

OFFICIAL MINUTES

of the **REORGANIZATION/REGULAR MEETING** of the Greenwich Township Board of Education held **Tuesday, January 2, 2024** in the Nehaunsey Middle School library.

The meeting was called to order by Mr. Scott Campbell, School Business Administrator/Board Secretary at 6:31 p.m.

FLAG SALUTE

Roll Call of Existing Board of Education Members:

<input checked="" type="checkbox"/> Mr. Andrew Chapkowski	
<input checked="" type="checkbox"/> Mr. John Goetaski	
<input checked="" type="checkbox"/> Mrs. Erin Herzberg	
<input type="checkbox"/> Mrs. Roseanne Lombardo	Attending Paulsboro Board of Education Reorganization meeting as our representative
<input checked="" type="checkbox"/> Ms. Meghann Myers	
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio	

Quorum YES

1. OATH OF OFFICE OF NEWLY RE-ELECTED MEMBERS

A. The Oath of Office was administered by Mr. Scott Campbell, Business Administrator, to the newly re-elected Board Member:

Mrs. Erin Herzberg

Roll Call of the Board Members 2024:

<input checked="" type="checkbox"/> Mr. Andrew Chapkowski	
<input checked="" type="checkbox"/> Mr. John Goetaski	
<input checked="" type="checkbox"/> Mrs. Erin Herzberg	
<input type="checkbox"/> Mrs. Roseanne Lombardo	Absent (see above)
<input checked="" type="checkbox"/> Mrs. Meghann Myers	
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio	

Quorum Yes

Also present was Dr. Jennifer Foley, Chief School Administrator.

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 -

1 "The proceedings of this meeting are being audiotaped and anyone wishing to
2 discuss an individual child should so note."
3

4 **2. TEMPORARY CHAIR**

5
6 Motion: (Chapkowski/Vernacchio) to approve the following:
7

- 8 A. The approval to appoint **Scott A. Campbell**, Business
9 Administrator/Board Secretary, as temporary chair to conduct the election
10 prior to nomination of officers.
11

12 Motion carried by unanimous voice vote.
13

14 **3. NOMINATIONS FOR PRESIDENT FOR THE 2024 CALENDAR YEAR**

15
16 Scott Campbell opened the nominations for President.
17

- 18 A. Susan Vernacchio nominated Erin Herzberg for position of
19 President for 2024.
20
21 B. Andrew Chapkowski seconded that motion.
22

23 No other nominations.
24

25 No opposition to closing nominations.
26

27 Motion: (Vernacchio/Chapkowski) to approve Erin Herzberg for position of
28 President for the 2024 Calendar Year.
29

30 Motion carried by unanimous roll call vote.
31

32 President Erin Herzberg takes the chair for 2024.
33

34 **4. NOMINATIONS FOR VICE-PRESIDENT FOR THE 2024 CALENDAR YEAR**

35
36 Scott Campbell opened the nominations for Vice-President.
37

- 38 A. Susan Vernacchio nominated Andrew Chapkowski for position of Vice-
39 President for 2024.
40
41 B. Erin Herzberg seconded that motion.
42

43 No other nominations.
44

45 No opposition to closing nominations.

1 Motion: (Vernacchio/Herzberg) to approve Andrew Chapkowski for position
2 of Vice-President for the 2024 Calendar Year.
3

4 Motion carried by unanimous roll call vote.
5

6 **5. SCHOOL ETHICS ACT AND CODE OF ETHICS**
7

8 *School Ethics Act and Code of Ethics* for School Board Members pursuant
9 to *N.J.S.A. 18A:12-21, et seq.*, was presented by Mr. Scott A. Campbell, School
10 Business Administrator/Board Secretary. PowerPoint presentation was provided
11 to the Board of Education Members prior to the meeting which detailed School
12 Ethics Code for Board of Education members. No Board of Education members
13 asked questions and it is fully understood what was presented to them.
14

15 Motion: (Chapkowski/Goetaski) to approve the following:
16

17 A. The Board of Education Members had the required Board of Ethics
18 Training session as required under *N.J.A.C. 6:3-1.3* and *N.J.A.C. 6A:30*.
19

20 **RESOLVED**, that the New Jersey School Boards Association
21 "Code of Ethics" shall be considered the official Code of Ethics of the Greenwich
22 Township Board of Education:
23

24 **CODE OF ETHICS**
25

- 26 1. I will uphold and enforce all laws, state board rules and regulations
27 and court orders pertaining to schools. Desired changes should be
28 brought about only through legal and ethical procedures.
29
- 30 2. I will make decisions in terms of the educational welfare of children
31 and will seek to develop and maintain public schools which meet
32 the individual needs of all children regardless of their ability, race,
33 creed, sex or social standing.
34
- 35 3. I will confine my Board action to policy-making, planning and
36 appraisal and I will help to frame policies and plans only after the
37 Board has consulted those who will be affected by them.
38
- 39 4. I will carry out my responsibility, not to administer the schools, but,
40 together with my fellow Board members, to see that they are well
41 run.
42
- 43 5. I will recognize that authority rests with the Board of Education and
44 will make no personal promises nor take any private action which
45 may compromise the Board.

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6. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the Chief School Administrative Officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the Chief School Administrative Officer and will act on such complaints at public meetings only after failure of an administrative solution.

Motion carried by unanimous voice vote.

Motion: (Herzberg/Chapkowski) to approve the following as one, B & C:

B. Open Public Meetings Act – Establish Meeting Dates, Time and Place

RESOLVED that the Greenwich Township Board of Education, pursuant to *Chapter 231, PAL. (Open Public Meetings Act)* does hereby proclaim the public meetings of the Board of Education will be held in the Nehaunsey Middle School, 415 Swedesboro Road, Gibbstown, NJ 08027, at 6:30 p.m., as set forth below unless indicated otherwise:

DATE	DAY	TIME	PLACE	PURPOSE
January 2, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Reorganization/Regular Meeting
February 13, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
March 19, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting & Approval to Submit the Budget to the County Office
April 23, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting/Public Hearing on the Budget
May 14, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
June 18, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
July, 2024	No	Meeting		

August 13, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
September 10, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
October 8, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
November 12, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
December 10, 2024	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting

During Regular Meetings, the Board may enter into an Executive Session and action may be taken. All Regular/Special Meetings and any changes in meeting times and/or dates will be advertised in advanced notice of the meeting dates. The March and April meetings are tentatively scheduled while we await the 2024-2025 budget calendar from the New Jersey Department of Education. The Board will not meet during the month of July 2024.

Unforeseen circumstances may force the rescheduling of these meetings. In such cases, notices will be given as provided in the Open Public Meetings Act.

BE IT FURTHER RESOLVED, that the purpose of the Regular Meetings shall be the normal conduct of business of the Board of Education and any other items brought to the Board's attention by the Board Members, Board Attorney, Superintendent and Business Administrator/Board Secretary.

BE IT FURTHER RESOLVED, that the Board of Education does hereby designate the Courier Post as the official newspaper to receive notices of meetings; and

BE IT FURTHER RESOLVED, that notices of meetings of the Board of Education will be posted in the Board of Education Administration Office and posted on the District website.

BE IT FURTHER RESOLVED, that the Board of Education reserves the right to adjourn or recess meeting at any time to discuss such matters that may be considered in closed session. However, the Board will first adopt a resolution stating the general nature of the subject to be discussed, and as precisely as possible, the time and circumstances under which disclosure to the public will be made; and

BE IT FURTHER RESOLVED that, in order to conduct its meetings properly and efficiently, the Board shall require the following procedures pertaining to public participation at Board meetings:

- Any individual desiring to speak shall give his or her name, address and the group, if any, that is represented.
- The presentation shall be as brief as possible but no more than three (3) minutes per individual.
- The Board vests in its President, or other presiding officer, authority to terminate the remarks of any individual if he/she deems it in the best interest of those present to do so.

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1 C. Recommend the Board approve the following item:

- 2
3 1. To adopt Roberts Rules of Order as the official parliamentary
4 procedure manual to be used to conduct meetings and appoint the
5 Board Secretary and Board Attorney to act as the parliamentarians
6 for the remainder of the 2023-2024 school year and the 2024-2025
7 school year.

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9 Motion carried by unanimous voice vote.

10
11 Motion: (Chapkowski/Goetaski) to approve the following:

12
13 D. Recommend the Board approve the following item:

14
15 **WHEREAS**, the *School Ethics Act, N.J.S.A. 18A: 12-21 et-seq.* was
16 enacted by the New Jersey State Legislature to ensure and preserve public
17 confidence in school board members and school administrators and to provide
18 specific ethical standards to guide their conduct; and

19
20 **WHEREAS**, questions have arisen regarding how a Board should
21 invoke the Doctrine of Necessity when a quorum of a Board of Education has
22 conflicts of interest on a matter required to be voted upon; and

23
24 **WHEREAS**, the School Ethics Commission has provided some
25 guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is
26 a need to repeat and clarify its opinion; and

27
28 **WHEREAS**, the opinion set forth that, when it is necessary for a
29 Board to invoke the Doctrine of Necessity, the Board should state publicly that it
30 is doing so, the reason that such action is necessary and the specific nature of
31 the conflicts of interest; and

32
33 **WHEREAS**, the opinion further provided that if the Board must
34 invoke the Doctrine of Necessity not just to vote, but also to form a negotiations
35 committee because it is without even three members to serve as a committee,
36 then the Board must determine whether to act as a committee of the whole or to
37 choose a smaller negotiations committee from among its members after stating
38 publicly its reason for doing so as set forth above; and

39
40 **WHEREAS**, in keeping with the Legislative purpose as set forth in
41 *N.J.S.A. 18A:12-22(a)* the School Ethics Commission views public disclosure of
42 conflicts of interest to be paramount when it is necessary to invoke the Doctrine
43 of Necessity.

1 **NOW, THEREFORE, BE IT RESOLVED** that the School Ethics
2 Commission hereby requires Boards of Education and Charter School Boards of
3 Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting
4 forth that they are invoking the Doctrine, the reason for doing so and the specific
5 nature of the conflicts of interest; and
6

7 **BE IT FURTHER RESOLVED**, that Boards of Education and
8 Charter School Boards of Trustees that invoke the Doctrine are directed to read
9 the resolution at a regularly scheduled public meeting, post it where it posts
10 public notices for 30 days and provide the Commission with a copy.
11

12 **BE IT FURTHER RESOLVED**, that the Commission shall distribute
13 this Resolution to the County Superintendents for distribution to the school
14 districts and charter schools, the New Jersey School Boards Association, the
15 New Jersey Principals and Supervisors Association, the New Jersey Association
16 of School Administrators, the New Jersey Association of School Business
17 Officials and the New Jersey Education Association.
18

19 Motion carried by unanimous voice vote.
20

21 **6. APPOINTMENTS**
22

23 Motion: (Myers/Herzberg) to approve the following as one, A-C:
24

25 A. **Tax Shelter Annuities**
26

- 27 1. The approval to extend the following tax shelter annuity companies
28 until December 31, 2024:
29

30 AXA/The Equitable
31 Lincoln Investment Planning
32 Lincoln Investment/Thomas Sealy
33

34 B. **Substitute Nurse Rate**
35

- 36 1. The approval of the rate for Substitute Nurses until June 30, 2024
37 of \$250.00 per day.
38

39 C. **Substitute Support Staff Rates**
40

- 41 1. The approval of the hourly rates for Substitute Support Staff until
42 June 30, 2024:
43

44 Substitute Custodians \$15.25 hourly rate
45 Substitute Cafeteria/Lunchroom Aides \$15.25 hourly rate

1 Substitute Non-Instructional Aides \$15.25 hourly rate
2 Substitute Secretary \$20.00 hourly rate
3

4 Motion carried by unanimous voice vote.
5

6 **7. RESOLUTION**
7

8 Motion: (Chapkowski/Goetaski) to approve the following:
9

10 A. Travel and Related Expense Reimbursement Resolution
11

- 12 1. The approval of the Travel and Related Expense Reimbursement
13 resolution through December 31, 2024:
14

15 **WHEREAS**, the Greenwich Township Board of Education
16 recognizes school staff and Board members will incur travel expenses related to
17 and within the scope of their current responsibilities and for travel that promotes
18 the delivery of instruction or furthers the efficient operation of the school district;
19 and
20

21 **WHEREAS**, *N.J.A.C. 6A-23B-1.1 et seq.* requires Board members
22 to receive prior approval of these expenses by a majority of the full voting
23 membership of the Board and staff members to receive prior approval of these
24 expenses by the Superintendent of Schools and a majority of the full voting
25 membership of the Board; and
26

27 **WHEREAS**, the Board of Education may establish, for regular
28 district business travel only as described in *NJOMB Circular Letter 06-02*,
29 including amendments or revisions thereto, a threshold amount below which
30 Board approval is not required; and
31

32 **WHEREAS**, the Board of Education establishes, for regular district
33 business travel only, an annual school year threshold of \$1,000.00 per
34 staff/Board members where prior Board approval shall not be required unless this
35 annual threshold for a staff/Board member is exceeded in a given school year
36 (July 1 through June 30); and
37

38 **WHEREAS**, travel and related expenses not in compliance with
39 *N.J.A.C. 6A-23B-1.1 et seq.*, but deemed by the Board of Education to be
40 necessary and unavoidable are excluded from the requirements of *N.J.A.C. 6A-*
41 *23B-1.1 et seq.*; and
42

43 **THEREFORE, BE IT RESOLVED**, the Board of Education
44 approves all travel not in compliance with *N.J.A.C. 6A-23B-1.1 et seq.* as being

1 necessary and unavoidable as per noted on the attached Board of Education
2 Approval of Travel and Related Expenses Reimbursement Form; and
3

4 **BE IT FURTHER RESOLVED**, the Board of Education approves
5 the Travel and Related Expense Reimbursements as listed on the attached
6 Board of Education Approval of Travel and Related Expense Reimbursement
7 Form.
8

9 Motion carried by unanimous voice vote.

10
11 Motion: (Chapkowski/Herzberg) to approve the following:
12

13 B. Payment of Bills Between Board Meetings
14

15 **WHEREAS**, the Greenwich Township Board of Education finds it
16 necessary to pay certain bills (tuition, utilities, health benefits, insurance,
17 cafeteria and payroll) in between regularly scheduled board meetings; and
18

19 **WHEREAS**, the Greenwich Township Board of Education does not
20 schedule meetings during the month of July; and
21

22 **WHEREAS**, performance of business functions of the district must
23 continue on a scheduled basis; and
24

25 **NOW, THEREFORE, BE IT RESOLVED**, the Superintendent and
26 Business Administrator/Board Secretary will continue to conduct regularly
27 scheduled monthly business in between regularly scheduled meetings and during
28 the month of July prior to Board of Education approval.
29

30 Motion carried by unanimous voice vote.

31
32 Motion: (Goetaski/Vernacchio) to approve the following:
33

34 C. Designation Bank Depositories
35

36 **BE IT RESOLVED**, that Ocean First Bank be designated as the
37 official depository for all school money, including the following accounts, with the
38 number of signatures required and the person(s) authorized to sign checks or
39 vouchers until December 31, 2024, as indicated:
40
41
42
43
44

Account Title	Signatures Required	Persons Designated to Sign Checks
Current	3	Erin Herzberg, President Scott A. Campbell Dr. Jennifer Foley Charles Owens
Agency	1	Scott A. Campbell
Payroll	1	Scott A. Campbell
Student Activity Fund	2	Scott A. Campbell Dr. Jennifer Foley Charles Owens

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BE IT ALSO RESOLVED, that the Vice-President, Andrew Chapkowski, to be also authorized and empowered to act at all times in the absence of the President, and the signatures and acts of the said Vice-President, Andrew Chapkowski, be as legal and binding as those of the President; and a copy of this Resolution to be sent to Ocean First Bank.

Motion carried by unanimous voice vote.

Motion: (Chapkowski/Goetaski) to approve the following:

D. Line Item Transfer Approval

WHEREAS, during the course of doing business between Board Meetings, purchase orders are issued that cause line items to be in deficit; and

WHEREAS, *N.J.S.A. 18A:22-8.1* stipulates that the Board shall approve such transfers before the purchase orders are issued; and

WHEREAS, *N.J.S.A. 18A:22-8.1* recognizes the Board meets once a month and business must be conducted, allows for the Chief School Administrator to approve such transfers to keep line items from being in deficit and the report of such transfers be given to the Board at the next subsequent Board meeting for ratification; and

THEREFORE, BE IT RESOLVED, by the Greenwich Township Board of Education, Gloucester County, does hereby authorize the Chief School Administrator to authorize line item transfers between regular Board meetings to keep them from going into deficit.

Motion carried by unanimous voice vote.

1 Motion: (Chapkowski/Vernacchio) to approve the following:
2

3 E. Authority to Invest Funds
4

- 5 1. The approval to authorize Scott A. Campbell, Business
6 Administrator/Board Secretary, to invest funds until December 31,
7 2024.
8

9 Motion carried by unanimous voice vote.

10
11 Motion: (Chapkowski/Vernacchio) to approve the following:
12

13 F. Petty Cash
14

- 15 1. The approval to establish a Petty Cash Fund until June 30, 2024, in
16 the amount of \$300.00, which will be shared between the
17 Superintendent's Office and the Business Office.
18

19 Motion carried by unanimous voice vote.
20

21 G. Delegates
22

23 **This item is tabled until the February 2024 meeting. **
24

25 Motion: (Chapkowski/Vernacchio) to approve the following:
26

27 H. Board Representative
28

- 29 1. The approval to appoint Roseanne Lombardo as the Paulsboro
30 Board of Education Representative from the Greenwich Township
31 School District until December 31, 2024.
32

33 Motion carried by unanimous voice vote.
34

35 Motion: (Chapkowski/Vernacchio) to approve the following:
36

37 I. Working Papers
38

- 39 1. The approval to designate Dr. Jennifer Foley, Principal/Chief
40 School Administrator, and Jennifer Ellick, Principal's Secretary, as
41 issuing officers of working papers until December 31, 2024.
42

43 Motion carried by unanimous voice vote.
44
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1 Motion: (Chapkowski/Goetaski) to approve the following:
2

3 J. Committees
4

5 1. The approval of the following committees until December 31, 2024:
6

- 7 Budget & Finance
- 8 Buildings & Grounds
- 9 Curriculum
- 10 Negotiations
- 11 Policy & Regulations

12
13 All of the above committees will share the responsibilities of Personnel
14 and Public Relations. The Curriculum Committee will also include
15 Technology.
16

17 Motion carried by unanimous voice vote.
18

19 Motion: (Chapkowski/Vernacchio) to approve the following:
20

21 K. Newspaper
22

23 1. The approval to authorize the Courier Post to be adopted as the
24 official newspaper to be used for the advertisement of meetings
25 and legal ads and all other necessary public notifications for the
26 2024-2025 school year.
27

28 Motion carried by unanimous voice vote.
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30 *****

31 **REGULAR MEETING**
32

33 **8. MINUTES**
34

35 Motion: (Chapkowski/Myers) to approve the following minutes:
36

- 37 December 12, 2023 – Regular Meeting
- 38 December 12, 2023 – Executive Session

39
40 Motion carried by unanimous voice vote.
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1 **9. ADMINISTRATIVE/PRINCIPAL REPORTS**

2
3 Motion: (Chapkowski/Herzberg) to approve the following as one, A & B:

4
5 A. **School Health Services Monthly Reports**

- 6
7 1. The approval of the School Health Services Report as of December
8 22, 2023 for the Broad Street School. (Attachment)
9
10 2. The approval of the School Health Services Report as of December
11 22, 2023 for the Nehaunsey Middle School.
12
13

14 B. **Monthly Attendance, Enrollment, Drills & Monthly Overview**

15

MONTHLY ATTENDANCE – DECEMBER 2023	
Broad Street School	93.6%
Nehaunsey Middle School	93.0%

16

Broad Street School Enrollment – December 2023	
Grade PreK	Total: 52
Grade K	Total: 41
Grade 1	Total: 40
Grade 2	Total: 41
Grade 3	Total: 33
Grade 4	Total: 39
Grade 5	Total: 48
Total Enrollment: 294	

17

Nehaunsey Middle School Enrollment – December 2023	
Grade 6	Total: 43
Grade 7	Total: 46
Grade 8	Total: 47
Total Enrollment: 136	

18

High School Enrollment – December 2023	
Paulsboro High School	Total: 85
GCIT	Total: 98

Drills – December 2023

Date	Time/Location	Duration	Action/Drill	Weather Conditions
12/7/23	2:15 p.m./BSS	2 minutes	Routine Fire Drill	Light Rain
12/8/23	10:22 a.m./NMS	2 minutes	Routine Fire Drill	Sunny, Cold
12/18/23	2:00 p.m./BSS	2 minutes	Active Shooter Drill	Cloudy
12/19/23	1:20 p.m./NMS	4 minutes	Active Shooter Drill	Cold

*BSS/Broad Street School *NMS/Nehaunsey Middle School

1

Monthly Event Overview – December 2023

Date	Event	Building
12/11/23-12/13/23	PTO Holiday Shop	BSS
12/14/23	Holiday Concert – Students	BSS
12/14/23	Winter Fest	NMS
12/15/23	Holiday Concert	Both
12/18/23-12/22/23	Spirit Week	Both
12/19/23	Progress Reports	Both
12/22/23	Student/Staff Volleyball Games	NMS
On-going	NMS Clubs: Book Club, Fun & Games Club, Jazz Band, Italian Club, PEP Club	NMS

2

Motion carried by unanimous voice vote.

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4

Motion: (Chapkowski/Vernacchio) to approve the following:

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6

C. Student Discipline, Violence/Vandalism, HIB as of December 21, 2023:

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Infraction/Referrals/Reports	Number of Incidents this Month		2023-2024 Total-To-Date	
	BSS	NMS	BSS	NMS
Detention After School	0	0	0	0
Harassment, Intimidation or Bullying	0	0	1	4
Lunch Detention	8	0	29	17
Out-of-School Suspension (OSS)	1	0	5	2
Restricted Study	0	2	8	11
Violence, Vandalism, Substance Abuse	0	0	0	2

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1 Motion carried by unanimous voice vote.
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3 **10. SUPERINTENDENT'S RECOMMENATIONS**
4

5 Motion: (Goetaski/Chapkowski) to approve the following as one, A & B:
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7 A. The approval of Michelle Neigut as Advisor to the Maker's Club for the
8 2023-2024 school year, at a stipend of \$750.00.
9

10 B. The approval of the following teachers as a tutor for the 2023-2024 school
11 year, at a stipend of \$35.00 per hour:
12

13 Crystal Fried Kimberly Orsini
14

15 Motion carried by unanimous roll call vote.
16

17 **11. POLICY/REGULATIONS**
18

19 Motion: (Chapkowski/Vernacchio) to approve the following Policies and/or
20 Regulations on second reading:
21

Number	Type	Section	Title	1 st Reading	2 nd Reading
P2270	R	Program	Religion in the Schools		X
P3161	R	Teaching Staff Members	Examination for Cause		X
P & R 3212	M/R	Teaching Staff Members	Attendance		X
P3324	R	Teaching Staff Members	Right of Privacy		X
P4161	R	Support Staff	Examination for Cause		X
P & R 4212	M/R	Support Staff	Attendance		X
P4324	R	Support Staff	Right of Privacy		X
P & R 5111	M/R	Students	Eligibility of Resident/Non-resident Students		X
P & R 5116	R	Students	Education of Homeless Children and Youths		X
P8500	M/R	Operations	Food Services		X

22 Motion carried by unanimous voice vote.
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1 **12. CURRICULUM & INSTRUCTION**

2 Motion: (Goetaski/Herzberg) to approve the following:

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4
5 A. The approval for the following individuals to attend out-of-district
6 workshops:

Name/Position	Workshop, Location, Time	Date	Cost
Lauren Ernst, Middle School Teacher	Social Emotional Character Development NJ State Bar Foundation Virtual 9:00 a.m. – 12:00 p.m.	2/12/24	\$0.00 Plus Substitute
Anthony Camacho, Broad Street School Teacher	Best, Cutting-Edge Strategies for Fifth Grade Bureau of Education/Research (BER) Online 9:00 a.m. – 3:30 p.m.	1/11/24	\$279.00 Plus Substitute
Anthony Camacho, Broad Street School Teacher	Increase Students Mindfulness Bureau of Education/Research (BER) Online 9:00 a.m. – 3:30 p.m.	1/25/24	\$279.00 Plus Substitute
Anthony Camacho, Broad Street School Teacher	101 Most Powerful Strategies Bureau of Education/Research (BER) Online 9:00 a.m. – 3:30 p.m.	3/11/24	\$279.00 Plus Substitute

8
9 **Meghann Myers** noticed one staff member attending three (3) different
10 workshops. Is this a requirement for a new staff member? **Dr. Jennifer Foley**
11 said it is not a requirement but we are trying to make sure we have a strong
12 platform. He is a novice teacher replacing a novice teacher in 5th grade and we
13 wanted to make sure we provide a lot of support.

14
15 Motion carried by unanimous voice vote.

16
17 **13. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR**

18
19 Motion: (Chapkowski/Myers) to approve the following as one, A-G:

20
21 A. Bills List

22
23 1. The bills as presented by the Business Administrator in the
24 following amounts are ordered paid. (Attachment)

Number	Amount
#40-2024	\$19,117.10
#41-2024	\$1,846.31
#42-2024	\$21,415.72
#43-2024	\$119,822.90
Payroll #151-2024	\$261,061.29
Payroll #152-2024	\$291,112.89
Total: \$714,376.21	

1
2 B. Student Activities Account
3

- 4 1. The approval of the Student Activities Account Monthly Bank
5 Reconciliation for the months of **September 2023, October 2023**
6 and **November 2023**. (Attachment)
7

8 C. Board Secretary's Report
9

- 10 1. The acceptance of the Board Secretary's Report for the months of
11 **September 2023** and **October 2023**. The Board Secretary
12 certifies that no line-item account has been over expended in
13 violation of *N.J.A.C. 6A:23A-16.10(c)3* and that sufficient funds are
14 available to meet the district's financial obligations for the
15 remainder of the fiscal year. (Attachment)
16

17 D. Treasurer's Report
18

- 19 1. The approval of the Treasurer's Report in accordance with *18A:17-*
20 *36* and *18A:17-9* for the months of **September 2023** and **October**
21 **2023**. The Treasurer's Report and the Secretary's Report are in
22 agreement for the months of **September 2023** and **October 2023**.
23 (Attachment)
24

25 E. Revenue Certification
26

- 27 1. The Board Secretary in accordance with *N.J.A.C. 6A:23A-16.10(c)2*
28 certifies that there are no changes in the anticipated revenue
29 amounts or revenue sources.
30

31 F. Board of Education Certification
32

- 33 1. The approval of the Board of Education certification for the months
34 of **September 2023** and **October 2023**, that after review of the
35 Secretary's monthly financial reports and upon consultation with the

1 appropriate district officials, that to the best of its knowledge no
2 major accounts or funds have been over expended in violation of
3 *N.J.A.C. 6A:23A-16.10(c)4* and that sufficient funds are available to
4 meet the districts financial obligations for the remainder of the year.
5

6 **G. Transfer List**
7

- 8 1. The ratification of transfers, authorized by the Superintendent, for
9 the months of **September 2023** and **October 2023**, to give
10 balances to new accounts and to balance existing accounts.
11 (Attachment)
12
- 13 2. The approval to submit the monthly transfer worksheets for
14 **October 2023** to the Executive County Superintendent of Schools.
15 (Attachment)
16

17 Motion carried by unanimous voice vote.
18

19 **14. OLD BUSINESS**
20

21 No Old Business at this time.
22

23 **15. NEW BUSINESS**
24

25 No New Business at this time.
26

27 **16. PUBLIC - AGENDA/NON-AGENDA ITEMS**
28

29 This is the time when anyone from the public who wishes to speak to the Board
30 may do so. Please state your name, address and phone number. The Board of
31 Education recognizes the value of public comment on educational issues and the
32 importance of allowing members of the public to express themselves on school
33 matters of community interest. The Board will follow Policy #0167 – Public
34 Participation in Board Meetings, which allows members of the public three (3)
35 minutes to address the Board.
36

37 *Jessica Folker DelTufo, 907 Mullen Avenue, Gibbstown, NJ said she is happy*
38 *that we are helping out our newly hired staff member especially since he is going*
39 *to be the head teacher with all new teachers but is also upset because she was*
40 *under the assumption that we are going to keep at least one of the same*
41 *teachers for the 5th grade. But now all the teachers in 5th grade are new. She*
42 *said her daughter is upset because there are behavior issues in her class and*
43 *she thinks it's going to get worse especially since these new teachers don't have*
44 *the same relationship with the students and will not be able to calm them down*
45 *like the other teachers did. She said her daughter doesn't look forward to coming*

1 to school because they don't have recess a lot anymore and she understands
2 inclement weather but today was nice and they should have gone outside for
3 recess. The student-staff basketball game has been taken away and all of her
4 teachers are being taken away. **Dr. Jennifer Foley** said their plan was to have
5 as much consistency as possible and the teacher that was hired, **Mr. Camacho**,
6 was actually hired for the middle school but the need was greater at Broad
7 Street. So he has been co-teaching with the exiting teacher so that there will be
8 a foundation and the math teacher (who will also be picking up one section of
9 science) started today so that he will be with the children and the existing teacher
10 for a month. The only teacher we couldn't do that with is the ELA teacher
11 because she is still under contract with another school district. It is not ideal but
12 the alternative is that it just isn't the 5th grade that is being impacted; 6th, 7th and
13 8th grade were impacted as well. **Mrs. DeITufo** feels that Nehaunsey School is
14 getting all of the Broad Street resources. **Dr. Foley** said it may seem like she is
15 "stealing" all the teachers from Broad Street and sending them to Nehaunsey but
16 all three of the teachers that are coming to Nehaunsey have "requested" to come
17 here; they were not told they had to move here. She said she didn't want to
18 uproot any particular teacher or make it harder for any child but this is not done
19 to impact 5th grade more; it was trying to impact everybody to the "least amount"
20 that we could out of the options that were available to us. **Dr. Foley** also said if
21 her child is experiencing stress, they can set up a meeting with the Guidance
22 Counselor. **Mrs. DeITufo** said her daughter has met with the Guidance
23 Counselor but she realizes that the Guidance Counselor is at her max. **John**
24 **Goetaski** said he understands the situation is not ideal but the reason he
25 supports this plan moving forward is because these teachers did request out of
26 Broad Street to come to Nehaunsey. It was made apparent that we have a
27 retention problem at Nehaunsey and to go against these teacher requests, we
28 are "robbing Peter to pay Paul" but we have to start somewhere. **Susan**
29 **Vernacchio** asked **Mrs. DeITufo** what she meant when she said the Guidance
30 Counselor was at her max? **Mrs. DeITufo** said she heard it in another meeting a
31 while ago. **Dr. Foley** said there is a national recommendation on how many
32 students a Guidance Counselor can serve. It varies by age group but we have
33 met that recommendation.

34
35 **Nichole Trainor**, 246 Tomlin Station Road, Gibbstown, NJ said she
36 acknowledges that moving every teacher in the 5th grade to give in to one
37 teacher in the other grades is a challenge and you have to acknowledge that
38 doing the same thing to them in the previous year is a challenge. She gets that
39 you are helping to support the teachers and their requests but these parents
40 have been requesting consistency with this group of kids since last spring. It is
41 unfathomable that this has been allowed to happen. Nothing is being done and it
42 involves the entire group of students, including her own and we are told that that
43 is what it is. It's not okay and to allow this to occur in the middle of the school
44 year and the way it was communicated was poorly done. **Mrs. Trainor** then
45 asked what the turn-around time is to get a response when the community emails

1 the Board? How long should it take to get a reply? She said she has emailed all
2 of the board members individually and collectively and the only response she
3 received was from **Erin Herzberg**. **Andrew Chapkowski** asked if she emailed
4 the Chief School Administrator and **Mrs. Trainor** said she has but also emailed
5 the Board. **Mr. Chapkowski** said that **Dr. Foley** speaks to the day-to-day for the
6 school. He then asked her what the question was that she emailed about and
7 **Mrs. Trainor** said it was about all of the above that has been happening. **Mr.**
8 **Chapkowski** said if he can re-evaluate the solution that was put in place, he said
9 it would have been great if the 5th grade teachers didn't leave. What would also
10 be great is if we can sit down and work as a whole with the G.T.E.A., the Board
11 and the C.S.A. and all administration. We can get together and figure out what is
12 causing the morale problem over at Broad Street School. It has historically been
13 a morale problem. You have multiple teachers that request to leave and then you
14 have people come to the board meeting talking about how we can improve
15 morale and allow people to stay. If someone doesn't want to work in their current
16 situation and they ask to leave, if you keep them there longer, what doesn't stop
17 that teacher from going somewhere else and then having members of the public
18 stand and say we lost another teacher. We made a decision to appease
19 teachers to be someplace where they want to teach so they can be better
20 educators. You have to give the new teachers that we just hired a chance to
21 become great teachers. **Mr. Chapkowski** went on to say that his children go to
22 school here too and he would never do anything to hurt any child let alone his
23 own children and members of the public come to the meeting and stand up here
24 and say we don't care about the children. That is very hurtful. **Erin Herzberg**
25 said **Mrs. Trainor** first question was how long should she wait before getting a
26 response from the Board. **Mrs. Herzberg** said she doesn't know of any specific
27 time limit but we want to respond as quickly as possible to any public interest.
28 But we will immediately re-direct you to the CSA because we are going to be
29 guided by the operational needs of the building. She also added that we hear the
30 immediate concern from the parents and we thank you for your input. It's all in
31 the forefront of our thoughts. We hear you and want to try and support the
32 Superintendent, the Principal and those teachers in the Broad Street School and
33 to support our kids. **Mrs. Trainor** then asked about the Courier Post. Is there a
34 Facebook page the school can establish that would give information instead of
35 going through the newspaper? A lot of people don't subscribe to the paper any
36 longer. **Scott Campbell** said we have to have some place to put our legal
37 advertisements. A few years ago, the newspaper lobby pushed the New Jersey
38 government in Trenton because the school districts wanted to get rid of the
39 newspaper. If they lost the school districts and municipalities, they would lose a
40 lot of revenue so that is why we are required to advertise in the newspaper.

41
42 **Brian Nastase**, 45 East Vine Street, Gibbstown, NJ said a couple of meetings
43 ago, we talked about getting a group together to talk about consolidating the
44 schools. **Andrew Chapkowski** said it was the Strategic Planning Committee
45 and has nothing to do with consolidation. We have a meeting on January 4,

2024 with the New Jersey School Boards Association to talk about a few things. The biggest issue right now is finding a new Superintendent. It was recommended by the NJSBA that Boards find a Superintendent first before talking about Strategic Planning so they, the Superintendent, can be part of that process.

17. VACANT BOARD OF EDUCATION POSITION

**The Board has invited Mr. Michael Hasenpat to the meeting to discuss his interest in becoming a Board member for the vacated position. Mr. Hasenpat gave a brief overview of his personal resume and interest in becoming a Board of Education member.

18. 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 **January 2, 2024**, hereby resolves that an Executive Session closed to the public shall be held on **January 2, 2024 at 7:55 p.m.** 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/Goetaski) to enter into Executive Session at 7:55 p.m. 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:
<input type="checkbox"/>	Matters involving the purchase of real property and/or the investment of public funds, and specifically:
<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:
<input checked="" 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: G.T.E.A. Grievance Appeal
<input type="checkbox"/>	Matters involving quasi-judicial deliberations, and specifically:

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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.

Motion carried by unanimous voice vote.

Motion: (Chapkowski/Myers) to adjourn the Executive Session and return to the Regular meeting at 8:46 p.m.

Motion carried by unanimous voice vote.

19. ADJOURNMENT

Motion: (Chapkowski/Herzberg) to adjourn the meeting at 8:47 p.m.

Motion carried by unanimous voice vote.

Respectfully submitted,

Scott A. Campbell, Board Secretary

A Special Meeting will be held on Thursday, January 4, 2024 at 6:30 p.m.

The next Board of Education Regular Meeting is scheduled for Tuesday, February 13, 2024 at 6:30 p.m.