

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, AUGUST 22, 2019 AT THE MARY S. SHOEMAKER SCHOOL LIBRARY AT 7:00 P.M.

CALL TO ORDER

Mrs. Miller, 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: Mrs. Chiarelli, Mr. Kinney, Mrs. Miller, Dr. Nielsen, Ms. Wojciechowski, and Mr. Zigo.

Members absent: Mr. Carney, Mrs. Madiraca, Mr. Morris, Mr. Pennal, and Dr. Stanton.

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:

July 18, 2019 – Work Session Minutes.

July 25, 2019 – Regular Meeting and Executive Session Minutes.

Motion made by: Michael Kinney

Motion seconded by: Amy Wojciechowski

Voting

Maricia Chiarelli – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

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

Scoreboard – Mrs. Grossman stated that original fundraising for scoreboard was insufficient to cover total cost and scope of work.

Budget – Mrs. Grossman reiterated and summarized 19/20 budget cuts; discussed the rationale to prioritize an investment in the math curriculum; discussed in general that stipends were cut; Fed funding was cut by \$31K; budget cuts were across the board and equitable; OM stipends were one of many cuts; OM encouraged to fundraise to maintain its 18/19 scope/number of teams.

AUDIENCE PARTICIPATION (Agenda Items Only) – Audience member identified aspects where Strategic Plan statements did not align with OM cuts.

INSTRUCTION/CURRICULUM

Motion to approve the following as recommended by the Superintendent:

Staff to write Math Curriculum for grades 6 through 12. Total cost for writing the curriculum not to exceed \$7,104. Funding is provided through the 2019 Title I Reallocated Grant.

Name	Subject	Hourly Rate	Hours
Lowden, Gary	Algebra I	\$32	34.37
Lowden, Gary	8th Grade Math	\$32	34.37
Vinciguerra, Heather	7th Grade Accelerated Math	\$32	34.37
Heineman, Judy	Geometry	\$32	34.37
O'Brien, Joseph	Algebra II	\$32	34.37
Pessolano, Allison	6th& 7th Grade Math	\$32	34.37

Exploration of a community lead Woodstown-Piles Grove Regional Athletic Foundation (pending 501c3).

Handbooks for the 2019-2020 school year:

- Cafeteria Staff Manual
- High School Advisors Handbook
- High School Faculty Handbook
- Gifted and Talented Handbook
- Achieve Handbook

Motion made by: Travis Zigo

Motion seconded by: Amy Wojciechowski

Voting

Maricia Chiarelli – Yes
 Michael Kinney – Yes
 Eileen C. Miller – Yes
 Anne Nielsen – Yes
 Amy Wojciechowski – Yes
 Travis Zigo – Yes

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

Field Experience for the 2019-2020 School Year:

Student	Building	Staff	College	Dates	Type
Stierle, Michael	Middle School	DiRusso, Betsy	Wilmington University	9/2019-12/2019	Practicum I

Handbooks for the 2019-2020 school year:
 Mary Shoemaker Faculty Handbook
 Mary Shoemaker Parent Handbook
 William Roper Faculty Handbook
 William Roper Parent Handbook

Motion made by: Travis Zigo
Motion seconded by: Maricia Chiarelli
Voting
 Maricia Chiarelli – Yes
 Eileen C. Miller – Yes
 Anne Nielsen – Yes
 Amy Wojciechowski – Yes
 Travis Zigo – Yes

ADMINISTRATION/PERSONNEL

Motion to delete item 3.b. from the agenda pertaining to a long term substitute music teacher.

Motion made by: Amy Wojciechowski
Motion seconded by: Michael Kinney
Voting
 Maricia Chiarelli – Yes
 Michael Kinney – Yes
 Eileen C. Miller – Yes
 Anne Nielsen – Yes
 Amy Wojciechowski – Yes
 Travis Zigo – Yes

Motion to approve the following as recommended by the Superintendent:

Acceptance Resignations/Retirements as follows:

Resignation letter from Stephanie Smart as a Part-time Occupational Therapist effective 9/15/2019.

Resignation letter from Nicole Stemberger as a Part-time Social Worker effective 8/23/2019.

Leave of absence request for Jim Ludlam (High School Music Teacher) from 8/8/2019 through approximately 11/8/2019.

Appointment of New Staff as follows:

Evelyn Porter as a Long Term Substitute Family and Consumer Science Teacher from 10/23/2019 to 1/6/2020 (approximately 35 days) at \$90.00 a day. NOTE: Ms. Porter will be filling in for Melissa Micheletti as she will be working as a Master Teacher.

Extra Duty Appointments as follows: (see page 488 through 490)

High School Athletics August list.
 Curriculum August list.
 High School August list.

Staff renewal for the 2019-2020 school year: (see page 491 through 493)

Custodians
 Cafeteria Aides
 Paraprofessionals

New position (fourth grade, Mary Shoemaker) effective 9/1/2019. NOTE: This position is due to an increase in enrollment in the fourth grade requiring an additional teacher.

August 2019 substitute list. (see page 494)

Revised Dean of Students Job Description.

Motion made by: Anne Nielsen
Motion seconded by: Amy Wojciechowski
Voting
 Maricia Chiarelli – Yes
 Michael Kinney – Yes
 Eileen C. Miller – Yes

Anne Nielsen – Yes
Amy Wojciechowski – Yes
Travis Zigo – Yes

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

Accept Resignations/Retirements as follows:
Resignation letter from Karen Malos, Paraprofessional, effective 9/1/2019.

Appointment of New Staff as follows:
Olivia Harris as a Long Term Substitute Teacher at the Mary Shoemaker School from 9/3/2019 through 12/6/2019. Salary - BA, Step 1 (\$52,271 pro-rated). NOTE: This is for Mary Cundey who is on a leave of absence.

Nancy Hart as a Cafeteria Aide at the Mary Shoemaker School effective 9/5/2019. Salary -\$10.35 per hour x 2.5 hours per day.

Kelly Rosen as a part-time (.643) Social Worker effective 9/1/2019. Salary - MA, Step 1 (\$35,726). NOTE: This a replacement for Nicole Stemberger.

Tara McQueston as a Long Term Substitute Teacher at the William Roper School from 9/3/2019 through 12/6/2019. Salary - BA, Step 1 (\$52,271 pro-rated). NOTE: This is for Kate Trebelhorn who is on a leave of absence.

Kerry **Hars** as a Kindergarten Teacher at the William Roper School effective 9/1/2019. Salary - BA, Step 1 (\$52,271).

Gabriella Sorantino as a full-time Pre-K Teacher at the William Roper School effective 9/1/2019. Salary - BA, Step 1 (\$52,271).

Extra Duty Appointments as follows:
Christine Carpenter, Roper School Dean of Students, to work up to five (5) days prior to 9/1/2019 with the approval of the Superintendent. Stipend - per diem rate.

Middle School August extra duty list. (see page 495)

Motion made by: Anne Nielsen
Motion seconded by: Travis Zigo

Voting
Maricia Chiarelli – Yes
Eileen C. Miller – Yes
Anne Nielsen – 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 June 30, 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 June 30, 2019, preliminary final Report of the Treasurer of School Funds for the 2018-2019 school year is in agreement with the June 30, 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 June 30, 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 July 2019, additional hand check payments for July 2019, additional payment list for the month of August 2019, and payment list for the month of July 2019.

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

Additional financial reports as follows:
Student Activities and Athletics for the month of July 2019.
Scholarships for the month of July 2019.
Odyssey of the Mind for the month of July 2019.
Woodstown Community School for the month of July 2019.

Motion made by: Amy Wojciechowski

Motion seconded by: Michael Kinney

Voting

Maricia Chiarelli – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

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

Accept the award of the Fiscal Year 2019 Reallocated Title I FORMULA Grant as approved by the NJDOE on July 11, 2019.

Submission of the 2019-2020 Stewart B. McKinney-Vento Education for Homeless Children and Youth Program application serving the homeless students in Mercer and Burlington counties in the amount up to \$264,793.00.

Contract with Gloucester County Special Services School District to provide services to the following student for the 2019-2020 extended school year program effective July 8, 2019 through August 8, 2019: NJSmart #8692232997 in the amount of \$4,320.00 plus a 1:1 aide in the amount of \$3,550.00

Contract with Salem County Special Services School District to provide services to the following student for the 2019-2020 extended school year program effective July 8, 2019 through August 15, 2019: NJSmart #7182903077 in the amount of \$4,800.00 plus a 1:1 aide in the amount of \$3,500.00

Title I and IIA Instructor salaries for the 2019-2020 school year. (see page 496)

Contract with Cape-Atlantic Associates, LLS t/a Club Z to provide in-home tutoring services through the McKinney-Vento grant. There is no cost to the district.

Renewal of district transportation contracts with B. R. Williams, Inc. for the 2019-2020 school year at a CPI of 1.45 for High School/Middle School. (see page 497 through 498)

Renewal of transportation contracts with Gloucester County Special Services School District for the 2019-2020 school year as follows. (Note: Per diem route cost will be shared with Woodstown, Alloway & Upper Pittsgrove Schools):

1193A at \$162.03 total per diem route cost, plus a 7% administrative fee for multiple students.

1193B at \$102.80 total per diem route cost, plus a 7% administrative fee for multiple students.

Renewal of transportation contracts with Gloucester County Special Services School District for the 2019-2020 school year as follows. (Note: All per diem cost listed are total route cost. Some of the routes contain students from other districts and therefore the cost per diem will be pro-rated accordingly by Gloucester County Special Services School District.):

Y1304 at \$406.77 total per diem route cost, plus a 7% administrative fee for students NJSmart #1709115870, 8692232997, 2106346771, 5508166782 and 2597878993.

Y1324 at \$241.99 total per diem route cost, plus a 7% administrative fee for students NJSmart #3264856132, 5704267725, 3363985909 and 4945982759.

Y1422 at \$303.33 total per diem route cost, plus a 7% administrative fee for student NJSmart #8356017265.

Y1429 at \$154.20 total per diem route cost, plus a 7% administrative fee for NJSmart #1083720456.

Y521 at \$418.59 total per diem route cost, plus a 7% administrative fee for NJSmart #7181290307.

New transportation contracts with Gloucester County Special Services School District for the 2019-2020 school year as follows. (Note: All per diem cost listed are total route cost. Some of the routes contain students from other districts and therefore the cost per diem will be pro-rated accordingly by Gloucester County Special Services School District):

Y1492 at \$269.00 total per diem route cost, plus a 7% administrative fee for student NJSmart #6216115392.

Y1501 at \$382.00 total per diem route cost, plus a 7% administrative fee for multiple students.

Y1504 at \$293.50 total per diem route cost, plus a 7% administrative fee for students NJSmart #2464380751 and 3295862833.

Joint transportation agreement with Alloway Township Board of Education for the 2019-2020 school year for route AV1 at \$110.00 per diem for student NJSmart #6670522415.

Joint transportation agreement with Pittsgrove Township Board of Education for the 2019-2020 school year for route SC-CUMB at \$141.04 per diem for students NJSmart #2384482013 and 1416288941.

Joint transportation agreement with Alloway Township Board of Education for routes 1193A & 1193B to transport full-time and share-time students to and from Salem County Vocational Technical School for the 2019-2020 school year. Alloway's share of the cost will be \$16,528.98 for the year.

Joint transportation agreement with Upper Pittsgrove School District for routes 1193A & 1193B to transport full-time and share-time students to and from Salem County Vocational Technical School for the 2019-2020 school year. Upper Pittsgrove's share of the cost will be \$16,182.22 for the year.

Motion made by: Amy Wojciechowski

Motion seconded by: Anne Nielsen

Voting

Maricia Chiarelli – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – 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):

Textbooks to be placed on the New Jersey Department of Education textbook sharing website. (Note: Books older than 10 years cannot be placed on the website and will be discarded.)

Renewal of district transportation contracts with B. R. Williams, Inc. for the 2019-2020 school year at a CPI of 1.45 for Mary S. Shoemaker School/ William Roper Early Childhood Learning Center School. (see page 497 through 498)

Contract with Gloucester County Special Services School District to provide services to the following students for the 2019-2020 extended school year program effective July 8, 2019 through August 8, 2019:
NJSmart #2106346771 in the amount of \$4,320.00

NJSmart #5508166782 in the amount of \$4,320.00 plus a 1:1 aide in the amount of \$3,550.00

NJSmart #2597878993 in the amount of \$4,320.00

Contract with Salem County Special Services School District to provide services to the following students for the 2019-2020 extended school year program effective July 8, 2019 through August 15, 2019:

NJSmart #1416288941 in the amount of \$4,800.00 plus a 1:1 aide in the amount of \$3,500.00

NJSmart #2384482013 in the amount of \$4,800.00

Accept the donation from Chiarelli Paving for the prevailing wage pay for two (2) laborers for seal coating the Mary S. Shoemaker School blacktop.

Approve Chiarelli Paving for seal coating (seal coat, clean-up and crack fill) of a 4,725 sq. ft. area of blacktop at the Mary S. Shoemaker School. Cost - \$1,492.45.

Motion made by: Amy Wojciechowski

Motion seconded by: Travis Zigo

Voting

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

POLICY

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

Policy revision as follows:

Series 5000 - Policy 5410 - Promotion and Retention

Motion made by: Amy Wojciechowski

Motion seconded by: Michael Kinney

Voting

Maricia Chiarelli – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

OLD BUSINESS

Mrs. Miller and Mrs. Grossman met to discuss the fundraising policy. Information will be shared at the next Board meeting.

NEW BUSINESS

Mrs. Grossman provided a construction update as per DOT (Department of Transportation) meeting today; many constituents attended and were represented at the meeting; Mrs. Grossman will send global connect message to update the community; in summary, DOT is approximately 2 weeks behind.

Motion to accept, with regrets, the resignation of Board Member Jessica Madiraca as of September 1, 2019 and to advertise for the open seat.

Motion made by: Anne Nielsen

Motion seconded by: Maricia Chiarelli

Voting

Maricia Chiarelli – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Anne Nielsen – Yes

Amy Wojciechowski – Yes

Travis Zigo – Yes

REPORTS

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

- District will advertise for new Board opening now that Jessica Madiraca's resignation is officially accepted by the Board.
- QSAC work is underway.
- Freedom of Information OPRA request (which was sent by requester to the Board on 8/19/19) has been responded to by the Business Office.

Administrators monthly reports for August 2019.

BOARD REPORTS

President -- Mrs. Miller reported on the following:

- Celebrate LMTI Woodstown Club receiving award/scholarship.
- Encourage "outside of box" thinking to solve the budgetary cuts that impacted OM.
- Encourage audience to come out and support the Fourth Friday event and upcoming events.

Sending Districts

Upper Pittsgrove Township -- Mr. Michael Kinney reported on the following:

- His district has applied for the Prek expansion grant and are awaiting outcome.

Alloway Township -- Mr. Richard Morris was not in attendance.

Liaison Reports

NJSBA Delegate Report – Mrs. Miller encourage Board members to attend the 9/16 Salem County School Board meeting; Senator Sweeney may be guest speaker and Consolidation issue may be discussed.

SACC Report – Mrs. Madiraca was not in attendance.

AG Report – Dr. Stanton was not in attendance. Mrs. Miller discussed produce market by FFA.

PTO Report – Mr. Zigo previewed two (2) upcoming events where volunteers will be needed: Fall Festival; Fun with Santa.

School Foundation Report – Mrs. Chiarelli reported that Turkey Trot is next event.

CARE Report – Mr. Pennal was not in attendance.

Marlton Recreational Field Report – Mr. Zigo stated the next meeting is first Monday of September.

Pilesgrove Township Report – Dr. Nielsen reported on the following

- Discussed construction project and its impact to our school district; working with police.
- Preview Cow Run event.
- Discussed township's perspective re: Consolidation.

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

AUDIENCE PARTICIPATION – Non-agenda Items.

- Several audience members discussed their OM experience and their perspective of the OM stipend reductions. Mrs. Grossman stated that the club is not being cut completely, and encouraged fund raising to achieve adding any additional teams.

IMPORTANT DATES

- August 22, 2019 - Regular Board Meeting, 7:00 p.m., Mary Shoemaker School Library
- September 19, 2019 – Work Session, 6:00 p.m., William Roper MPR
- September 26, 2019 – Regular Board Meeting, 7:00 p.m. William Roper MPR

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. 8:58 p.m.)

Motion made by: Michael Kinney
Motion seconded by: Maricia Chiarelli
Voting
Maricia Chiarelli – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Anne Nielsen – Yes
Amy Wojciechowski – Yes
Travis Zigo – Yes

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 9:13 p.m.

Motion made by: Amy Wojciechowski
Motion seconded by: Travis Zigo
Voting
Maricia Chiarelli – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Anne Nielsen – Yes
Amy Wojciechowski – Yes
Travis Zigo – Yes

ADJOURNMENT

Motion to adjourn this meeting at 9:20 p.m.

Motion made by: Amy Wojciechowski
Motion seconded by: Michael Kinney
Voting
Maricia Chiarelli – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Anne Nielsen – Yes
Amy Wojciechowski – Yes
Travis Zigo – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

Date

Signature /SBA