

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PIESGROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, NOVEMBER 21, 2019 AT THE WILLIAM ROPER SCHOOL MULTI-PURPOSE ROOM, 211 EAST LAKE ROAD, PILES GROVE, 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-Pilesgrove 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 Pilesgrove 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 Pilesgrove Clerk.

FLAG SALUTE

Mrs. Miller then led the group in the pledge of allegiance to the flag.

Mrs. Miller requested a moment of silence in remembrance of Micah Tennant, a ten-year old child who was killed at a football game in Pleasantville, New Jersey.

ROLL CALL:

Members Present: Mr. Carney, Mrs. Chiarelli, Mrs. Miller, Mr. Morris, Mr. Pennal, and Ms. Wojciechowski.

Members absent: Mr. Kinney, Dr. Nielsen, Dr. Stanton, and Mr. Zigo.

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

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

SUPERINTENDENT'S REPORT – Mrs. Grossman reported that emergency plans are in place for our upcoming football game.

STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for November: Xavier Cszasz and Lilah Moore.

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for November: Cherish Cotton and Colin Hopp.

Woodstown High School Wolverines of the Month – Mr. Senor, Principal, introduced and Wolverines of the Month for November: Sarah Gunther and Ethan Rust.

STUDENT REPRESENTATIVE – Kysen West

Mrs. Miller stated that there is a Bill in the works requiring Boards of Education to have a student rep; Mrs. Miller commended Woodstown for its proactiveness.

Mr. West reported on the following:

- When football games are over, students plan to support other sports that are in season.
- Blood drive is this week.

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 a student matter. It is expected that the executive session will last approximately 20 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. 7:23 p.m.)

Motion made by: Amy Wojciechowski

Motion seconded by: Floyd Pennal

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Floyd Pennal – Yes

Shonta Thomas – Yes

Amy Wojciechowski – Yes

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 7:50 p.m.

Motion made by: Maricia Chiarelli

Motion seconded by: Nelson Carney

Voting

Nelson Carney – Yes
 Maricia Chiarelli – Yes
 Eileen C. Miller – Yes
 Richard C. Morris, Jr., - Yes
 Floyd Pennal – Yes
 Shonta Thomas – Yes
 Amy Wojciechowski – Yes

AUDIENCE PARTICIPATION (Agenda Items Only) – None.

APPROVAL OF MINUTES

Motion to approve the following minutes as recommended by the School Business Administrator:
 October 17, 2019 – Work Session and Executive Session Minutes.
 October 24, 2019 – Regular Meeting and Executive Session Minutes.

Motion made by: Maricia Chiarelli
Motion seconded by: Amy Wojciechowski

Voting

Nelson Carney – Yes
 Maricia Chiarelli – Yes
 Eileen C. Miller – Yes
 Richard C. Morris, Jr., - Yes
 Floyd Pennal – Yes
 Shonta Thomas – Yes
 Amy Wojciechowski – Yes

INSTRUCTION/CURRICULUM

Motion to approve the following as recommended by the Superintendent:
 Professional Development as follows:

Staff	Building	Dates	Workshop/Conference	Location	Cost not to exceed
Tiffany Roback	High	1/30-1/31/20	NJASA Techspo	Atlantic City	\$685 - funded through Tech Dept.
Dawn Clarke	High	1/30-1/31/20	NJASA Techspo	Atlantic City	\$685 - funded through Tech Dept.
Karlyle Adams	High	1/30-1/31/20	NJASA Techspo	Atlantic City	\$685 - funded through Tech Dept.
Stacy Shorter-Carney	High	1/30-1/31/20	NJASA Techspo	Atlantic City	\$685 - funded through Tech Dept.

Field Experience as follows:

Samantha Santos from Rowan University for an Athletic Training Education Clinical Rotation with Dan Evans at the High School. Spring 2020: 1/13/20 to 5/22/20.

Field Trip requests for the month of November 2019 as follows:

High School (see page ____)

Fundraising request for the month of November 2019 (see page ____)

Harassment, Intimidation and Bullying (HIB) report dated 10/17/19 through 11/14/19 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: Maricia Chiarelli

Voting

Nelson Carney – Yes
 Maricia Chiarelli – Abstained on the HIB report only.
 Eileen C. Miller – Yes
 Richard C. Morris, Jr., - Yes
 Floyd Pennal – Yes
 Shonta Thomas – Yes
 Amy Wojciechowski – Yes

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

Field Experience as follows:

Rescind the approval of Ashley Seifert from Rowan University for a full year of Clinical Practice in Health and PE with Steve New (Mary Shoemaker School) and Kellilynn Clifford (Woodstown Middle School).

Spring 2020: 1/21/20 to 3/6/20 - Woodstown Middle School (84 hours); 3/23/20 to 4/30/20 - Mary Shoemaker School (84 hours).

Fall 2020: 9/1/20 to 10/23/20 - Mary Shoemaker School (280 hours); 10/26/20 to 12/17/20 - Woodstown Middle School (280 hours).

Giordano (Jordan) D'Alessio from Rowan University for a full year of Clinical Practice in Health and PE with Steve New (Mary Shoemaker School) and Kellilynn Clifford (Woodstown Middle School).

Spring 2020: 1/21/20 to 3/6/20 - Woodstown Middle School (84 hours); 3/23/20 to 4/30/20 - Mary Shoemaker School (84 hours).

Fall 2020: 9/1/20 to 10/23/20 - Mary Shoemaker School (280 hours); 10/26/20 to 12/17/20 - Woodstown Middle School (280 hours).

Mirjam Biegen through Rowan University for 25 hours of fieldwork with Diane Cioffi at the Mary Shoemaker School. This is for a graduate level course.

Field Trip requests for the month of November 2019 as follows:

Mary Shoemaker November 2019 Field Trip list. (see page ___)

Middle School November 2019 Field Trip list. (see page ___)

Motion made by: Amy Wojciechowski

Motion seconded by: Maricia Chiarelli

Voting

Nelson Carney – Abstained on the Mary Shoemaker Field Trip list only.

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Floyd Pennal – Yes

Shonta Thomas – Abstained on the Mary Shoemaker Field Trip list only.

Amy Wojciechowski – Yes

ADMINISTRATION/PERSONNEL

Motion to approve the following as recommended by the Superintendent:

Resignations/Retirements as follows:

Rescind the appointment of Rebecca Schad as a full-time Paraprofessional at the High School.

New staff as follows: (see page ___)

New full time Custodian position.

Gia Franceschini-Bullwinkle - Full-time Paraprofessional.

Shannon Sheridan - extension as Long Term Substitute Teacher

Extra Duty Appointments as follows:

McKinney-Vento November 2019 list. (see page ___)

High School November 2019 Extra Duty list. (see page ___)

Athletic November 2019 Extra Duty list. (see page ___)

Homebound Instruction November 2019 list. (see page ___)

Substitute List for the month of November 2019. (see page ___)

Volunteers for the month of November 2019 as follows:

Athletic Tier 2 volunteer list. (see page ___)

Motion made by: Floyd Pennal

Motion seconded by: Amy Wojciechowski

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Floyd Pennal – Yes

Shonta Thomas – Yes

Amy Wojciechowski – Yes

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

Resignations/Retirements as follows:

Resignation of Reginald Teemer as a Paraprofessional at the Middle School effective 11/8/2019.

New Staff as follows: (see page ___)

Jessa Adamo – Long Term Substitute Nurse

Lori Vilary – Grade 3 Teacher

Katherine Ragonese – Teacher of Students with Disabilities

Extra Duty Appointments for the month of November as follows

Mary Shoemaker School (see page ___)

Volunteers for the month of November as follows:

William Roper Volunteer List. (see page ___)

Mary Shoemaker Volunteer List. (see page ___)

Motion made by: Floyd Pennal

Motion seconded by: Maricia Chiarelli

Voting

Nelson Carney – Yes

Maricia Chiarelli – Abstained to the Mary Shoemaker Volunteer List only.

Eileen C. Miller – Yes

Floyd Pennal – Yes
Shonta Thomas – Yes
Amy Wojciechowski – Abstained to New Staff - Katherine Ragonese only.

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, 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 September 30, 2019, preliminary final Report of the Treasurer of School Funds for the 2019-2020 school year is in agreement with the September 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 September 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 October 2019, additional hand check payments for October 2019, and payment list for the month of November 2019.

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

Additional financial reports as follows:

- Student Activities and Athletics for the month of October 2019.
- Scholarships for the month of October 2019.
- Odyssey of the Mind for the month of October 2019.
- Cafeteria Report for the month of October 2019.
- Woodstown Community School for the month of October 2019.

Motion made by: Nelson Carney

Motion seconded by: Maricia Chiarelli

Voting

- Nelson Carney – Yes
- Maricia Chiarelli – Yes
- Eileen C. Miller – Yes
- Richard C. Morris, Jr., - Yes
- Floyd Pennal – Yes
- Shonta Thomas – Yes
- Amy Wojciechowski – Yes

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

Use of Facilities Requests for the month of November 2019. (see page ____)

Pool rental agreement with Rivers Edge Community Alliance in the amount of \$6,500.00 for the 2019-2020 school year.

Accept the following donations to benefit Odyssey of the Mind:

- Cunningham Group Inc. - \$100.00
- Alex Snitcher Electric - \$50.00
- Pioneer Pipe Contractors, Inc. - \$1,000.00

Resolution to approve withdrawal of funds from the Capital Reserve account to fund the replacement of the heating boiler circulating pumps, motors, and concrete pad at the Mary S. Shoemaker School in the amount of \$45,000.00, to be used in General Fund Capital Outlay Account (Fund 12). The District has a requirement to fund the local share of the replacement of the boiler circulating pump in Mary S. Shoemaker School in the amount of \$45,000.00 through a Capital Reserve withdrawal. The NJ State Department of Education requires Board action for withdrawals from the Capital Reserve account. There are available funds in the amount of \$45,000.00 for withdrawal from the Capital Reserve account. The District will not seek State funding for the above project. Be it resolved that the Long-Range Facilities Plan will be amended to incorporate the above project. Be it further resolved that the District's administration is directed to withdraw \$45,000.00 from the Capital Reserve account to make the money available for this expenditure.

Resolution to approve withdrawal of funds from the Maintenance Reserve account to fund the unit ventilator heating coil and control valve in Mary S. Shoemaker School in the amount of \$8,000.00, to be used in General Fund account (11-000-261-XXX-XX). The NJ State Department of Education requires Board action for withdrawals from the Maintenance Reserve account. There are available funds in the amount of \$8,000.00 for withdrawal from the Maintenance Reserve account. Be it resolved that the

District's administration is directed to withdraw \$8,000.00 from the Maintenance Reserve account to make the money available for this expenditure.

Motion made by: Nelson Carney

Motion seconded by: Maricia Chiarelli

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Floyd Pennal – Yes

Shonta Thomas – Yes

Amy Wojciechowski – Yes

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

Contract with Bayada to provide 1:1 nursing services to student NJSmart #8761533622, retroactively effective November 18, 2019 through the remainder of the 2019-2020 school year.

Contract with Pennsville Public School District for the attendance of student NJSmart #9332575532 from September 5, 2019 through October 2, 2019 at the prorated tuition amount of \$1,391.60.

Contract with Eat Play Learn LLC, (Molly Cervini) to provide speech language therapy services to student NJSmart #8611345492 for the 2019-2020 school year at \$89.00 per hour, 1 time per week and \$350 per speech-language/augmentative communication evaluation.

Addendum to transportation route SLC-1 for an additional 122 miles a day at \$1.00 per mile for 180 days for an additional increase per diem of \$122.00 for the 2019-2020 school year. (Note: This route is transporting students to and from the Creativity CoLaboratory Charter School in Elmer, NJ)

Motion made by: Nelson Carney

Motion seconded by: Maricia Chiarelli

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Floyd Pennal – Yes

Shonta Thomas – Yes

Amy Wojciechowski – Yes

POLICY - None

RECESS INTO EXECUTIVE SESSION II

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 a student matter. It is expected that the executive session will last approximately 20 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. 8:09 p.m.)

Motion made by: Maricia Chiarelli

Motion seconded by: Amy Wojciechowski

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Floyd Pennal – Yes

Shonta Thomas – Yes

Amy Wojciechowski – Yes

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 8:43 p.m.

Motion made by: Maricia Chiarelli

Motion seconded by: Nelson Carney

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Floyd Pennal – Yes

Shonta Thomas – Yes

Amy Wojciechowski – Yes

OLD BUSINESS – None.

NEW BUSINESS – The motion to accept the official election results will be presented at the December Meeting.

REPORTS

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

October cafeteria performance:

- October profit is \$6,500, bringing year-to-date profitability to \$2,800.
- There is positive momentum in meal counts, a-la-carte revenue, and student participation.
- NutriServe expected that the new “block lunch” schedule (needed due to the new WHS schedule) will reduce profitability. Compared to a year ago (October 2018 profit was \$10K); there is an increase in food cost and labor cost. Nevertheless, the District sees this as a positive change because students are participating and the menu choices are enticing.
- MSS oven has broken down beyond repair; District is in price quote stage to get oven replaced; the need to “run food” has also caused labor cost to temporarily increase.

Cafeteria updates to BOE:

- Food safety -- all ingredients come into the cafeteria "pre-cooked"; this is to prevent food poisoning; State requires food temperature documentation to be on file; there has been no documented food poisoning situation in our District.
- Food availability -- Cafeteria keeps a constant pulse to not run out of the main entree menu item; cafeteria does not keep a full inventory of optional menu items (e.g., hoagies) to minimize waste.
- Food temperature – William Roper and Mary Shoemaker Schools are excited about pizza days; pizza is delivered three (3) times a day to ensure warm pizza is served; new oven arrival will help with keeping food warm in general.
- Salad as a meal versus a side -- 2x a week, salad is served as a meal; the ingredients will differ when salad is a meal versus a side dish; in all cases, all food abides by recipes and standards per NutriServe and the State; Cafeteria Director keeps a close eye and approves all food that is served to ensure that the food abides by their standards.

Mrs. Grossman and Mrs. Chin invite all Board members to experience the cafeteria student dining experience us.

Administrators monthly reports for November 2019.

BOARD REPORTS

President -- Mrs. Miller reported on the following:

- Board members do not give up their right as parents; Board members (when interacting with school personnel as a parent), are advised to preface conversation as such.

Sending Districts

Upper Pittsgrove Township -- Mr. Michael Kinney was not in attendance.

Alloway Township -- Mr. Richard Morris reported on the following:

- American Education week at Alloway; Alloway will allocate the first week of December for Interim Superintendent interviews.

Liaison Reports

NJSBA Delegate Report – Mrs. Miller reported on the following:

- Attending Trenton meeting re: Consolidation (Senator Sweeney is expected to attend); Mrs. Miller is attending County meeting re: mental health/Social Emotional Learning.

SACC Report – No report.

AG Report – Dr. Stanton was not in attendance.

PTO Report – Mr. Zigo was not in attendance.

School Foundation Report – Mrs. Chiarelli reported on the following:

- Update on the Turkey Trot
- Read a statement from the Foundation discussing donation and topics funded, student volunteers, fundraising success from local businesses, social media push, Communications Academy students rallying for fundraising.

CARE Report – Mr. Pennal had nothing to report.

Marlton Recreational Field Report – Mr. Zigo was not in attendance.

Pilesgrave Township Report – Dr. Nielsen was not in attendance.

Woodstown Borough Report – Ms. Wojciechowski reported on tree-planting initiative.

AUDIENCE PARTICIPATION – Non-agenda Items.

Mrs. Angel Pennal commented on Mrs. Millers report concerning the Board Member/Parent topic.

IMPORTANT DATES

- December 5, 2019 – Work Session, 6:00 p.m., William Roper School MPR
- December 11, 2019 - Regular Board Meeting, 7:00 p.m., William Roper School MPR
- January 2, 2020 – Reorganization Meeting, 7:00 p.m., William Roper School MPR

ADJOURNMENT

Motion to adjourn this meeting at 9:09 p.m.

Motion made by: Amy Wojciechowski

November 21, 2019

Motion seconded by: Nelson Carney

Voting

Nelson Carney – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Floyd Pennal – Yes

Shonta Thomas – Yes

Amy Wojciechowski – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

Date

Signature SBA/BS