

## OFFICIAL MINUTES

of the **REGULAR MEETING** of the Greenwich Township Board of Education held **September 24, 2025** in the Nehaunsey Middle School library.

The meeting was called to order by President, Erin Herzberg at 6:32pm

### **Flag Salute**

### Roll Call:

<input checked="" type="checkbox"/> Mrs. Erin Herzberg, School Board President	<b>Chairperson: Policy</b> Gloucester County/State Board Association Representative Negotiations Strategic Planning
<input type="checkbox"/> Ms. Meghann Myers, School Board Vice-President (Absent)	<b>Chairperson: Building &amp; Grounds</b> Curriculum & Instruction
<input checked="" type="checkbox"/> Mr. Andrew Chapkowski	<b>Chairperson: Budget &amp; Finance</b> Building & Grounds Policy
<input checked="" type="checkbox"/> Mr. John Goetaski  Arrived at 6:40pm	<b>Chairperson: Strategic Planning</b> Budget & Finance Building & Grounds Curriculum & Instruction
<input checked="" type="checkbox"/> Mr. Michael Hasenpat	Building & Grounds Budget & Finance Strategic Planning
<input checked="" type="checkbox"/> Mrs. Roseanne Lombardo	<b>Chairperson: Curriculum &amp; Instruction</b> Policy Paulsboro Board of Education Representative
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio	<b>Chairperson: Negotiations</b> Gloucester County/State Board Association Alternate

Quorum YES

Also present was Chief School Administrator, Mr. Ryan Hudson and Mr. Scott A. Campbell, Business Administrator/Board Secretary.

As required under the guidelines of the Open Public Meeting Law, notice of this meeting was sent to the **Courier Post** and the **Township Clerk**. It was also posted in the Greenwich Township School Buildings. (Audiotaping Regulations - "The proceedings of this meeting were being audiotaped.")

President Erin Herzberg asked to have a motion made to approve all agenda items listed in the agenda under sections 1, 2, 3, 4, 5, 6, 7, 8 and 9, by universal consent. "If any board member wishes to discuss or vote separately on a specific item, please indicate that item now so it may be removed from the consent agenda and voted on individually"

Motion (Vernacchio/Lombaro) to approve universal consent.

Roll call vote:

Chapkowski- yes

Hasenpat- yes

Lombaro- yes

Vernacchio- yes

Herzberg - yes

## 1. MINUTES

A.

August 27, 2025 – Regular Meeting

August 27, 2025 – Executive Session Meeting

## 2. COMMITTEE REPORTS

A. Committee meetings were held on September 17, 2025 at the Nehaunsey Middle School

<b>Policy</b>	<b>5:30pm</b>
<b>Budget</b>	<b>6:00pm</b>
<b>Building and Grounds</b>	<b>6:30pm</b>
<b>Curriculum and Instruction</b>	<b>7:00pm</b>
<b>Strategic Planning</b>	<b>7:30pm</b>
<b>Negotiations</b>	<b>8:00pm</b>

1 The next committee meetings are set for October 15, 2025 at Nehaunsey Middle  
2 School.

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4 **3. REPORT OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

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6 A. Bills Lists

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8 Recommend that the bills as presented by the Business Administrator in the following  
9 amounts are ordered paid covering 8/21/2025 to 09/19/2025 totaling the amount of  
10 \$739,632.77 (Attachment)

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12 **4. ADMINISTRATIVE/PRINCIPALS REPORTS**

13 A.

14 1. Completed Investigation Reports as of 9/4/2025 - 9/24/2025: NONE

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16 **5. SUPERINTENDENT RECOMMENDATIONS**

17 A.

18 1. Recommend approval of Gianna Nigro as the 2nd Grade Class Advisor for the  
19 2025-2026 school year at the stipend amount of \$300.00 per the GTEA contract.

20

21 2. Recommend approval of Suzanne Pezzino as the 3rd Grade Class Advisor for the  
22 2025-2026 school year at the stipend amount of \$300.00 per the GTEA contract.

23

24 3. Recommend approval of Robin Vicino as the 5th Grade Class Advisor for the  
25 2025-2026 school year at the stipend amount of \$300.00 per the GTEA contract.

26

27 4. Recommend approval to hire Sydney Coleman, RN as a substitute school nurse for  
28 the 2025 - 2026 school year, at at rate of \$250.00 per day effective October 1, 2025 -  
29 June 30, 2026, pending receipt of all new hire documents including the Criminal History  
30 Review and Substitute Nursing Certification, in accordance GTSD policies and  
31 regulations.

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33 5. Recommend approval to rehire of Aiden Milligan as a substitute custodian,  
34 retroactively effective September 1, 2025 - June 30, 2026 at rate of \$18.00 per hour.

35



1 6. Recommend approval to hire Martha Rodriguez, PT Classroom Kindergarten Aide,  
2 BSS for the 2025 - 2026 school year, at a rate of \$22.00 per hour at a salary of  
3 \$22,022.00 prorated, effective October 1, 2025 - June 30, 2026, pending receipt of all  
4 new hire documents including the Criminal History Review, in accordance with the  
5 GTEA and GTSD policies and regulations.

6

7 7. Recommend approval of the 2025 - 2026 Medical Standing Orders. (Attachment)

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9 8. Recommend approval of the submission for the 2025 -2026 Use of Paraprofessionals  
10 Statement of Assurance to the County Office of Education. (Attachment)

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12 9. Recommend salary adjustment for Brianna Fowler, Teacher BSS, from BA to BA +  
13 30, Step C retroactive effective 9/1/2025, \$59,779.00, for the 2025 - 2026 school year;  
14 this would be in accordance with the GTEA agreement and the Greenwich Township  
15 Board of Education. (Attachment)

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17 10. Recommend approval of the submission for the 2025 - 2026 Statement of  
18 Assurance with the Health & Safety Evaluations Building Checklist for each building, to  
19 the County Office of Education. (Attachment)

20

21 11. Recommend approval for Sandi Nastase to be the mentor for new teacher Allison  
22 Sanders effective 9/8/2025 for the duration of 30 weeks per NJ Certification Provisional  
23 License requirements.

24

25 12. Recommend approval for salary adjustment for the following Part-Time Aides due to  
26 the MOA agreement approved at the August. 27th, 2025 Board Meeting effective  
27 retroactive September 1, 2025 - June 30,2026.

Employee	Annual Salary	Longevity	Total Salary
Linda DiPietro	\$31,031.00	\$546.00	\$31,577.00
Christine Franklin	\$31,031.00	\$546.00	\$31,577.00

Olivia Catando	\$22,022.00	---	\$22,022.00
Jordyn Court	\$22,022.00	---	\$22,022.00
Alison Grelli	\$22,022.00	---	\$22,022.00
Heather Hemphill	\$22,022.00	---	\$22,022.00
Caeden Morales	\$22,022.00	---	\$22,022.00
Zoe Reale	\$22,022.00	---	\$22,022.00
Coleen Rubena	\$22,022.00	---	\$22,022.00

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2 13. Recommend approval for any staff member participating in the CPR certification  
3 classes being held at after school hours on October 9 & October 20, 2025 receive their  
4 contracted hourly rate per the GTEA contract for a maximum of 2.5 hours. Maximum  
5 class space is 8 participants per session.

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## 8 **6. POLICY & REGULATION**

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10 A. Recommend approval of the first and second readings of the following Policies  
11 and/or Regulations: (Attached)

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Number	Type	Section	Title	1st Reading	2nd Reading
P2431.3	A	Program	<b>HEAT PARTICIPATION POLICY FOR STUDENT-ATHLETE SAFETY</b>	x	

P3152	R	Teaching Staff Members	WITHHOLDING AN INCREMENT	x	
P3216	R	Teaching Staff Members	DRESS AND GROOMING	x	
P3437	R	Teaching Staff Members	MILITARY LEAVE	x	
P4152	R	Support Staff	WITHHOLDING AN INCREMENT	x	
P0173	R	Bylaws	DUTIES OF PUBLIC SCHOOL ACCOUNTANT		x
P0174	M/R	Bylaws	LEGAL SERVICES		x
P0177	M/R	Bylaws	PROFESSIONAL SERVICES		x
P1570	M/R	Administration	INTERNAL CONTROLS		x
P1620	M/R	Administration	ADMINISTRATIVE EMPLOYMENT CONTRACTS		x
P6111	M/R	Finances	SPECIAL EDUCATION MEDICAID INITIATIVE (SEMI) PROGRAM		x
P6220	M/R	Finances	BUDGET PREPARATION		x
P0143	R	Bylaws	BOARD MEMBER ELECTION AND APPOINTMENT		x
P1636.01	N	Administration	NOTIFICATION OF PROMOTION, NEW JOB, AND TRANSFER OPPORTUNITIES		x
P2422	M/R	Programs	STATUTORY CURRICULAR REQUIREMENTS		x

P5117	R	Students	<b>INTERDISTRICT PUBLIC SCHOOL CHOICE</b>		x
P5339.01	M/N	Students	<b>STUDENT SUN PROTECTION</b>		x

1 (N=New/R=Revised/M= Mandatory)

2 A=Recommend to Abolish

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#### 4 7. CURRICULUM & INSTRUCTION

5 A. Recommend approval of the following Field Trips:

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Grade and/or Group	Destination	Date	Estimate Related Cost Including Transportation
NMS Drama Club	Broad Street School	4/22 - 4/30/26  5/1/2026	Bus needed 1 day 5/1 @ \$260.00
NMS Band	Broad Street School for Halloween Parade	10/31/2025	1 Bus approx. \$260.00

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8 B. Recommend approval for the following individual(s) to attend out-of-District  
9 workshop(s):

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Name/Position	Workshop, Location, Time	Date	Cost
Gerardo Batista	School IPM Coordinators Training, NJADP; Riverwinds Community Center, West Deptford, NJ 08086; 8am - 12:30pm	11/14/2025	\$0.00



Gerardo Batista	Indoor Air Quality- PEOSH/NJADP, Riverwinds Community Center, West Deptford, NJ 08086; 8am - 12:30pm	11/21/2025	\$0.00
Daniel Giorgianni	NJSLA Adaptive Training, Princeton Hyatt Regency, 12:30 - 3:30pm	9/23/2025	\$0.00
Alisa Whitcraft	NJSLA Adaptive Training, Princeton Hyatt Regency, 12:30 - 3:30pm	9/23/2025	Mileage TBD
Alisa Whitcraft	Gloucester County Curriculum Mtgs; Various Locations; 9:30 - 11:30am	9/25/25, 10/30/25, 12/18/2025, 3/26/2026, 5/21/2026	Mileage TBD
Colleen Moran	Gloucester County Consortium of School Psychologists; Gloucester County Library- Mullica Hill; 9:30am - 11:00am	10/2, 12/4/2025, 2/5, 3/26, 6/3/2026	\$0.00
Gerardo Batista	2025 NJSBA Workshop- Atlantic City Convention Center- 8am - 4pm	10/23/2025	Mileage & parking

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### **8. BUDGET & FINANCE**

#### **A.**

1. Recommend approval of Annual Toilet Room Facilities for Early Intervention, Pre-Kindergarten and Kindergarten Classrooms for 2025-2026. (Attached)
2. Recommend approval of the contract with the Larc Narcross School for student #16896467, effective September 1, 2025 - September 30, 2025, at a cost of \$5,803.12. Student will be moving out of district as of September 30, 2025. Per the Child Study Team, the parent will be responsible for providing transportation for the student during the period of attendance at the school.



3. Recommend approval of the contract between Gloucester County Special Services School District and Greenwich Township Board of Education, for GCSSSD to provide Chapter 226 Nonpublic Nursing Services for the 2025 - 2026 School year. (Attached)
4. Recommend retroactive approval of the Shared Services Agreement between Logan Township Board of Education and Greenwich Township Board of Education for Librarian Consultant services for the 2025-2026 school year in the amount of \$6,000.00. (Attached)

**9. Building and Grounds**

- A. Recommend approval of the following Use of Facilities Requests.

Group	Date of Use	Weekend Use	Time	Location
NJHS	Thurs. 10/23/2025	No	4:00pm - 7:00pm	NMS Interior Courtyard/Room 20
Gibbstown Softball	Tues. & Thursdays 1/12/26 thru 4/17/26	No	5:00pm - 9:00pm	BSS & NMS Gymnasiums
Theater & Drama Club	4/22/26 - 4/30/26 (3pm - 6pm)  5/1/26- (12:00pm - 9:00pm)	No	3:00pm - 6:00pm & 12:00pm - 9pm  (See Dates of Use)	BSS Auditorium
Gibbstown PTO	10/27/2025	No	5:00 - 9:00pm	BSS Classroom/Library
GTSD	10/9/2025 & 10/20/2025	No	3:00 - 6:30pm	NMS Media Center

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2 **10. OLD BUSINESS**

3 **A.**

4 Sue Vernacchio asked about the Preschool Grant update. Ryan Hudson stated that we  
5 should hear something in October. The application was submitted on time, we are just  
6 waiting to hear.

7 Andrew Chapkowski requested a formal motion to put it out to bid for before and after  
8 school care. We should start that process now.

9 Motion: (Vernacchio/Herzberg) to approve A

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11 Motion carried by unanimous voice vote.

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13 **11. NEW BUSINESS**

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15 None at this time

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17 **12. CORRESPONDENCE**

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19 None at this time

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21 **13. PUBLIC - AGENDA/NON-AGENDA ITEMS**

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23 This is the time when anyone from the public who wishes to speak to the Board  
24 may do so. Please state your name, address and phone number. The Board  
25 recognizes the value of public comment on educational issues and the  
26 importance of allowing members of the public to express themselves on school  
27 matters of community interest. The Board will follow Policy #0167 – Public  
28 Participation in Board Meetings, which allows members of the public three (3)  
29 minutes to address the Board.

30  
31 ***Jessica Maccarone, 619 Betty Rose Ave., Gibbstown-***  
32 *Asked if there were any plans about moving or relocating the Historical Society*  
33 *Room. Also they lost their center room. If we don't get the grant or if the rooms*  
34 *are still vacant, can they use the rooms in the interim and why did they lose gym?*  
35 *Hudson stated that each room will be equipped with centers for use in their daily*  
36 *activities based on the grant requirement. Maccarone is there anything that can*  
37 *be done about communicating when the board meetings are being*  
38 *held? Herzberg we will discuss this as a board to see if there are other ways to*  
39 *advertise the dates.*

40  
41 ***Dana Hasenpat- 149 Center Street, Gibbstown-*** *Gave a PTO update on what*  
42 *is going on and what is planned in the coming months.*

43

**Erica Cosgrove - 350 Tomlin Station Rd., Gibbstown-** If the pre school grant is approved, will they not have specials at all? Hudson stated that we will be under grant rules they really focus on play thru the classroom.

**14. EXECUTIVE SESSION**

Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.*, which provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution. The Board of Education for Greenwich Township, assembled in public session on **September 24, 2025** hereby resolves that an Executive Session closed to the public shall be held on **September 24, 2025** at **6:58 pm** in the Nehaunsey Middle School library, located at 415 Swedesboro Road, Gibbstown, New Jersey, for discussion of certain matters which relate to items authorized by *Open Public Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.

Motion: (Chapkowski/Herzberg) to enter into Executive Session at 6:58 pm to discuss the following:

<input type="checkbox"/>	Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically:
<input type="checkbox"/>	Matters in which the release of information would impair the right to receive government funds, and specifically:
<input type="checkbox"/>	Matters which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically:
<input type="checkbox"/>	Matters concerning negotiations, and specifically: Memorandum of Agreement with G.T.E.A.
<input checked="" type="checkbox"/>	Matters involving the purchase of real property and/or the investment of public funds, and specifically: review and potential approval of the playground at Broad Street School
<input type="checkbox"/>	Matters involving the real tactics and techniques utilized in protecting the safety and property of the public; and specifically:
<input type="checkbox"/>	Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: Ongoing Litigation
<input type="checkbox"/>	Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee, and specifically:
<input type="checkbox"/>	Matters involving quasi-judicial deliberations, and specifically:

It is anticipated that such matters may be disclosed to the public upon the determination of the Board that the applicable exception no longer applies and the public interest will no longer be served by such confidentiality.



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Motion: (Chapkowski/Goetaski) to adjourn the Executive Session and return to the Regular meeting at 7:10 pm

Motion carried by unanimous voice vote.

**15. New Business**

**Resolution No. [2025-09-24]**

**Approval of the 2024 NJDCA Grant Project for the Broad Street Elementary School Playground Improvement Plan**

WHEREAS, the Greenwich Township Board of Education recognizes the need to improve the facilities and equipment at Broad Street Elementary School to provide a safe, accessible, and enhanced play environment for its students; and

WHEREAS, the Board has reviewed and supports the proposed Playground Improvements Plan for Broad Street Elementary School, which includes upgrades and enhancements to playground structures, surfacing, and related site improvements; and

WHEREAS, the total estimated cost of the project is \$266,490.00; and

WHEREAS, the project will be funded, in part, through a 2024 grant award from the New Jersey Department of Community Affairs (NJDCA) in the amount of \$71,000.00, along with any additional funds as may be required; and

WHEREAS, the Board desires to formally approve the project and authorize the necessary actions to move forward with the implementation, including the public bidding process and awarding of contracts, in compliance with New Jersey Public School Contracts Law (N.J.S.A 18A:18A-1 et seq.);

NOW, THEREFORE, BE IT RESOLVED, that the Greenwich Township Board of Education hereby approves the 2024 NJDCA Grant Project for the Broad Street Elementary School Improvements Plan at an estimated cost of \$266,490.00; and

BE IT FURTHER RESOLVED, that the School Business Administrator/Board Secretary, in consultation with the Colliers Engineering and other appropriate district officials, is authorized to prepare and advertise the bid specifications for the project and to conduct the bidding process in accordance with all applicable laws and regulations; and



1 BE IT FURTHER RESOLVED, that upon receipt and review of bids, the Board  
2 authorizes awarding of contracts to the lowest responsible bidder(s), subject to legal  
3 review and grant compliance requirements; and  
4

5 BE IT FURTHER RESOLVED, that the Superintendent, School Business  
6 Administrator/Board Secretary, and other designated district officials are authorized to  
7 execute all necessary documents related to the grant submission, project management,  
8 and construction to ensure the timely and successful completion of the project.  
9

10 Motion: (Hasenpat/Goetaski) to approve the resolution.  
11

12 Roll Call:

13 Chapkowski- Yes

14 Hasenpat- Yes

15 Goetaski- Yes

16 Lombardo- Yes

17 Vernacchio- Yes

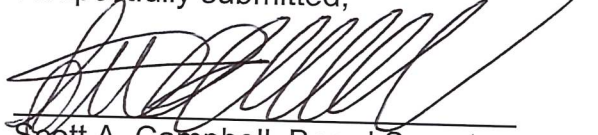
18 Herzberg- Yes  
19

20 **16. ADJOURNMENT**  
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22 Motion: (Chapkowski/Lombardo) to adjourn the meeting at 7:14pm  
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24 Motion carried by unanimous voice vote.  
25

26 Respectfully submitted,  
27

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29  
30 Scott A. Campbell, Board Secretary  
31

32 *Next Board of Education Regular Meeting is scheduled for October 22, 2025 at 6:30*  
33 *pm. but possibly changing due to a conflict with the School Board Conference.*

