

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, MARCH 28, 2019 AT THE WILLIAM ROPER SCHOOL MULTI-PURPOSE ROOM 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 (arrived at 7:04 p.m.), Mrs. Madiraca, Mrs. Miller, Mr. Morris, Dr. Nielsen, Mr. Pennal, Dr. Stanton, 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. Hildebrand and Mrs. Martinez.

APPROVAL OF MINUTES

Motion to approve the following minutes as recommended by the School Business Administrator:
February 21, 2019 – Work Session Minutes.
February 27, 2019 - Regular Meeting and Executive Session Minutes.

Motion made by: Maricia Chiarelli

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

SUPERINTENDENT'S REPORT – Mrs. Grossman reported on the following:

- District's progress pertaining to the Board Strategic Goals and the Superintendent Goals. A draft 5-year Strategic Plan will be presented at the April Work Session.
- Update on the progress of policies and an anticipated timeline of online access by end of April.
- Our District is preparing for its upcoming QSAC in 19/20. Prep work includes (but is not limited to): creation of new systems and processes; 5-year Strategic Plan; departmental plans (e.g., Buildings & Grounds); student growth objectives; etc.
- The 19/20 budget has been submitted to County for approval. The District will host a preliminary budget community meeting on Monday 4/8/19 in MSS Library, in order to achieve community transparency. This preliminary meeting is in addition to, and in advance of, our Budget Public Hearing at the April Board meeting.
- Discussion on the new assessment by NJDOE which will replace PARCC.
- The Superintendent evaluation process has started. The evaluation will be in synergy with the Board and Superintendent goals, and will be discussed at the Executive Session in April.

STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Hildebrand, Dean of Students, introduced the Young Wolverines of the Month for March: Emma Perry and Seth Kompa.

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for March: Isabella Law and David Harvey.

Woodstown High School Wolverines of the Month – Mr. Senor, Principal, introduced the Wolverines of the Month of March: Celine Gauffeny and Jacob Pratt (was not in attendance).

AUDIENCE PARTICIPATION (Agenda Items Only) – None

INSTRUCTION/CURRICULUM

Motion to approve the following as recommended by the Superintendent:
Amended 2018-2019 School Calendar due to inclement weather.

SEMI Corrective Action Plan for the 2019-2020 school year.

March 2019 field experience list as follows:

Student	College	Building	Staff	Dates	Type
Gloster, Kayode	Rowan University	High School	Gunther, Kahlil	9/2/19-10/25/19	Clinical Practice
Gloster, Kayode	Rowan University	High School	Gunther, Kahlil	3/16/20-5/6/20	Clinical Practice

March 2019 High School field trip list. (see page 347)

March 2019 fundraiser list. (see page 348)

Approval for all Juniors and Seniors to have a late start of 11:00 am due to State Testing on April 29, 30 and 9:30 am on May 1, 2019.

March 2019 high school home instruction list as follows:

Student ID#	Approximate Absence dates
818686269	2/27/19 - 3/13/19
6938306252	3/6/19 - 3/20/19
335737830	3/11/19 - 4/11/19
7783132720	3/11/19 - 4/11/19
8186862693	3/13/19 - 3/25/19

New club SABLE/BFA Sisters for Awareness and the Black Leadership & Equality/Brothers for Awareness effective 4/16/19.

Harassment, Intimidation and Bullying report dated 2/16/2019 - 3/22/2019 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: Amy Wojciechowski

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
- 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	Location	Cost not to exceed
English, Bradford	Shoemaker	3/29/19	4th Annual Yoga & Mindfulness	Rowan University	\$198
New, Stephen	Shoemaker	3/29/19	4th Annual Yoga & Mindfulness	Rowan University	\$198

Field Experience as follows:

Student	College	Building	Staff	Dates	Type
Gloster, Kayode	Rowan University	Mary Shoemaker	Nowmos, Christine	3/18/19-5/10/20	Clinical Practice
Gloster, Kayode	Rowan University	Mary Shoemaker	Nowmos, Christine	1/21/20 - 3/6/20	Clinical Practice
Kershaw, Samantha	Rowan University	Mary Shoemaker	Kidder, Kate	9/3/19 - 12/10/19	Clinical Practice
Kershaw, Samantha	Rowan University	Mary Shoemaker	Kidder, Kate	1/21/20 - 5/6/20	Clinical Practice
Roberts, Bryanna	Rowan University	William Roper	DiDio, Katie	9/3/19 - 12/10/19	Clinical Practice
Roberts, Bryanna	Rowan University	William Roper	DiDio, Katie	1/21/20 - 5/6/20	Clinical Practice

Middle School March 2019 field trip list. (see page 349)

Mary Shoemaker March 2019 field trip list. (see page 350)

March 2019 non-high school home instruction list as follows:

Student ID#	Approximate Absence dates
387814382	2/14/19 - 3/31/19
723861594	2/18/19 - 4/18/19
761036632	3/11/19 - 3/27/19

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
- Travis Zigo – Yes

ADMINISTRATION/PERSONNEL

Motion to approve the following as recommended by the Superintendent:

Accept the resignation of Sondra Hiles (high school math teacher) effective 7/1/2019.

Stacey McCarter as a part time custodian at the high school effective approximately 4/15/2019. Salary - Custodian Step 1 (\$27,444) pro-rated to start date and a maximum of 25 hours per week.

March 2019 high school extra duty list. (see page 351)

March 2019 curriculum extra duty list. (see page 352)

WPRSSA Sidebar Agreements effective 7/1/2019 through 6/30/2020. (see page 353)

March 2019 substitute list. (see page 354)

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 Superintendent (voting not applicable to sending district representatives):

Intermittent Family Leave for Caroline Little from 2/15/2019 through 5/1/2019.

Diane Cioffi for a medical leave of absence effective 3/15/2019 for approximately 6 weeks.

Johanna Riggins as a full time paraprofessional at the Mary Shoemaker School effective 3/29/2019. Salary - Para, Step 1 (\$19,493) pro-rated to start date.

Brooke Melino as a part time paraprofessional at the Mary Shoemaker School effective approximately 4/15/2019. Salary - Para, Step 1 (\$19,493) pro-rated to start date and hours.

March 2019 Mary Shoemaker extra duty list. (see page 355)

Jennifer Hildebrand as the Acting Principal at the Mary Shoemaker Elementary School and the William Roper Early Learning Center effective 3/15/2019 for approximately 6 weeks. Stipend - \$57.2/hour x 2.5 hours/per day (2 at MSS and .5 at WRS)

Jamie Morgan to continue in the Teacher on Special Assignment position (Master Teacher approved at the September 20, 2018 meeting) from 3/15/2019 for approximately 6 weeks at no additional cost to the district.

Volunteer Lists for the month of March as follows:

- Mary Shoemaker volunteer list. (see page 356)
- William Roper volunteer list. (see page 357)
- Middle School volunteer list. (see page 358)

Motion made by: Floyd Pennal

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 – Abstained on the Middle School volunteer list only.

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 January 31, 2019, 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 January 31, 2019, preliminary final Report of the Treasurer of School Funds for the 2018-2019 school year is in agreement with the January 31, 2019, 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 January 31, 2019, 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 2019, additional hand check payments for February 2019, and payment list for the month of March 2019.

Transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of January 2019.

Additional financial reports as follows:

Student Activities and Athletics for the month of February 2019.

Scholarships for the month of February 2019.

Odyssey of the Mind for the month of February 2019.

Cafeteria Report for the month of February 2019.

Woodstown Community School for the month of February 2019.

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

Travis Zigo – Yes

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

Approval to reject all proposals submitted for Custodial and Black Seal Operator Services Request for Proposal (RFP) #WPRSD-CS-2019-20-001 opening on February 5, 2019.

Contract with Salem County Vocational Technical School for the attendance of full-time academy students and full and shared time vocational students in the amount of \$208,575.00 for the 2019-2020 school year.

Contract with Bridgeton Board of Education to provide home instruction services to student (NJSmart #5346350507) beginning January 2, 2019 through February 4, 2019 for a total cost of \$420.00.

Contract with Brookfield Schools to provide home instruction on an as needed basis at \$32.00 per hour for the 2018-2019 school year.

Contract with Gloucester County Special Services School District for an additional bus route Y1363 for the STAND Program beginning March 4, 2019 through May 31, 2019 at \$73.08 per diem, plus a 7% administrative fee. Cost will be paid through the McKinney-Vento Supplemental Grant.

Contract with Gloucester County Special Services School District for quoted route Y1463 at \$297.00 per diem, plus a 7% administrative fee. Route for student NJ SMART #6216115392 begins February 28, 2019 to the end of the 2018-2019 school year.

Lease purchase agreement for 60 months through Apple Financial Services under ESCNJ Co-Op (Middlesex) Apple Educational Products Bid#MRESC 15/16-78 in the amount of \$281,123.10 with an interest rate of 0.00% and annual payments in the amount of \$56,224.62 for the purchase of 175 MacBook Air 13-inch with AppleCare+ Protection Plan.

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

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

Contract with the Pilot School for the attendance of student NJSmart #6216115392, effective February 28, 2019 through the remainder of the 2018-2019 school year at a prorated tuition cost of \$12,440.00.

Contract with Bridgeton Board of Education to provide home instruction services to student (NJSmart #7238615947) beginning February 7, 2019 through February 8, 2019 for a total cost of \$120.00.

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
Travis Zigo – Yes

POLICY

Motion to approve the following policies (P) and regulations (R) for first reading:

Section 000

P 0141.1 Board Member and Term - Receiving District (Revised)

Section 2000

P 2422 Health and Physical Education (M) Revised)

P 2431.3 Practice and Pre-Season Heat-Acclimation for School Sponsored Athletics and Extra-Curricular Activities (Revised)

P 2610 Educational Program Evaluation (M) (Revised)

Section 4000

P 4219 Commercial Driver's License Controlled Substance and Alcohol Use Testing (M) (Revised)

Section 5000

P 5111 Eligibility of Resident/Nonresident Students (M) (Revised)

R 5111 Eligibility of Resident/Nonresident Students (M) (Revised)

P 5330.04 Administering an Opioid Antidote (M) (Revised)

R 5330.04 Administering an Opioid Antidote (M) (New)

P 5756 Transgender Students (M) (Revised) - UPDATED

Section 7000

P 7440 School District Security (M) (Revised)

R 7440 School District Security (M) (Revised)

Section 8000

P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)

Policy and Regulation update replacing "Electronic Violence and Vandalism Reporting system (EVVRS)" with "Student Safety Data System (SSDS)"

P 2415.06 Unsafe School Choice Option (M) (Revised)

P 2460.8 Special Education - Free and Appropriate Public Education (M) (Revised)

P 5530 Substance Abuse (M) (Revised)

P 5600 Student Discipline/Code of Conduct (M) (Revised)

R 5600 Student Discipline/Code of Conduct (M) (Revised)

P 5611 Removal of Students for Firearms Offenses (M) (Revised)

- R 5611 Removal of Students for Firearms Offenses (M) (Revised)
- P 5612 Assaults on District Board of Education members or Employees (M) (Revised)
- R 5612 Assaults on District Board of Education members or Employees (M) (Revised)
- P 5613 Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- R 5613 Removal of Students for Assaults with Weapons Offenses (M) (Revised)
- P 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)
- R 8461 Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M) (Revised)

Motion made by: Maricia Chiarelli

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

NEW BUSINESS

Mr. Carney shared an upcoming event - Salem County NAACP annual banquet on April 13, 2019.

REPORTS

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

- Food Service Feb Performance -- Reported out on February and year-to-date profitability; discussed strengths that contribute to profitability; discussed the potential impact of Spring weather on the food service business; gave preview of factors that would impact performance the rest of the school year. The Board thanked Nutri-Serve for their support and donation towards the 8th Grade Dialogue event.
- 19/20 Budget was presented to the BOE at our 3/14 Work Session, then submitted to the County office on 3/20. District has responded to clarification questions from the County and awaits final approval of the approved budget.

Administrators monthly reports for March 2019.

Building Reports for the month of February as follows:

Suspensions
Enrollments
Fire/Security Drill

BOARD REPORTS

President -- Mrs. Miller reported on the following:

- Congratulated on success of Quad District art show and music performance
- Provided a handout that discussed pros and cons of Standing Committees (former structure) versus Committee of the Whole (current structure; i.e., Work Session); suggested that BOE be ready for discussion on this topic at April Work Session
- Stated that the 8th Grade Dialogue event was a success
- Discussed the importance of the Superintendent evaluation by the BOE
- Reiterated the importance of confidentiality on all topics discussed at Executive Sessions and Weekly Confidential emails

Sending Districts

Upper Pittsgrove Township -- Mr. Michael Kinney shared state funding cuts and budgetary constraints; and the PTO donation of the athletic track.

Alloway Township -- Mr. Richard Morris shared a handout on benchmarking analysis of various school metrics.

Liaison Reports

NJSBA Delegate Report – Mrs. Miller discussed the idea of bringing Delegate workshop ideas to our District (e.g., communication style); upcoming events were previewed; encouraged other BOE members to attend.

SACC Report – Mrs. Madiraca shared discussion at recent SACC Board meeting.

AG Advisory Council Report – Dr. Stanton shared discussion at March meeting (e.g., AG's 5-year strategic improvement plan).

PTO Report – Mr. Zigo discussed PTO ideas for upcoming events and fundraiser.

W-P School Foundation Report – Mrs. Chiarelli discussed upcoming foundation events.

CARE Report – Mr. Pennal had nothing to report.

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

Pilesgrove Township Report – Dr. Nielsen stated the township is working on their budget.

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

AUDIENCE PARTICIPATION – Non-agenda Items. – Ms. Laura Hubbard of Woodstown and also a teacher in Swedesboro thanked/commended our district on providing counsellors to her district during time of need (teacher's sudden death); it was a tremendous help to their students and staff during this difficult time.

IMPORTANT DATES

- March 14, 2019 – Work Session, 6:00 p.m., Board Office Conference Room
- March 28, 2019 – Regular Board Meeting, 7:00 p.m., William Roper School
- April 15, 2019 – Work Session 6:00 p.m. Board Office Conference Room.
- April 24, 2019 – Public Hearing on Budget/Regular Board Meeting, 7:00 p.m., Mary Shoemaker School Library

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 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. (8:48 p.m.)

Motion made by: Amy Wojciechowski

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
Travis Zigo – Yes

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 9:37 p.m.

Motion made by: Anne Nielsen

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

ADJOURNMENT

Motion to adjourn this meeting at 9:30 p.m.

Motion made by: Amy Wojciechowski

Motion seconded by: Floyd Pennal

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