

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **Monday, November 8, 2021** in the Nehaunsey Middle School library.

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6 The meeting was called to order by Vice-President Roseanne Lombardo at 6:30 p.m.

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8 **Roll Call:**

<input checked="" type="checkbox"/> Mrs. Roseanne Lombardo	Chairperson: Public Relations Committee Chairperson: Strategic Planning Committee Policy/Regulations Committee Delegate to Gloucester County & State Board Associations Personnel Committee
<input checked="" type="checkbox"/> Mr. Andrew Chapkowski	Chairperson: Budget & Finance Committee Buildings & Grounds Committee Policy/Regulations Committee Personnel Committee
<input checked="" type="checkbox"/> Mrs. Erin Herzberg	Chairperson: Policy/Regulations Committee Curriculum/Technology Committee Strategic Planning Committee Personnel Committee
<input checked="" type="checkbox"/> Mrs. Meghann Myers	Chairperson: Buildings & Grounds Committee Public Relations Committee Strategic Planning Committee
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio	Chairperson: Negotiations Committee Budget & Finance Committee Public Relations Committee Alternate Delegate to Gloucester County & State Board Associations Personnel Committee

9
10 Quorum **YES**

11
12 Also present was Dr. Jennifer Foley-Hindman, Chief School Administrator.

13
14 **Absent:**

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16 Scott Campbell, School Business Administrator/Board Secretary

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18 As required under the guidelines of the Open Public Meeting Law, notice of this
19 meeting was sent to **The Courier Post**, and **The Township Clerk**. It was also
20 posted in the Greenwich Township School Buildings. (“The proceedings of this
21 meeting are being audiotaped and anyone wishing to discuss an individual child
22 should so note.”)

23
24 **FLAG SALUTE**

1 **1. MINUTES**

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3 Motion: (Chapkowski/Herzberg) to approve the following minutes:

4
5 October 19, 2021 – Regular Meeting
6 October 19, 2021 – Executive Session
7

8 Motion carried by unanimous voice vote.
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10 **2. PRESENTATION**

- 11
12 A. Mr. John Tirico made a presentation on the New Jersey Department of
13 Education School Self-Assessment for Determining Grades under the
14 Anti-Bullying Bill of Rights Act for the time period, July 1, 2020 – June 30,
15 2021.
16
17 B. Mr. Tirico reviewed with the Board the Student Safety Data System
18 Report, formally EVVRS, for Period #2; January 1, 2021 – June 30, 2021.
19
20 C. Mr. Tirico provided an update for the Special Education Department.
21

22 **3. EXECUTIVE SESSION**

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24 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*
25 *6, et seq.*, which provides that an Executive Session, not open to the public, may
26 be held for certain specified purposes when authorized by Resolution. The
27 Board of Education for Greenwich Township assembled in public session on
28 **November 8, 2021**, hereby resolves that an Executive Session, closed to the
29 public shall be held on **November 8, 2021**, at **7:00 p.m.** in the Nehaunsey Middle
30 School library located at 415 Swedesboro Road, Gibbstown, New Jersey for
31 discussion of certain matters which relate to items authorized by *Open Public*
32 *Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.
33

34 Motion: (Chapkowski/Herzberg) to enter Executive Session to discuss the
35 following:
36

<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 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 checked="" type="checkbox"/>	Matters involving quasi-judicial deliberations, and specifically: Election results/appointments

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

Motion carried by unanimous voice vote.

Motion: (Lombardo/Vernacchio) to adjourn the Executive Session at 7:21 p.m. and return to the Regular Meeting.

Motion carried by unanimous voice vote.

4. SPECIAL MEETING

Motion: (Vernacchio/Herzberg) to adopt a special meeting on November 29, 2021 at 5:15 p.m. for the purpose of going through election results and appointing Board Members.

Motion carried by unanimous roll call vote.

5. ADMINISTRATIVE/PRINCIPAL REPORTS

Motion: (Chapkowski/Vernacchio) to approve the following as one, A-C:

- A. School Health Services
 1. School Health Services report as of **October 29, 2021** for Broad Street School. (Attachment)
 2. School Health Services report as of **October 29, 2021** for Nehaunsey Middle School. (Attachment)

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B. Monthly Attendance, Enrollment, Drills and Monthly Overview:

MONTHLY ATTENDANCE – OCTOBER 2021	
Broad Street School	94.9%
Nehaunsey Middle School	89.5%

BROAD STREET SCHOOL ENROLLMENT – OCTOBER 2021	
Grade Pre-K	Total: 35
Grade K	Total: 40
Grade 1	Total: 30
Grade 2	Total: 43
Grade 3	Total: 39
Grade 4	Total: 41
Grade 5	Total: 51
TOTAL ENROLLMENT: 279	

NEHAUNSEY MIDDLE SCHOOL ENROLLMENT – OCTOBER 2021	
Grade 6	Total: 42
Grade 7	Total: 52
Grade 8	Total: 57
TOTAL ENROLLMENT: 151	

DATE	TIME/LOCATION*	DURATION	ACTION/DRILL	WEATHER CONDITIONS
October 7, 2021	11:00 a.m./BSS	2 minutes	Fire Drill	Sunny
October 13, 2021	1:00 p.m./NMS	2 minutes	Fire Drill	Warm, Sunny
October 21, 2021	1:30 p.m./BSS	3 minutes	Non-Fire Evacuation Drill	Sunny
October 21, 2021	2:35 p.m./NMS	2 minutes	Non-Fire Evacuation Drill	Warm, Sunny
*NMS/Nehaunsey Middle School *BSS/Broad Street School				

MONTHLY EVENT OVERVIEW – OCTOBER 2021		
DATE	EVENT	BUILDING
October 5, 2021 – October 14, 2021	Start Strong Assessments	BSS/NMS
October 29, 2021	Halloween Parade	BSS
October 29, 2021	Pennies for Pumpkins	NMS

C. Student Discipline, Violence/Vandalism and HIB

1. The approval of the Student Discipline, Violence/Vandalism and HIB as of **October 29, 2021**:

Infraction/ Referrals/Reports	Number of Incidents this Month		2021-2022 Total-To-Date	
	BSS	NMS	BSS	NMS
Dating Violence	0	0	0	0
Detention after School	0	0	0	0
Harassment, Intimidation, or Bullying	1	1	1	1
Lunch Detention	8	5	12	8
Out-of-School Suspensions (OSS)	0	2	2	2
Restricted Study	1	3	2	5
Violence, Vandalism, Substance Abuse	0	0	0	0

2. The approval of the completed investigation reports as of **October 29, 2021**:

Case Number	Date of Initial Report	Date Reported to Superintendent	Result of Investigation
NMS21/22-1	10/20/21	10/20/21	Confirmed
BSS21/22-1	10/1/21	10/1/21	Confirmed

Motion carried by unanimous voice vote.

6. SUPERINTENDENT RECOMMENDATIONS

Motion: (Lombardo/Herzberg) to approve the following as one, A-D:

- A. The approval to hire Alicia Umbra as School Secretary at Broad Street School, for the 2021-2022 school year, at an annual salary of \$46,937.00, Step 6, prorated, as per G.T.E.A. and Greenwich Township Board of Education agreement, effective immediately upon receipt of all new hire documents including the Criminal History Review report and/or her first available start date.
- B. The approval to hire Ann Aspell at Part-Time Cafeteria/Playground Aide, for the 2021-2022 school year, at an hourly rate of \$13.00, effective immediately upon receipt of all new hire documents including Criminal History Review report.
- C. The approval to hire Veronica Davila-Figueroa as Part-Time Custodian, for the 2021-2022 school year, at an hourly rate of \$15.00, 29.5 hours per week, 12-month employee, effective immediately upon receipt of all new hire documents including Criminal History Review report and copy of her Boiler License.

1 D. The approval to hire Maria Naugle as Learning Disabilities Teacher
2 Consultant, for the 2021-2022 school year, at a salary of \$295.00 per
3 case, not to exceed \$8,250.00 for the 2021-2022 school year, pending
4 receipt of all required new hire documents including criminal history review
5 and all required NJ licensing.
6

7 **Andrew Chapkowski** asked if the consultant in Item D is actually a teacher? **Dr.**
8 **Foley-Hindman** said she is a L.D.T.C. She may be dual-certified but that is not
9 her role here. **Mr. Chapkowski** asked if she will fall under the salary guide to
10 which **Dr. Foley-Hindman** replied that this is a sub-contractor position where we
11 hire someone to do evaluations for the Child Study Team at a cost for each
12 individual evaluation and Ms. Naugle is the one who will be doing those
13 evaluations.
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15 Motion carried by unanimous voice vote.
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17 Motion: (Vernacchio/Chapkowski) to approve the following as one, E-I:
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19 E. The approval of Lauren Ernst, NMS teacher, to fill vacant position of
20 advisor for the Fun & Games Club for the 2021-2022 school year; at a
21 stipend of \$500.00 for the 2021-2022 school year as per the G.T.E.A. and
22 Greenwich Township Board of Education agreement.
23

24 F. The approval of the 2021-2022 School Nursing Services Plan.
25 (Attachment)
26

27 G. The approval of request for intermittent FMLA from Megan Ballinger,
28 effective upon receipt of the required Certification of Health Care Provider,
29 for her child. (Attachment)
30

31 H. The approval of Request for Course Approval from Sean Keane, NMS
32 teacher, as part of ongoing MA program through Rowan University.
33 Course title, "CRN#22947 – Instructional Leadership and Supervision" to
34 be taken in the Spring of 2022. Reimbursement is per G.T.E.A. and
35 Greenwich Township Board of Education agreement.
36

37 I. The approval of Nicole McGann, NMS teacher, as part of the Masters
38 program in Educational Leadership at Wilmington University, to conduct
39 her Practicum during the 2021-2022 school year under the guidance of Dr.
40 Jennifer Foley-Hindman, C.S.A.
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42 Motion carried by unanimous voice vote.
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1 **7. POLICY/REGULATION**

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Motion: (Chapkowski/Vernacchio) to approve the following Policies/Regulations on second reading:

Number	Type	Section	Title	1 st Reading	2 nd Reading
P2422	M, R	Program	Comprehensive Health & Physical Education		X
P2467	M, R	Program	Surrogate Parents & Resource Family Parents		X
P5116	R	Students	Education of Homeless Children		X
P6115.01	M, New	Finances	Federal Awards/Funds Internal Controls – Allowability of Costs		X
P6115.02	M, New	Finances	Federal Awards/Funds Internal Controls – Mandatory Disclosures		X
P6115.03	M, New	Finances	Federal Awards/Funds Internal Controls – Conflict of Interest		X
P6311	M, R	Finances	Contracts for Goods or Services Funded by Federal Grants		X
P & R7432	M, R	Property	Eye Protection		X
P8420	M, R	Operations	Emergency & Crisis Situations		X
R8420.1	M, R	Operations	Fire & Fire Drills		X
P8540	M, R	Operations	School Nutrition Programs		X
P8550	M, R	Operations	Meal Charges/Outstanding Food Service Bill		X
P8600	M, R	Operations	Student Transportation		X

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7 Motion carried by unanimous voice vote.

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9 **8. CURRICULUM & INSTRUCTION**

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

A. Workshops

1. The approval for the following individuals to attend out-of-district workshops:

Name/Position	Workshop/Location/Time	Date	Cost
Deborah Laird, Guidance Counselor	Virtual ASCA Support & Sustain Workshops 1:00 p.m. – 5:00 p.m.	12/2/21 12/3/21	\$99.00
John Tirico, CST Director	Virtual Workshop: NJPSAFEA – Special Education Director’s Toolkit 9:00 a.m. – 1:00 p.m.	11/19/21	\$-0-
John Tirico, CST Director	Virtual Workshop: NJPSA – HIB Law Update	11/30/21	\$125.00

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1 Motion carried by unanimous voice vote.
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3 **9. BUDGET & FINANCE**
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5 Motion: (Vernacchio/Lombardo) to approve the following resolution:
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7 A. The approval of the following professional services contract until June 30,
8 2022. (Attachment)
9

KD National Force Security

\$ as per contract attached

10 **WHEREAS**, funds are available for this purpose; and
11

12 **WHEREAS**, the Local Public Contracts Law (N.J.S.A. 18A:18-5
13 et.seq) no longer requires that the resolution authorizing the award of
14 contracts for "Professional Services" be bid competitively.
15

16 **NOW, THEREFORE, BE IT RESOLVED**, by the Board of
17 Education of Greenwich Township, County of Gloucester and State of
18 New Jersey, as follows:
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- 20
- 21 1. The President and Secretary are hereby authorized and directed to
22 execute contracts until June 30, 2022:
23
 - 24 a. KD National Force Security
25
 - 26 2. The above contracts are awarded without competitive bidding as a
27 "Professional Service" under provisions of the Local Public
28 Contracts Law because the above persons or firms named are
29 licensed to practice a recognized profession in the State of New
30 Jersey, as above stated, and further such services to be performed
31 cannot be bid competitively because it is impossible to prepare
32 specifications for same in accordance with the above-captioned
33 statutes.
34

35 Motion carried by unanimous roll call vote.
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37 **10. REPORT OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**
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39 Motion: (Chapkowski/Myers) to approve the following as one, A-G:
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A. Bills Lists

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

NUMBER	AMOUNT
#23-2022	\$8,804.24
#24-2022	\$1,582.98
#25-2022	\$1,582.98
#26-2022	\$1,582.98
#27-2022	\$1,582.98
#28-2022	\$128,908.62
#29-2022	\$18,760.69
#30-2022	\$160,300.14
TOTAL \$323,105.61	

B. Student Activities Account

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the month of July 2021. (Attachment)

C. Board Secretary Report

1. The acceptance of the Board Secretary's Report for the months of June, July and August 2021. The Board Secretary certifies that no line-item account has been over expended in violation of N.J.A.C. 6A:23A-16.10(c)3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. (Attachment)

D. Treasurer's Report

1. The approval of the Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the months of June, July and August 2021. The Treasurer's Report and the Secretary's Report are in agreement for the months of June, July and August 2021. (Attachment)

1 E. Revenue Certification

- 2
3 1. The Board Secretary in accordance with N.J.A.C. 6A:23A-16.10(c)2
4 certifies that there are no changes in anticipated revenue amounts
5 or revenue sources.
6

7 F. Board of Education Certification

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9 1. The approval of the Board of Education certification for the months
10 of June, July and August 2021, that after review of the Secretary's
11 monthly financial reports and upon consultation with the appropriate
12 district officials, that to the best of its knowledge no major accounts
13 or funds have been over expended in violation of N.J.A.C. 6A:23A-
14 16.10(c)4 and that sufficient funds are available to meet the
15 district's financial obligations for the remainder of the year.
16

17 G. Transfer List

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19 1. The ratifications of transfers, authorized by the Superintendent, for
20 the months of June, July and August 2021, to give balances to new
21 accounts and to balance existing accounts. (Attachment)
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23 Motion carried by unanimous voice vote.
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25 **11. OLD BUSINESS**

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27 None at this time.
28

29 **12. NEW BUSINESS**

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31 A. Committee Reports

- 32
33 1. Susan Vernacchio said a Negotiations meeting has been scheduled
34 for November 15, 2021.
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36 **13. PUBLIC – AGENDA/NON-AGENDA ITEMS**

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38 This is the time when anyone from the public who wishes to speak to the Board
39 may do so. Please state your name, address and phone number. The Board will
40 hear your concerns. The Board may or may not take action this evening.
41

42 In accordance with Board policy and procedures, speakers are not permitted to
43 publicly speak of personal issues involving school personnel, or against any
44 person connected to the school system. Any such concern should be presented

1 to the school or district-level administration so that a proper response may be
2 given.
3

4 **Melissa Baxter**, 264 Memorial Avenue, Gibbstown, NJ has a COVID-based
5 concern. She would like to know what constitutes an outbreak?

6 **Dr. Jennifer Foley-Hindman** said it is defined by the Department of Health and
7 our nurses are in contact with the Department of Health so we don't make the
8 determination. They do go through a protocol. By definition from the Department
9 of Health, an outbreak is "3 or more individuals in a location who are deemed to
10 have had the contact and become COVID positive solely as a result of their
11 contact on school grounds." If the nurse can say that a student came to school
12 and went home and we have three or more in one location, that's when the
13 Department of Health makes the determination that it's an outbreak. **Mrs.**

14 **Baxter** asked if there is a time-line? **Dr. Foley-Hindman** said typically they start
15 doing the contact-tracing the 48 hours prior to when someone becomes
16 systematic. **Mrs. Baxter** asked how do you keep track of where they sit at lunch
17 when they don't have assigned seating at lunch? **Dr. Foley-Hindman** said at
18 Broad Street School, they do have assigned seating but here at Nehaunsey,
19 there are no assigned seating but we do have cameras and the nurse can go
20 back and look at the camera to see where someone was sitting. **Mrs. Baxter**
21 then asked what happens during a long weekend that we just had? Is there an
22 expectation of how quickly contact-tracing happens even in off-hours in district?

23 **Dr. Foley-Hindman** said that contact-tracing is only as good as the information
24 that is provided to the nurse. But to answer **Mrs. Baxter's** question about
25 expectations, **Dr. Foley-Hindman** said she is confident that the nurses are doing
26 a great job at contact-tracing especially since **Dr. Foley-Hindman** and **Mrs.**
27 **Alisa Whitcraft** are getting phone calls at night and during the weekend. **Mrs.**
28 **Baxter** feels that the school should be more transparent about when there is an
29 outbreak because some kids live with grandparents of are in contact with the
30 elderly and she feels the community should know about it without disclosing the
31 names of the students. **Dr. Foley-Hindman** said that reporting three students in
32 a 6th grade class that may have only 42-44 students is giving information that
33 would be easily identifiable to the public. **Meghann Myers** said that at her
34 daughter's high school, the parents do get notified of a COVID case although it is
35 a generic letter.

36 **Mrs. Baxter** said that she heard the school only contact-traces during lunch to
37 which **Dr. Foley-Hindman** said is untrue. She said anytime that students are in
38 a setting within six feet of each other for longer than 10-15 minutes, cumulative,
39 without a mask, they are contact-traced. **Mrs. Baxter** said that the kids do pull
40 down their masks several times a day. **Dr. Foley-Hindman** said she is a
41 conscientious nut and is constantly pointing to her nose all day to tell kids to pull
42 up their mask. The students are as far apart as they can be during classes and
43 teachers provide seating charts to the nurses. She thinks her teachers do a
44 good job of reminding kids to pull their masks up and she feels that the kids are
45 not being that difficult. Some kids' mask slide down and we tap our finger to our

1 nose to remind them to pull it up and they do. **Mrs. Baxter** said she wants to
2 make sure that we as parents are given the same courtesy that we should be
3 giving the school where we are keeping our kids home and notifying the school.
4 She thinks the school should also keep the community equally informed. **Dr.**
5 **Foley-Hindman** said she has to balance that with insuring that we maintain
6 confidentiality. She will also meet with the lawyers and the nurses as to how best
7 to give out information in a way that parents will find it helpful. By the next
8 meeting, she is hoping to report back with what was decided to do with either an
9 email blast or a letter on whatever legal guidance we have to make sure we
10 maintain confidentiality which is her greatest concern. **Dr. Foley-Hindman** said
11 she will ask around to other districts of similar size to see what their policy is and
12 report back. She will come up with some way to communicate with greater
13 transparency but still not jeopardize anyone's confidentiality.

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15 **14. ADJOURNMENT**

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17 Motion: (Herzberg/Myers) to adjourn the meeting at 8:07 p.m.

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19 Motion carried by unanimous voice vote.

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22 Respectfully Submitted,

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26 Dr. Jennifer Foley-Hindman, C.S.A.

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43 ****Next Board of Education Regular Meeting is scheduled for Monday, December**
44 **13, 2021 at 6:30 p.m.****

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