

1 **OFFICIAL MINUTES**

2
3 of the **REORGANIZATION/REGULAR MEETING** of the Greenwich Township Board of
4 Education held **Tuesday, January 3, 2023** in the Nehaunsey Middle School library.

5
6 The meeting was called to order by Scott A. Campbell at 6:30 p.m.

7
8 **FLAG SALUTE**

9
10 **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 checked="" type="checkbox"/> Mrs. Meghann Myers	

11
12 Quorum **YES**

13
14 **1. OATH OF OFFICE OF NEWLY RE-ELECTED MEMBERS**

15
16 A. The Oath of Office was administered by Mr. Scott Campbell, Business
17 Administrator, to the newly elected Board Members:

- 18 Mrs. Roseanne Lombardo
- 19 Mrs. Fiona Paterna
- 20 Mrs. Susan Vernacchio

21
22
23 *Election results were accepted at the December 13, 2022 Board of Education meeting*

24
25 **Roll Call of the Board Members 2023:**

<input checked="" type="checkbox"/> Mr. Andrew Chapkowski	
<input checked="" type="checkbox"/> Mr. John Goetaski	
<input checked="" type="checkbox"/> Mrs. Erin Herzberg	
<input checked="" type="checkbox"/> Mrs. Roseanne Lombardo	
<input checked="" type="checkbox"/> Mrs. Meghann Myers	
<input checked="" type="checkbox"/> Mrs. Fiona Paterna	
<input checked="" type="checkbox"/> Mrs. Susan Vernacchio	

26
27 Quorum **Yes**

28 Also present were Dr. Jennifer Foley-Hindman, Chief School Administrator and
29 Mr. Scott Campbell, School Business Administrator/Board Secretary.

30
31
32 As required under the guidelines of the Open Public Meeting Law, notice of this
33 meeting was sent to the **Courier Post** and the **Township Clerk**. It was also
34 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/Lombardo) to approve the following:
7

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

12 Motion carried by unanimous voice vote.
13

14 **3. NOMINATIONS FOR PRESIDENT FOR 2023**

15 Scott Campbell opened the nominations for President.
16

- 17
18 A. Roseanne Lombardo nominated Susan Vernacchio for position of
19 President for 2023.
20

- 21 B. Erin Herzberg seconded that motion.
22

23 No other nominations.
24

25 Motion: (Lombardo/Herzberg) to close the nominations for President.
26

27 No opposition to closing nominations.
28

29 Motion: (Lombardo/Herzberg) to approve Susan Vernacchio for position of
30 President for 2023.
31

32 Motion carried by unanimous roll call vote.
33

34 President Susan Vernacchio takes the chair for 2023.
35

36 **4. NOMINATIONS FOR VICE-PRESIDENT FOR 2023**

37 Scott Campbell opened the nominations for Vice-President.
38

- 39
40 A. Susan Vernacchio nominated Erin Herzberg for position of Vice-President
41 for 2023.
42

- 43 B. John Goetaski seconded that motion.
44

45 No other nominations.

1 Motion: (Lombardo/Vernacchio) to close the nominations for Vice-
2 President.

3
4 No opposition to closing nominations.

5
6 Motion: (Vernacchio/Myers) to approve Erin Herzberg for position of Vice-
7 President for 2023.

8
9 Motion carried by unanimous roll call vote.

10
11 **5. SCHOOL ETHICS ACT AND CODE OF ETHICS**

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

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

21
22 A. The Board of Education Members had the required Board of Ethics
23 Training Session as required under *N.J.A.C. 6:3-1.3* and *N.J.A.C. 6A:30*.

24
25 **RESOLVED**, that the New Jersey School Boards
26 Association "Code of Ethics" shall be considered the official Code of
27 Ethics of the Greenwich Township Board of Education.

28
29 **CODE OF ETHICS**

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

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.

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

1 Board Members, Board Attorney, Superintendent and Business
2 Administrator/Board Secretary.

3
4 **BE IT FURTHER RESOLVED**, that the Board of Education
5 does hereby designate the Courier Post as the official newspaper to
6 receive notices of meetings; and
7

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

11
12 **BE IT FURTHER RESOLVED**, that the Board of Education
13 reserves the right to adjourn or recess a meeting at any time to discuss
14 such matters that may be considered in closed session. However, the
15 Board will first adopt a resolution stating the general nature of the subject
16 to be discussed, and, as precisely as possible, the time and
17 circumstances under which disclosure to the public will be made; and
18

19 **BE IT FURTHER RESOLVED**, that in order to conduct its
20 meetings properly and efficiently, the Board shall require the following
21 procedures pertaining to public participation at Board meetings:
22

- 23 • Any individual desiring to speak shall give his or her name, address
24 and the group, if any, that is represented.
- 25 • The presentation shall be as brief as possible but no more than
26 three (3) minutes per individual as per district policy #0167.
- 27 • The Board vests in its President, or other presiding officer, authority
28 to terminate the remarks of any individual if he/she deems it in the
29 best interest of those present to do so.
30

31 **BE IT FURTHER RESOLVED** that individuals or
32 organizations desiring notification of Board Meetings shall request such
33 notification through the Board Secretary's Office and be charged an
34 annual fee of \$25.00, paid in advance.
35

36 **BE IT FURTHER RESOLVED**, that the Board of Education
37 will meet on the following dates:
38

Date	Day	Time	Place	Purpose
January 3, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Reorganization/Regular Meeting
February 21, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
March 21, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting & Approval to Submit the Budget to the County Office
April 25, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting/Public Hearing on the Budget

May 9, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
June 13, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
July, 2023	No Meeting Scheduled			
August 8 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
September 12, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
October 10, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
November 14, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting
December 12, 2023	Tuesday	6:30 p.m.	Nehaunsey Library	Regular Meeting

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Motion carried by unanimous voice vote.

C. Roberts Rules of Order

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

1. The approval to adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the Board Secretary and Board Attorney to act as the parliamentarians for the remainder of the 2022-2023 school year and the 2023-2024 school year.

Motion carried by unanimous voice vote.

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

D. School Ethics Act

WHEREAS, the School Ethics Act, *N.J.S.A. 18AA:12-21 et seq.* was enacted by the New Jersey State Legislature to ensure and preserve public confidence in School Board Members and School Administrators and to provide specific ethical standards to guide their conduct; and

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

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

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state

1 publicly that it is doing so, the reason that such action is necessary and
2 the specific nature of the conflicts of interest; and
3

4 **WHEREAS**, the opinion further provided that if the Board
5 must involve the Doctrine of Necessity not just to vote, but also to form a
6 negotiations committee because it is without even three members to serve
7 as a committee, then the Board must determine whether to act as a
8 committee of the whole or to choose a smaller negotiations committee
9 from among its members after stating publicly its reason for doing so as
10 set forth above; and
11

12 **WHEREAS**, in keeping with the Legislative purpose as set
13 forth in *N.J.S.A. 18A:12-22(a)*, the School Ethics Commission views public
14 disclosure of conflicts of interest to be paramount when it is necessary to
15 invoke the Doctrine of Necessity.
16

17 **NOW, THEREFORE, BE IT RESOLVED** that the School
18 Ethics Commission hereby requires Boards of Education and Charter
19 School Boards of Trustees that must invoke the Doctrine of Necessity to
20 adopt a resolution setting forth that they are invoking the Doctrine, the
21 reason for doing so and the specific nature of the conflicts of interest; and
22

23 **BE IT FURTHER RESOLVED**, that Boards of Education and
24 Charter Schools Boards of Trustees that invoke the Doctrine are directed
25 to read the resolution at a regularly scheduled public meeting, post it
26 where it posts public notices for 30 days and provide the commission with
27 a copy; and
28

29 **BE IT FURTHER RESOLVED**, that the Commission shall
30 distribute this Resolution to the County Superintendents for distribution to
31 the school districts and charter schools, the New Jersey School Boards
32 Association, the New Jersey Principals and Supervisor Association, the
33 New Jersey Association of School Administrators, the New Jersey
34 Association of School Business Officials and the New Jersey Education
35 Association.
36

37 Motion carried by unanimous voice vote.
38

39 **6. APPOINTMENTS**
40

41 Motion: (Vernacchio/Paterna) to approve the following as one, A-C:
42
43
44
45

1 A. Tax Shelter Annuities

2
3 1. The approval to extend the following tax shelter annuity companies
4 until December 31, 2023:

5
6 AXA/The Equitable
7 Lincoln Investment Planning
8 Lincoln Investment/Thomas Sealy
9

10 B. Substitute Nurse Rate

11
12 1. The approval of the rate for Substitute Nurses until June 30, 2023,
13 of \$225.00 per day.
14

15 C. Substitute Support Staff Rates

16
17 1. The approval of the hourly rates for Substitute Support Staff until
18 June 30, 2023:
19

Position	Hourly Rate
Substitute Custodians	\$15.00 per hour
Substitute Cafeteria/Lunchroom Aides	\$14.25 per hour
Substitute Non-Instructional Aides	\$14.25 per hour
Substitute Secretary	\$16.00 per hour

20
21 Motion carried by unanimous voice vote.
22

23 7. RESOLUTIONS

24
25 Motion: (Chapkowski/Vernacchio) to approve the following resolution
26 through December 31, 2023:
27

28 A. Travel and Related Expense Reimbursement Resolution:

29
30 **WHEREAS**, the Greenwich Township Board of Education
31 recognizes school staff and Board members will incur travel expenses
32 related to and within the scope of their current responsibilities and for
33 travel that promotes the delivery of instruction or furthers the efficient
34 operation of the school district; and
35

36 **WHEREAS**, *N.J.A.C. 6A-23B-1.1 et seq.* requires Board
37 members to receive prior approval of these expenses by a majority of the
38 full voting membership of the Board and staff members to receive prior

1 approval of these expenses by the Superintendent of Schools and a
2 majority of the full voting membership of the Board; and
3

4 **WHEREAS**, the Board of Education may establish, for
5 regular district business travel only as described in *NJOMB Circular Letter*
6 *06-02*, including amendments or revisions thereto, a threshold amount
7 below which Board approval is not required; and
8

9 **WHEREAS**, the Board of Education establishes, for regular
10 district business travel only, an annual school year threshold of
11 \$1,000.00 per staff/Board members where prior Board approval shall not
12 be required unless this annual threshold for a staff/Board member is
13 exceeded in a given school year (July 1 through June 30); and
14

15 **WHEREAS**, travel and related expenses not in compliance
16 with *N.J.A.C. 6A-23B-1.1 et seq.*, but deemed by the Board of Education
17 to be necessary and unavoidable are excluded from the requirements of
18 *N.J.A.C. 6A:23B-1.1 et seq.*
19

20 **THEREFORE, BE IT RESOLVED**, the Board of Education
21 approves all travel not in compliance with *N.J.A.C. 6A-23B-1.1 et seq.* as
22 being necessary and unavoidable as per noted on the attached Board of
23 Education Approval of Travel and Related Expenses Reimbursement
24 Form; and
25

26 **BE IT FURTHER RESOLVED**, the Board of Education
27 approves the Travel and Related Expense Reimbursements as listed on
28 the attached Board of Education Approval of Travel and Related Expense
29 Reimbursement form.
30

31 Motion carried by unanimous voice vote.
32

33 B. Payment of Bills Between Board Meetings
34

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

37 **WHEREAS**, the Greenwich Township Board of Education
38 finds it necessary to pay certain bills, (tuition, utilities, health benefits,
39 insurance, cafeteria and payroll) in between regularly scheduled board
40 meetings; and
41

42 **WHEREAS**, the Greenwich Township Board of Education
43 does not schedule meetings during the month of July; and
44

1 **WHEREAS**, performance of business functions of the district
2 must continue on a scheduled basis.

3
4 **NOW, THEREFORE, BE IT RESOLVED**, the
5 Superintendent and Business Administrator/Board Secretary will continue
6 to conduct regularly scheduled monthly business in between regularly
7 scheduled meetings and during the month of July prior to Board of
8 Education approval.

9
10 Motion carried by unanimous voice vote.

11
12 Motion: (Myers/Goetaski) to approve the following:

13
14 C. Designation Bank Depositories

15
16 **BE IT RESOLVED**, that Ocean First Bank be designated as
17 the official depository for all school money, including the following
18 accounts, with the number of signatures required and the person(s)
19 authorized to sign checks or vouchers until December 31, 2023, as
20 indicated:

21

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

22
23 **BE IS ALSO RESOLVED**, that the Vice-President, **Erin**
24 **Herzberg**, to be also authorized and empowered to act at all times in the
25 absence of the President, and the signatures and acts of the said Vice-
26 President, **Erin Herzberg**, be as legal and binding as those of the
27 President; a copy of this Resolution to be sent to Ocean First Bank.

28
29 Motion carried by unanimous voice vote.

30
31 Motion: (Goetaski/Paterna) to approve the following:

1 D. Line Item Transfer Approval

2
3 **WHEREAS**, during the course of doing business between
4 Board Meetings, purchase orders are issued that cause line items to be in
5 deficit; and
6

7 **WHEREAS**, *N.J.S.A. 18A:22-8.1* stipulates that the Board
8 shall approval such transfers before the purchase orders are issued; and
9

10 **WHEREAS**, *N.J.S.A. 18A:22-8.1* recognizes the Board
11 meets once a month and that business must be conducted, allows for the
12 Chief School Administrator to approve such transfers to keep line items
13 from being a deficit and the report of such transfers be given to the Board
14 at the next subsequent Board meeting for ratification.
15

16 **THEREFORE, BE IT RESOLVED**, by the Greenwich
17 Township Board of Education, Gloucester County, does hereby authorize
18 the Chief School Administrator to authorize line item transfers between
19 regular Board meetings to keep them from going into deficit.
20

21 Motion carried by unanimous voice vote.

22
23 Motion: (Vernacchio/Herzberg) to approve the following:
24

25 E. Authority to Invest Funds

- 26
27 1. The approval to authorize Scott A. Campbell, Business
28 Administrator/Board Secretary, to invest funds until December 31,
29 2023.
30

31 Motion carried by unanimous voice vote.

32
33 Motion: (Vernacchio/Lombardo) to approve the following:
34

35 F. Petty Cash

- 36
37 1. The approval to establish a Petty Cash Fund until June 30, 2023, in
38 the amount of \$300.00, which will be shared between the
39 Superintendent's Office and the Business Office.
40

41 Motion carried by unanimous voice vote.

42
43 Motion: (Lombardo/Myers) to approve the following:
44
45

1 G. Delegates

- 2
3 1. The approval to appoint **Susan Vernacchio** and **Erin Herzberg** as
4 the Greenwich Township School District Delegates to the County
5 and State Board Association until December 31, 2023.
6

7 Motion carried by unanimous voice vote.

8
9 Motion: (Vernacchio/Herzberg) to approve the following:

10
11 H. Board Representative

- 12
13 1. The approval to appoint **Roseanne Lombardo** as the Paulsboro
14 Board of Education Representative from the Greenwich Township
15 School District until December 31, 2023.
16

17 Motion carried by unanimous voice vote.

18
19 Motion: (Vernacchio/Goetaski) to approve the following:

20
21 I. Working Papers

- 22
23 1. The approval to designate **Dr. Jennifer Foley-Hindman**,
24 Principal/Chief School Administrator and **Jennifer Ellick**,
25 Principal's Secretary, as issuing officers of working papers until
26 December 31, 2023.
27

28 Motion carried by unanimous voice vote.

29
30 Motion: (Paterna/Goetaski) to approve the following:

31
32 J. Committees

- 33
34 1. The approval of the following committees until December 31, 2023:

35
36 Budget & Finance
37 Buildings & Grounds
38 Curriculum
39 Negotiations
40 Policy & Regulations
41

42 **All of the above committees will share the responsibilities of
43 Personnel and Public Relations. The Curriculum Committee will
44 also include Technology.
45

1 Motion carried by unanimous voice vote.

2
3 Motion: (Lombardo/Goetaski) to approve the following:

4
5 K. Newspaper

- 6
7 1. The approval to authorize the **Courier Post** be adopted as the
8 official newspaper to be used for the advertisement of the meetings
9 and legal ads and all other necessary public notifications for the
10 2023-2024 school year.

11
12 Motion carried by unanimous voice vote.

13
14 *****

15
16 **REGULAR MEETING**

17
18 **8. MINUTES**

19
20 Motion: (Herzberg/Lombardo) to approve the following minutes:

- 21
22 December 13, 2022 - Regular Meeting
23 December 13, 2022 - Executive Session

24
25 Motion carried by unanimous voice vote.

26
27 **9. ADMINISTRATIVE/PRINCIPAL REPORTS**

28
29 Motion: (Chapkowski/Paterna) to approve the following as one, A-C:

30
31 A. School Health Services Monthly Reports

- 32
33 1. The School Health Services Monthly Report as of **December 2022**
34 for Broad Street School. (Attachment)
35
36 2. The School Health Services Monthly Report as of **December 2022**
37 for Nehaunsey Middle School. (Attachment)

38
39 B. Monthly Attendance, Enrollment, Drills & Monthly Overview

40

MONTHLY ATTENDANCE - DECEMBER 2022	
Broad Street School	90.9%
Nehaunsey Middle School	91.1%

41

BROAD STREET ENROLLMENT - DECEMBER 2022	
Grade Pre-K	Total: 41
Grade K	Total: 39
Grade 1	Total: 43
Grade 2	Total: 31
Grade 3	Total: 42
Grade 4	Total: 42
Grade 5	Total: 44
TOTAL ENROLLMENT: 282	

1

NEHAUNSEY ENROLLMENT - DECEMBER 2022	
Grade 6	Total: 51
Grade 7	Total: 44
Grade 8	Total: 52
TOTAL ENROLLMENT: 147	

2

DATE	TIME/LOCATION*	DURATION	ACTION/DRILL	WEATHER CONDITIONS
December 9, 2022	9:06 a.m./BSS	2 minutes	Fire Drill	Sunny
December 19, 2022	10:05 a.m./BSS	3 minutes	Security/Lockdown Drill	Partly Sunny
December 19, 2022	1:37 p.m./NMS	5 minutes	Security/Lockdown Drill	Cloudy
December 21, 2022	9:32 a.m./NMS	2 minutes	Fire Drill	Cold, Sunny
*NMS - Nehaunsey Middle School		*BSS - Broad Street School		

3

MONTHLY EVENT OVERVIEW - DECEMBER 2022		
DATE	EVENT	BUILDING
December 14-16, 2022	PTO Holiday Shop	BSS
December 15-16, 2022	Holiday Concert	BSS/NMS
December 19-22, 2022	Spirit Week	BSS/NMS
December 21, 2022	Movie for a Clause Event	NMS
December 22, 2022	Holiday Events/Volleyball Tournament	BSS/NMS
On-going	Charitable Drives	
On-going	NMS Clubs: Chorus; Jazz Band, Drama; Band; PEP Club; Book Club	

4

5

1 C. Student Discipline, Violence/Vandalism, HIB

2
3 1. Student Discipline, Violence/Vandalism and HIB as of **December**
4 **31, 2022:**
5

Infraction/Referrals/Reports	Number of Incidents this Month		2022-2023 Total-To-Date	
	BSS	NMS	BSS	NMS
Detention After School	0	0	0	0
Harassment, Intimidation or Bullying	0	0	5	3
Lunch Detention	12	1	76	27
Out-of-School Suspension (OSS)	0	0	3	4
Restricted Study	2	0	14	6
Violence, Vandalism, Substance Abuse	0	0	0	0

6
7 2. Completed Investigation Reports as of **December 31, 2022:**
8

Case Number	Date of Initial Report	Date Reported to Superintendent	Result of Investigation

9
10 Motion carried by unanimous voice vote.

11
12 **10. SUPERINTENDENT RECOMMENDATIONS**

13
14 Motion: (Herzberg/Vernacchio) to approve the following:

- 15
16 A. The acceptance, with much appreciation and gratitude, the resignation
17 from Rabecca Cotton, effective 60 days from 12/21/22. (Attachment)

18
19 Motion carried by unanimous voice vote.

20
21 Motion: (Vernacchio/Lombardo) to approve the following:

- 22
23 B. The acceptance, with much appreciation and gratitude, the resignation
24 from Melissa Mortimer, effective 60 days from 12/21/22. (Attachment)

25
26 Motion carried by unanimous voice vote.

27
28 Motion: (Vernacchio/Goetaski) to approve the following:
29

1 C. The approval to hire Natalie Fergone as part-time Child Study Team
2 Secretary, 10-month position, effective upon receipt of all new hire
3 documents, including Criminal History Review, at a salary of \$25.00 per
4 hour.

5
6 Motion carried by unanimous roll call vote.

7
8 Motion: (Vernacchio/Lombardo) to approve the following as one, D-J:

9
10 D. The approval of request for use of accrued personal days, above three in
11 a year, from Kathy Seacrist, to be taken on Friday, January 27, 2023 and
12 Wednesday, February 15, 2023. (Attachment)

13
14 E. The approval of request for Course Reimbursement from Miranda
15 Coughlan, Teacher at Nehausey Middle School, for MA program at
16 Rowan University. **Course title, "CRN#21172 - Emerging Technology
17 Tools and the Curriculum"**, to be taken in the Spring of 2023. This is in
18 accordance with G.T.E.A. agreement and Greenwich Township Board of
19 Education policies, regulations, with submission of required documents.

20
21 F. The approval of the following teachers for a Committee on the Selection of
22 New Reading Series, grades K, 1 and 2, at a stipend of \$35.00 per hour
23 not to exceed five (5) hours per teacher, in accordance with G.T.E.A.
24 agreement, pending completion of negotiations:

25
26 Kiley Barker
27 Melissa Mortimer

28
29 G. The approval of request for use of accrued personal day, above three in a
30 year, from Tina Sayers, one-half day to be taken January 3, 2023.
31 (Attachment)

32
33 H. The approval of a new After-School Club, "Gifted & Talented After School
34 Club", for the 2022-02023 school year. The advisor will be Lauren Ernst
35 at a stipend of \$900.00 for the year, prorated, in accordance with G.T.S.D.
36 and G.T.E.A. policies and agreement, pending completion of negotiations.
37 (Attachment)

38
39 I. The approval and acceptance of the Fall 2022 Start Strong District Data.
40 (Attachment)

41
42 J. The approval of After School Special Professional Development program,
43 including one (1) hour targeted professional development seminars.
44 Attending, employed, certificated teaching staff will be paid at the

contractual rate for one (1) hour of attendance, not to exceed two (2) hours per month, per certificated teaching staff member.

Motion carried by unanimous voice vote.

11. CURRICULUM & TECHNOLOGY

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

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

Name/Position	Workshop/Location/Time	Date	Cost
Stacy Podolski, Guidance Counselor	PESI Kids - Self-Regulation Interventions for Children & Adolescents Virtual Webinar	2/3/23	\$219.99
Stacy Podolski, Guidance Counselor	PESI Kids - Section 504 Law Holiday Inn Cherry Hill, NJ	2/10/23	\$219.99 Plus Mileage
Alisa Whitcraft, Principal	NJPSA - Addressing Student Behavior at the Elementary Level 9:00 a.m. - 12:00 p.m. Zoom Meeting	2/16/23	\$100.00
Alisa Whitcraft, Principal	NJPSA - School Climate for Adults: It Matters More than Ever 9:00 a.m. - 12:00 p.m. Zoom Meeting	3/10/23	\$75.00

Motion carried by unanimous voice vote.

12. BUDGET & FINANCE

Motion: (Vernacchio/Lombardo) to approve the following as one, A & B:

- A. The *retroactive* approval of the Addendum to Contract from ESS/Source4Teachers, LLC, for the rate change for the 2022-2023 school year, due to the State of New Jersey increase to the minimum wage, effective January 1, 2023. (Attachment)
- B. The *retroactive* approval of the contract for Special Education Services with Burlington County Special Services School District, effective December 13, 2022, for student #7571319900, \$269.07 per diem, \$713.00

1 plus 7% for transportation and aide per diem, for the remainder of the
2 2022-2023 school year.

3
4 **Andrew Chapkowski** asked about the 7% fee that is being charged on our
5 transportation costs. **Scott Campbell** responded that it is a 7% administrative
6 fee which special services does on transportation. **Mr. Chapkowski** asked
7 why it can't be built into the per diem rate? **Mr. Campbell** said that they have to
8 list it separately. The contractor charges the rate and then special services
9 charges an administrative fee. It has been this way since he started. Now that
10 the costs have gone up, the administrative fee is "more pronounced". **Dr.**
11 **Jennifer Foley-Hindman** wanted to know if we can ask for a flat
12 administrative fee in the next contract? **Mr. Campbell** said it is special services
13 charging the fee; not the contractor. **Dr. Foley-Hindman** asked if we can "fight"
14 with them about it? **Mr. Campbell** responded that they charge it to every district.
15 **Dr. Foley-Hindman** said that while that is true, as the costs go up, the
16 administrative work is still the same. They are getting more money to do the
17 same work. She asked if we can at least ask during the next "go around"? **Mr.**
18 **Campbell** laughingly told **Dr. Foley-Hindman** that at the next Superintendent's
19 roundtable meeting, she can ask them and let him know how that goes. **Susan**
20 **Vernacchio** said everything to do with transportation is substantial but as **Dr.**
21 **Foley-Hindman** pointed out, the gas goes up but the administrative fee shouldn't
22 go up. **Roseanne Lombardo** said she had heard that it is hard to even get new
23 buses because there is a shortage on engines and she heard that from someone
24 at Holcomb. **Mr. Campbell** said you can't even get new buses because they are
25 so backed-up. **Mrs. Vernacchio** said you have to get a new bus after so many
26 years to which **Mr. Campbell** said that it is 15 years before you have to replace a
27 bus; it used to be 12 years.

28
29 Motion carried by unanimous voice vote with Andrew Chapkowski voting no on
30 item A.

31
32 **13. REPORT OF THE SCHOOL BUSINESS ADMINISTRATOR**

33
34 Motion: (Chapkowski/Vernacchio) to approve the following as one, A-C:

35
36 A. Bills Lists

- 37
38 1. The bills as presented by the Business Administrator in the
39 following amounts are ordered paid. (Attachment)

40

Number	Amount
#37-2023	\$160.00
#38-2023	\$33,153.73
#39-2023	\$20,630.17

#40-2023	\$1,751.21
#41-2023	\$1,329.00
Payroll #127-2023	\$280,608.06
TOTAL \$337,632.17	

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B. Voided Checks

- The approval to void the following check(s):

Check#	Vendor	Amount	Account
27387	Maria Santos	\$160.00	Current

C. Student Activities Account

- The approval of the Student Activities Account Monthly Bank Reconciliation for the months of **October 2022** and **November 2022**. (Attachment)

Motion carried by unanimous voice vote.

14. BUILDINGS & GROUNDS

None at this time.

15. OLD BUSINESS

*Strategic Planning - Terri Lewis from New Jersey School Boards did get in touch with **Scott Campbell** and she will be present at the March 21, 2023 Board of Education meeting.*

Scott Campbell said we received another check from the township for the PILOT (Payment In Lieu Of Taxes) program in the amount of \$22,536.13. The total received since January 2018 is \$223,738.71.

16. NEW BUSINESS

None at this time.

1 **17. CORRESPONDENCE**

2
3 No correspondence at this time.
4

5 **18. PUBLIC - AGENDA/NON-AGENDA ITEMS**

6
7 This is the time when anyone from the public who wishes to speak to the Board
8 may do so. Please state your name, address and phone number. The Board will
9 hear your concerns. The Board may or may not take action this evening. You
10 will be notified either at this meeting, by letter or telephone of any action the
11 Board does take.
12

13 In accordance with Board policy and procedures, speakers are not permitted to
14 publicly speak of personal issues involving school personnel, or against any
15 person connected to the school system. Any such concern should be presented
16 to the school or district-level administration so that a proper response may be
17 given.
18

19 No public comment at this time.
20

21 **19. ADJOURNMENT**

22
23 Motion: (Herzberg/Goetaski) to adjourn the meeting at 7:18 p.m.
24

25 Motion carried by unanimous voice vote.
26

27 Respectfully submitted,
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32 _____
33 Scott A. Campbell, Board Secretary
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40 The next Board of Education Regular Meeting is scheduled for Tuesday, February 21,
41 2023 at 6:30 p.m.
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