

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, JANUARY 24, 2019 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, Mr. Pennal, Dr. Stanton (arrived at 7:43 p.m.), Ms. Wojciechowski and Mr. Zigo.

Members absent: None

Also Present: Mrs. Virginia M. Grossman, Superintendent of Schools and Mrs. Rose Wang Chin, School Business Administrator/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:
December 13, 2018 - Regular Meeting Minutes.
January 3, 2019 – Reorganization and Executive Meeting Minutes.

Motion made by: Michael Kinney

Motion seconded by: Nelson Carney

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

Amy Wojciechowski – Yes

Travis Zigo – Yes

SUPERINTENDENT'S REPORT – Mrs. Grossman reported on goals and innovations.

STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for January: Greyson Hyland and Evelin Ruiz SanJuan.

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for January: Eric Quiroga and Elizabeth Lodge.

Woodstown High School Wolverines of the Month – Mr. Senor, Principal, introduced the Wolverines of the Month of January: Carmen Santiago and Robert Parkell.

PRESENTATIONS

- Ms. Megan Brown presented a donation on behalf of the Woodstown-Piles Grove School Foundation in the amount of \$5,000.00 to benefit the Mary Shoemaker School technology initiative for TruTouch televisions in every homeroom class for grades 1-5.
- Mr. Fred Caltabiano of Bowman & Company reported on the Fiscal Year 2017-2018 Woodstown-Piles Grove Regional School District Annual Financial Audit. He indicated that the audit will be finalized in March due to the hold-up of the release of GASB 75. He also stated that there were no corrective action plans.

AUDIENCE PARTICIPATION (Agenda Items Only) – None

INSTRUCTION/CURRICULUM

Motion to approve the following as recommended by the Superintendent:
2019-2020 High School Program of Studies.

Procedures and hold harmless agreement between Salem Community College and the Woodstown High School for the Jump Start program.

Articulation agreement between Salem Community College and the Woodstown High School for Dual Credit (CAP) courses. This agreement is valid for 3 years (June 30, 2022) provided neither party changes its curriculum by more than 20%.

Professional Development as follows:

Staff	Building	Dates	Workshop/Conference	Cost not to exceed
Adams, Karlyle	High School	4/8-4/10/19	PowerSchool Conference	\$620
Adams, Karlyle	High School	1/31-2/1/19	Techspo	\$600
Roback, Tiffany	High School	4/8-4/10/19	PowerSchool Conference	\$620
Roback, Tiffany	High School	1/31-2/1/19	Techspo	\$600
Shorter-Carney, Stacy	High School	4/8-4/10/19	PowerSchool Conference	\$620
Shorter-Carney, Stacy	High School	4/8-4/10/19	Techspo	\$600
Ursino, Joseph	High School	3/12-3/15/19	DAANJ Conference	\$525
Carpenter, Christine	WRS	2/6/2019	Legal One - HIB Claims	\$205
Knorr, Kristine	WRS	2/6/2019	Legal One - HIB Claims	\$205
Martinez, Michele	CST	2/22/2019	IEP & 504 Workshop	\$410
Stemberger, Nicole	CST	2/22/2019	IEP & 504 Workshop	\$410
Hogan, Joseph	CST	2/22/2019	IEP & 504 Workshop	\$410
McBride, Jennifer	CST	2/22/2019	IEP & 504 Workshop	\$410

January 2019 High School field trip list. (see page 304)

January 2019 fundraiser list. (see page 305)

Home Instruction as follows:

NJ Smart ID	Location	Home Instruction Dates
3703437734	High School	12/14/18-1/3/19
8049784550	High School	12/21/18;1/7/19-1/10/19
8621356319	High School	12/17/18-12/21/18
9101966558	High School	12/14/18-1/3/19
2801785198	High School	12/21/18-1/7/19
9219272851	High School	12/19/18-1/3/19
4271563120	High School	12/17/18-12/21/18
6856464841	High School	12/17/18-12/21/18
7783132720	High School	12/6/18-2/3/19

Approval of the Harassment, Intimidation and Bullying report dated 11/30/2018 through 1/7/2019 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: Richard C. Morris

Motion seconded by: Anne Nielsen

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Michael Kinney – No on the 2019-2020 High School Program of Studies only.

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Richard C. Morris – Yes

Anne Nielsen – Yes

Floyd Pennal – Yes

Julie Stanton – No on the 2019-2020 High School Program of Studies only.

Amy Wojciechowski – Yes

Travis Zigo – Yes

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

Professional Development as follows:

Staff	Building	Dates	Workshop/Conference	Cost not to exceed
Micale, Kim	Middle School	2/22/19	504 Plan Legal Workshop	\$349

Field Experience as follows:

Name	College	Type Experience	Location	Staff	Dates
Lakatos, Angela	Rowan University	Jr. Field Experience	Shoemaker	Phys. Ed & Health	5 days full day
McLaughlin, Mallory	Rowan University	Clinical	Shoemaker	Sherburne, Jennifer	1/25 - 4/29/19

Middle School field trip list. (see page 306)

Motion made by: Richard C. Morris

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

Travis Zigo – Yes

ADMINISTRATION/PERSONNEL

Motion to approve the following as recommended by the Superintendent:

Resignation of Jeff Podolski, High School History Teacher, effective 2/3/2019.

Resignation of John Snyder as the Facilities Absentee Coordinator effective 12/31/18. NOTE: This is only for this position and not his full time position.

Resignation of Julie Knight as the Head Softball Coach for the 2018-2019 school year.

Retirement of Emily DuBois, High School Computer Technician, effective 7/1/2019.

Extension for a leave of absence for Melissa Micheletti, High School Family and Consumer Science Teacher, from 1/28/2019 to 3/27/2019.

Kieran Keyser as a High School History Teacher (Jeff Podolski) effective 2/4/2019. Salary - MA, Step 1 (\$54,766) prorated.

Autumn Shannon as a part time custodian at the High School effective 2/11/2019. Salary - Custodian Step 1 (\$27,444) pro-rated to 25 hours per week.

Edward Williams as a part time custodian at the William Roper School effective 2/11/2019. Salary - Custodian Step 1 (\$27,444) pro-rated to 25 hours per week.

Gary Lowden to move on the salary guide from BA +30, Step 5 (\$53,892) to MA, Step 5 (\$55,533) effective 2/1/2019.

January 2019 substitute list. (see page 307)

January 2019 High School volunteer list. (see page 308)

Approval of the January 2019 Athletic volunteer list. (see page 309)

McKinney-Vento - approval of funding paid through the McKinney-Vento Supplemental Grant as follows:

Woodstown Middle School STAND Program from 3/4/2019 through May 31, 2019 for grades 6-8. The program will run for 22 days from 2:45 pm - 4:45 pm. The total cost of the program (funded through McKinney-Vento Grant) is \$12,148.24 including the following positions:

Coordinator/Lead Teacher - 50 hrs x \$32/hour x 2 hours/day (plus 6 hours for planning etc) = \$1,600

English Language Arts Teachers - 46 hrs x \$32/hour x 2 hours/day = \$1,472

Mathematics Teachers - 46 hrs x \$32/hour x 2 hours/day = \$1,472

Paraprofessional - 46 hrs x \$15/hour x 2 hours/day = \$690

Transportation - \$80/run x 22 days = \$1,760

Counselors for the McKinney-Vento Grant as follows:

Salem County Counselor - Ina Jetter - 240 hrs x \$32/hour =\$7,680

Cumberland County Counselor - Stephanie Mazzoni Engle - 240 hrs x \$32/hour =\$7,680

Cape May County Counselor - Roxanne Boleslawski - 240 hrs x \$32/hour =\$7,680

Motion made by: Travis Zigo

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

Travis Zigo – Yes

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

Acceptance of a letter of resignation from Barbara Bowen-Brown, Paraprofessional, at the Mary Shoemaker School effective 2/4/2019.

Nesandra Oswald as a Long Term Substitute STELLAR Teacher (Jamie Morgan) at the Mary Shoemaker School effective 1/25/19 through approximately 2/19/2019. Salary - regular substitute rate.

Middle School volunteer list for January 2019. (see page 310)

Shoemaker School volunteer list for January 2019. (see page 311)

William Roper School volunteer list for January 2019. (see page 312)

Motion made by: Travis Zigo

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

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 November 30, 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 November 30, 2018, preliminary final Report of the Treasurer of School Funds for the 2018-2019 school year is in agreement with the November 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-Piles Grove Regional Board of Education certifies that as of November 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 December 2018, additional hand check payments for December 2018, and payment list for the month of January 2019.

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

Additional financial reports as follows:

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

Motion made by: Floyd Pennal

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
- Travis Zigo – Yes

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

Resolution to set the Tuition Rates for the 2019-2020 school year. (see page 313)

Set the 2019 Extended School Year summer program tuition rate at \$2,500.00.

Non-Resident (non-employee) tuition rate to be set at \$8,660.00 for the 2019-2020 school year.

(Note: Audit motion was pulled until audit is finalized due to the late release of GASB 75)

Establishment of the CM Williams Scholarship.

Establishment of the Jack Heritage Baseball Scholarship.

Accept a donation from Matthew Greever of Alloway in the amount of \$100.00 to benefit the Odyssey of the Mind program.

Accept a donation from Rowan University of a Chattanooga Intellect Legend XT Electric Stimulation/Ultrasound Combination Unit to benefit the athletic department.

Accept the Greenhouse Shed proposal for placement of a 12x12 shed near the greenhouse to increase storage for the Ag program.

Request to apply for the Amazon Edhesive Grant sponsored by Amazon for the Amazon Future Engineer Program. (Note: This is not a monetary grant. Our district has been accepted to participate in the Amazon Future Engineer program and has been approved to teach Edhesive courses.

Contract with LearnWell to provide educational services to student NJSmart#3072682902 for 10 hours per week plus prep time (capped at 3 hrs per week), effective January 14, 2019 at \$44.00 per hour.

Authorize the School Business Administrator to advertise a request for proposal (RFP) for Waste / Recycling Removal services.

Offer Mr. Myron Harvey of Pilesgrove, the opportunity to rent the school owned land located on East Lake Road and East Millbrooke Avenue, Woodstown, for crop farming purposes at a cost of \$960.00 for one year.

Contract with Gloucester County Special Services School District for the 2018-2019 school year for route Y1367 at \$317.00 total per diem route cost, plus a 7% administrative fee, for NJSMART student #1690042722. (Note: This route may contain students from other districts and therefore the cost per diem will be pro-rated accordingly by Gloucester County Special Services School District.)

Motion made by: Floyd Pennal

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
- Floyd Pennal – Yes
- Julie Stanton – Yes
- Amy Wojciechowski – Yes
- Travis Zigo – Yes

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

Set parent paid preschool tuition fee at \$2,050.00 for the 2019-2020 school year.

Accept a donation from the Woodstown-Pilesgrove School Foundation in the amount of \$5,000.00 for the Mary Shoemaker School technology.

Motion made by: Floyd Pennal

Motion seconded by: Amy Wojciechowski

Voting

Nelson Carney – Yes

Maricia Chiarelli – No to parent paid preschool tuition fee only.

Jessica Madiraca – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Floyd Pennal – Yes

Julie Stanton – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

REPORTS

School Business Administrator – Mrs. Chin reported that the budget building process is underway. The Board received an early preview at the January work session. Administrative team will meet to study first round of consolidated results and to start brainstorming for ideas towards balancing a tough budget.

Administrators monthly reports for January 2019.

Building Reports for the month of December as follows:

Suspensions

Enrollments

Fire/Security Drill

BOARD REPORTS

President -- Mrs. Miller previewed that there will be tough budget decisions ahead.

Sending Districts

Upper Pittsgrove Township -- Mr. Michael Kinney reported that Upper Pittsgrove is in its early planning stages of a referendum.

Alloway Township -- Mr. Richard Morris gave a brief update on Alloway, including the welcoming of our former employee and Alloway's new Asst. Principal/Director of Curriculum, Jeff Podolski.

Liaison Reports

NJSBA Delegate Report – Mrs. Miller reported on upcoming events (e.g., 8th Grade Dialogue; workshops) and gave a synopsis of past events.

SACC Report – Mrs. Madiraca had nothing to report.

AG Advisory Council Report – Dr. Stanton reported on events, funding situations, community involvement, summer activities and funding challenges. Mrs. Grossman added the Perkins grant funds will help supplement needs.

PTO Report – Mrs. Chiarelli reported on upcoming events.

W-P School Foundation Report – Mrs. Chiarelli had nothing to report.

CARE Report – Mr. Pennal reported that CARE is working with the custodial staff re: their reaction to our district's custodial outsource exploration RFP.

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

Pilesgrove Township Report – Dr. Nielsen reported on the following

- There have been discussions on the solar fields, how to zone the field, and how it will impact taxes.
- New crosswalk and traffic light installation in front of the high school.

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

AUDIENCE PARTICIPATION – Non-agenda Items. – Several members of the WPRSSA and audience members spoke negatively concerning the custodial RFP.

IMPORTANT DATES

- 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
- February 21, 2019 - Work Session, 6:00 p.m., Board Office Conference Room
- February 27, 2019 – Regular Board Meeting, 7:00 p.m., Mary Shoemaker School Library
- March 20, 2019 – 8th Grade Dialogue

ADJOURNMENT

Motion to adjourn this meeting at 8:56 p.m.

Motion made by: Michael Kinney

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

Floyd Pennal – 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