanton, Ms. Wojciechowski and Mr. Zigo.

Members absent: Mr. Pennal

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

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

APPROVAL OF MINUTES

Motion to approve the following minutes as recommended by the School Business Administrator:
November 20, 2018 - Regular Meeting Minutes.
December 6, 2018 - Work Session and Executive Meeting Minutes.

Motion made by: Amy Wojciechowski

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Richard C. Morris – Abstained on December 6, 2018 minutes only.

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

SUPERINTENDENT'S REPORT – Mrs. Grossman read the following statement:

I am beginning my report this evening with a quotation from my University's late President:

"One cannot speak of hopes without underlining the fact that the younger generation, half of the world's population today, is conscious of all that we have said and the little that we have done about their deep concern for the world that we have created, with all its inequities, with its racism, with its perjuring prejudices, with its continuing and flagrant discrimination. Our younger generation will not wait forever for peaceful solutions to this burning problem of human equality." - Ted Hesburgh, CSC

We do not condone and will not tolerate hate in our schools.

We are determined that the bias incident that occurred last week be turned into a catalyst for change... as a catalyst for continued learning, broadening perspectives, perpetuating kindness, and increasing love.

The incident was investigated according to our policy and crisis plan. The Woodstown Police Department, Salem County Prosecutor's Office, and New Jersey Attorney Generals' Office are all involved in the investigation.

Tolerance, acceptance and diversity are embedded in our curriculum. From the Central Office level, I have reached out to corporations with Diversity Specialists with the goal of reviewing our approaches, fostering courageous conversations, and enhancing diversity in our curriculum.

I reached out to David Lindenmouth to join the Network for Educational Excellence through Equity.

Spoke with Gregg Zeff and Todd Edwards from the NJ NAACP to share and brainstorm action planning strategies.

I have invited the following stakeholders to Anti-Bias Focus Group Meetings
 Staff December 12, 2018, 2:45 p.m.
 Faith-based Community Leaders January 7, 2019, 1:00 p.m.
 Salem County NAACP January 7, 2019, 4:00 p.m.

And am inviting Parents and Community Members to for an Anti-Bias Focus Group meeting with me on January 14, 2019, 7 p.m., in the Mary Shoemaker Cafeteria.

I have met with Chief Elliot Hernandez and Chief Ray Mattson. The Prosecutors Office generously offered to fund a WHS Assembly (mid-January) to be presented by David D'Amico, Middlesex County Sherriff's Office.

A Plan of Action, tailored to this incident, is starting to be implemented.

Class meetings – activity for entire class to show that we all face similar challenges.

Themed breakout groups led by administration and staff:

- Respect
- Empathy
- Kindness
- Acceptance
- Equality
- Unity

Large group closing discussions to share ideas were facilitated.

Students are in the process of creating a themed banner to sign to show our unity and commitment to positive growth.

Board of Education Goal Report - Mrs. Grossman reported on the following goals:

District Goal	Undergo the process to create a District-wide, Five-year Strategic Plan by June 2019. Three public meetings held October 16, November 14, December 4.
Board of Education Goal	In collaboration with the Superintendent of Schools, revise and update the Woodstown-Pilesgrove Regional School District Policy Manual by May 2019. Second reading this evening.
Board of Education Goal	Utilize the New Jersey School Boards Association (NJ SBA) 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. Finance workshop held at last week's work-session. Curriculum to be held in the spring.
Superintendent's Goal	In collaboration with the District Administrative Team and Board of Education, revise and update the Woodstown-Pilesgrove Regional School District Regulation Manual to establish District-wide, updated, systems and processes by May 2019. Second reading to occur this evening.
Superintendent's Goal	Revise and update the NJ DOE QSAC mandated District Plans via collaboration with each respective Department by June 2019. IPM, IAQ, LRFP. CMP. PD. Mentoring plans are completed, 5-year curriculum plan in draft.
Superintendent's Goal	Promote capacity for professional community and positive acknowledgement of staff, utilizing exemplary Student Growth Objectives and /or Percentiles as a basis for recognition. Fall teacher videos done.

Mrs. Grossman then made a statement concerning the RFP exploration to As we begin the budget process, I want to make clear that students – our academics and extracurricular programming are our focus.

The RFP is an exploration. It is our fiscal responsibility to explore every option we can to keep taxes in check and say within our 2% cap, while continuing to provide programing for our students.

We have explored and have attained cost savings in several areas:

- Insurance
- Health Benefit options
- Food Service
- Using an electricity consortium
- Possible bond refinancing
- This RFP aligns with this goal.

Mrs. Grossman then introduced Julian LeFlore, Senior Class President, who spoke about the racially-charged incident and the current class activities taking place concerning unity. He encouraged everyone to not combat the situation with more hate and to not let this event define us. He also called on the community to do their part.

PRESENTATION – Research Club presentation on their 2018 environmental trip to the Florida Keys. - Mr. Steve Ordog and Ms. Jenn Sorbello introduced members of the Research Club who gave a PowerPoint presentation on their trip and shared their experience.

STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for December: Alyssa Berry and Blake Bialecki.

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for December: Deja Wiley and Caleb Carter.

Woodstown High School Wolverines of the Month – Mr. Senor, Principal, introduced the Wolverines of the Month of December: Isabella Briseno and Julian LeFlore.

AUDIENCE PARTICIPATION (Agenda Items Only) – None

INSTRUCTION/CURRICULUM

Motion to approve the following as recommended by the Superintendent:

Phil Brenner from Rowan University to participate in a clinical rotation for athletic training education at the High School with Dan Evans from 1/2019 through 5/20/2019.

December field trip list. (see page 275)

December fundraiser list. (see page 276)

Harassment, Intimidation and Bullying report dated 11/5/2018 - 11/29/2018 and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

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

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

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

December Middle School field trip list. (see page 277)

December Mary Shoemaker School field trip list. (see page 278)

Home instruction due to medical reasons for student (NJSmart #389912653) for approximately 60 days starting 11/26/2018.

Jessica Parkell from Wilmington University to participate in a counseling Internship at the Middle School with Kim Micale from January 2019 through June 2019.

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

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

ADMINISTRATION/PERSONNEL

Motion to approve the following as recommended by the Superintendent:

Accept a letter of retirement from John Hollinger, teacher at Woodstown High School, effective 7/1/2019.

Salary Guide Step Change due to Military Service for Teachers

As per NJAC 18A:28-11.1 movement of Jason Mace from BA+30, Step 7 to BA+30, Step 11 retroactively for the 2018-2019 school year.

Approval of a 4-year plan to remit compensation to Jason Mace based on NJAC 18A:28-11.1. (see page 278A)

Approval of a 5-year plan to remit compensation to John Hollinger based on NJAC 18A:28-11.1. (see page 278B)

Kim Fleetwood as the Treasurer of School Monies effective 1/2/2019 through 6/30/2019. Stipend - \$5,000 prorated.

Michael Nicotra as Custodian/Grounds effective 1/2/2019. Salary - Step 11, \$43,944 prorated.

High School December 2018 extra-duty list. (see page 279)

Christopher Snyder as the Program Administrator of the McKinney-Vento Competitive 2018-2019 supplemental sub-grant. Stipend is for 704 hours at \$53 per hour for a total of \$37,312. NOTE: There is no cost to the Woodstown-Piles Grove Regional School District as funding is provided through the grant. Hours for this position are not during the regular workday.

Lynn Miller as the Program Administrative Assistant of the McKinney-Vento Competitive 2018-2019 supplemental sub-grant. Stipend is for 440 hours at \$15 per hour for a total of \$6,600. NOTE: There is no cost to the Woodstown-Piles Grove Regional School District as funding is provided through the grant. Hours for this position are not during the regular workday.

James Moore as a long-term substitute chemistry teacher at Woodstown High School for Carol Althouse from approximately 1/2/2019 through 5/1/2019. Salary - MA, Step 1, \$54,766 prorated.

December 2018 substitute list. (see page 280)

December 2018 athletic volunteer list. (see page 281)

Motion made by: Julie Stanton

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

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

Acceptance of the retirement of Betty Land, paraprofessional at the Mary Shoemaker School effective 3/1/2019.

Elizabeth DiRusso, teacher at Woodstown Middle School, to extend her leave of absence (unpaid maternity leave) from 1/22/2019 to 3/1/2019.

Erica Tait as a Teacher of Students with Disabilities at Mary Shoemaker School (to replace Cherie Lower) effective 12/14/2018. Salary - BA, Step 1- \$51,434 prorated.

Donna Sliwinski as a full-time paraprofessional at Mary Shoemaker School (new position) effective 12/14/2018. Salary - Step 2 - \$19,865 prorated.

Mary Shoemaker School December extra duty list. (see page 282)

William Roper School December extra duty list. (see page 283)

Middle School December volunteer list. (see page 284)

Mary Shoemaker School December volunteer list. (see page 285)

William Roper School December volunteer list. (see page 286)

Motion made by: Julie Stanton

Motion seconded by: Anne Nielsen

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – 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 October 31, 2018, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Woodstown-Piles Grove 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 October 31, 2018, preliminary final Report of the Treasurer of School Funds for the 2018-2019 school year is in agreement with the October 31, 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 October 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 November 2018, additional hand check payments for November 2018, and payment list for the month of December 2018.

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

Additional financial reports as follows:

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

Motion made by: Michael Kinney

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
 Julie Stanton – Yes
 Amy Wojciechowski – Yes
 Travis Zigo – Yes

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

Request authorization to post the following equipment for auction on the GovDeals.com website:

One (1) hydraulic dump trailer, 5 cubic yard capacity, twin axle, Green in color, license plate #MG14931, asset tag #5365. (Note: This unit has not been used for several years. The hydraulic system has failed. The unit can no longer be used for its intended purpose.)

Authorize the School Business Administrator to advertise a request for proposal (RFP) for custodial outsourcing services conditioned upon approval from DCA.

New Jersey Department of Education Region 8 McKinney Competitive 2018-2019 Supplemental Grant.

Approval of an easement to allow homeowner, located at 178 East Millbrooke Avenue, Woodstown, to tie into the Woodstown Borough sewer system. The tie-in is located on the Mary Shoemaker School property. (Note: Easement is in legal form acceptable to the Board Solicitor.)

Authorize submission of the ESEA application amendment for Fiscal Year 2019 and accept the grant award of these funds upon the subsequent approval of the FY 2019 ESEA application amendment.

Motion made by: Michael Kinney

Motion seconded by: Amy Wojciechowski

Voting

Nelson Carney – Yes
 Maricia Chiarelli – No on RFP for custodial services only.
 Michael Kinney – Yes
 Jessica Madiraca – Abstained on the easement request only.
 Eileen C. Miller – Yes
 Richard C. Morris – Yes
 Anne Nielsen – Yes
 Julie Stanton – Yes
 Amy Wojciechowski – Yes
 Travis Zigo – Yes

POLICY

Motion to approve the following as recommended by the Superintendent:

Approval of a second reading and adoption of the new policy manual as provided through Strauss Esmay.

Approval of the updated organizational chart. (see page 287)

Motion made by: Eileen C. Miller

Motion seconded by: Travis Zigo

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

REPORTS

School Business Administrator – Mrs. Chin reported on the following:

- Sending District Board Representation Letters from the State of New Jersey.
- Budget process has begun. Will work with administration to achieve a balanced budget.
- Food Service – Shared November's results and trends observed since the start of the school year.

Administrators monthly reports for December 2018.

Building Reports for the month of November as follows:

Suspensions
Enrollments
Fire/Security Drill

BOARD REPORTS

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

- Mrs. Miller stated, "Our Woodstown School Community has been deeply hurt by the recent social media incident involving members of our student body. The Board of Education does not condone the speech, attitudes or actions that characterize this incident. We support our administration's actions to address not only this incident, but underlying attitudes and biases that contributed to this situation. These attitudes did not develop overnight, nor will they be rehabilitated overnight. We have full confidence that the measures that are being put into place will help to address the differences and issues for a long-term solution."
- Thanked Mrs. Chin and Terry Lewis of NJSBA for the workshop presentation at the December work session meeting.

Sending Districts

Upper Pittsgrove Township -- Mr. Michael Kinney stated that a Board member has resigned and will be interviewing for a replacement.

Alloway Township -- Mr. Richard Morris had nothing to report.

Liaison Reports

NJSBA Delegate Report – Mrs. Miller stated that the November meeting was not very well attended and shared highlights from the meeting.

SACC Report – Mrs. Madiraca stated they will meet in January 2019.

AG Advisory Council Report – Dr. Stanton stated they will meet in January 2019.

PTO Report – Mrs. Chiarelli stated that fund raising is underway for grades K-8.

W-P School Foundation Report – Mrs. Chiarelli stated that the Turkey Trot was a success.

CARE Report – Mr. Pennal was not in attendance.

Marlton Recreation League Report – Mr. Zigo had nothing to report.

Pilesgrove Township Report – Dr. Nielsen reported on the following:

- Construction is coming to Route 40 after school ends.
- There is a proposal to put a 700-acre solar panel in the township. May impact land and taxes.
- Memorandum of Understanding for the Richman's Ice Cream property.
- Medical marijuana discussion concerning cultivation and sale.

Woodstown Borough Report – Ms. Wojciechowski reported on the following:

- There are 3 construction projects in the works.
- Chief Mattson gave an update on the racially-charged school incident.

AUDIENCE PARTICIPATION – Non-agenda Items. – Several members of the audience spoke concerning the recent racially-charged incident that involved high school students. Many audience members were pleased with the handling of the incident by Mrs. Grossman including Mr. Gregg Zeff, Civil Right Lawyer for the NAACP, who was also in attendance. Many audience members expressed interest in getting involved in the planned activities surrounding the incident and going forward in order to be part of the solution.

IMPORTANT DATES

- January 3, 2019 – Reorganization Meeting, 7:00 p.m., Mary Shoemaker School Library
- January 17, 2019 - Work Session, 6:00 p.m., Board Office Conference Room
- January 24, 2019 – Regular Board Meeting, 7:00 p.m., Mary Shoemaker School Library

ADJOURNMENT

Motion to adjourn this meeting at 9:08 p.m.

Motion made by: Julie Stanton

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

Date

Signature /SBA