

1 **OFFICIAL MINUTES**

2  
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held  
4 **Tuesday, November 15, 2022** in the Nehaunsey Middle School library.

5  
6 The meeting was called to order by Vice-President Erin Herzberg at 6:30 p.m.

7  
8 **Roll Call:**

<input type="checkbox"/> Mrs. Susan Vernacchio <b>Absent</b>	<b>CHAIRPERSON: Negotiations</b> Budget & Finance Public Relations & Health and Safety Gloucester County/State Board Association-Alternate
<input checked="" type="checkbox"/> Mrs. Erin Herzberg	<b>CHAIRPERSON: Policy</b> Curriculum & Technology Negotiations Strategic Planning
<input checked="" type="checkbox"/> Mr. Andrew Chapkowski	<b>CHAIRPERSON: Budget &amp; Finance</b> Buildings & Grounds Policy
<input checked="" type="checkbox"/> Mr. John Goetaski	<b>CHAIRPERSON: Strategic Planning</b> Budget & Finance Buildings & Grounds
<input type="checkbox"/> Mrs. Roseanne Lombardo <b>Absent</b>	<b>Gloucester County/State Board Association Representative</b> Paulsboro Board of Education Representative Curriculum & Technology Policy
<input checked="" type="checkbox"/> Mrs. Meghann Myers	<b>CHAIRPERSON: Buildings &amp; Grounds</b> <b>CHAIRPERSON:</b> Public Relations & Health and Safety
<input checked="" type="checkbox"/> Mrs. Fiona Paterna	<b>CHAIRPERSON: Curriculum &amp; Technology</b> Public Relations & Health and Safety Strategic Planning

10 Quorum **YES**

11  
12 Also present were Dr. Jennifer Foley-Hindman, Chief School Administrator and  
13 Mr. Scott A. Campbell, School Business Administrator/Board Secretary

14  
15 As required under the guidelines of the Open Public Meeting Law, notice of this  
16 meeting was sent to **The Courier Post**, and **The Township Clerk**. It was also  
17 posted in the Greenwich Township School Buildings. (Optional: Audiotaping  
18 Regulations – “The proceedings of this meeting are being audiotaped and  
19 anyone wishing to discuss an individual child should so note.”)

20  
21 **FLAG SALUTE**

22  
23 **1. MINUTES**

24  
25 Motion: (Chapkowski/Herzberg) to approve the following minutes:  
26

October 11, 2022 – Regular Meeting

Motion carried by unanimous voice vote.

**2. HIB PRESENTATION**

Mr. John Tirico, Director of Special Services, gave a HIB presentation on 2021-2022 Self-Assessment and 2021-2022 Year End Report for report period #2.

**3. ADMINISTRATIVE/PRINCIPAL REPORTS**

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

**A. School Health Services Monthly Reports**

- 1. The School Health Services Monthly Report as of October 2022 for Broad Street School. (Attachment)
- 2. The School Health Services Monthly Report as of October 2022 for Nehaunsey Middle School. (Attachment)

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

<b>MONTHLY ATTENDANCE - OCTOBER 2022</b>	
Broad Street School	93.7%
Nehaunsey Middle School	95.0%

<b>BROAD STREET ENROLLMENT - OCTOBER 2022</b>	
Grade Pre-K	Total: 41
Grade K	Total: 39
Grade 1	Total: 44
Grade 2	Total: 30
Grade 3	Total: 42
Grade 4	Total: 42
Grade 5	Total: 43
<b>TOTAL ENROLLMENT: 281</b>	

<b>NEHAUNSEY ENROLLMENT - OCTOBER 2022</b>	
Grade 6	Total: 51
Grade 7	Total: 43
Grade 8	Total: 52
<b>TOTAL ENROLLMENT: 146</b>	

1

<b>DATE</b>	<b>TIME/LOCATION*</b>	<b>DURATION</b>	<b>ACTION/DRILL</b>	<b>WEATHER CONDITIONS</b>
October 7, 2022	9:45 a.m./NMS	2 minutes	Routine Fire Drill	Warm, Sunny
October 12, 2022	2:00 p.m./BSS	2 minutes	Routine Fire Drill	Partly Cloudy
October 18, 2022	9:10 a.m./BSS	2 minutes	Lockdown/MERT Drill	Sunny
October 20, 2022	2:30 p.m./NMS	5 minutes	Lockdown/MERT Drill	Cool, Sunny

\*NMS - Nehaussey Middle School      \*BSS - Broad Street School

2

<b>MONTHLY EVENT OVERVIEW - OCTOBER 2022</b>		
<b>DATE</b>	<b>EVENT</b>	<b>BUILDING</b>
10/3/22-10/6/22	Week of Respect	Both
10/19/22	Paulsboro High School Presentation	NMS
10/20/22	GCIT Presentation	NMS
10/25/22	SEL Assemblies	Both
10/27/22	Pumpkin Patch	BSS
10/27/22	NMS Fall Family Fun Night Fundraiser	NMS
10/31/22	Halloween Parade/NMS Band	BSS
On-Going	After School Clubs	NMS

3

4

5

6

7

8

C. Student Discipline, Violence/Vandalism, HIB

1. Student Discipline, Violence/Vandalism and HIB as of October 31, 2022:

<b>Infraction/Referrals/Reports</b>	<b>Number of Incidents this Month</b>		<b>2022-2023 Total-To-Date</b>	
	<b>BSS</b>	<b>NMS</b>	<b>BSS</b>	<b>NMS</b>
Dating Violence	0	0	0	0
Detention After School	0	0	0	0
Harassment, Intimidation or Bullying	2	1	4	3
Lunch Detention	31	8	46	20
Out-of-School Suspension (OSS)	2	1	3	3
Restricted Study	5	3	7	3
Violence, Vandalism, Substance Abuse	0	0	0	0

9

10

11

2. Completed Investigation Reports as of October 31, 2022:

Case Number	Date of Initial Report	Date Reported to Superintendent	Result of Investigation
BSS22-23-1	9/28/22	9/28/22	Not Confirmed
BSS22-23-2	9/28/22	9/28/22	Not Confirmed
BSS22-23-3	10/19/22	10/19/22	Confirmed
BSS22-23-4	10/20/22	10/20/22	Confirmed
NMS22-23-3	10/28/22	10/28/22	Not Confirmed

**Meghann Myers** thought the lunch detentions at Broad Street School were a little high. **Dr. Jennifer Foley-Hindman** agreed and said they may not include the teacher-assigned detentions. She said we have had more discipline problems during the pandemic. Some might be for behavior on the bus but she is optimistic that the problems will be trending downward.

**Fiona Paterna** asked about Progressive Discipline and does the discipline policy go as an infraction for the 1st, 2nd or 3rd incident? **Dr. Foley-Hindman** said there are different categories. If a student has been fighting, that is an automatic OSS (out of school suspension) but if a student being uncooperative during class, that may be a lunch detention. There are different levels.

**Andrew Chapkowski** asked about the Broad Street School attendance and if there were any issues with chronic absenteeism? **Dr. Foley-Hindman** said that we are seeing more absences especially with the triple threat of COVID, flu and RSV. But if a student has COVID and is out for five (5) days, we are not marking that as a chronic absence. We do have students that are absent for no justifiable reason and we have gone to truancy court when it is right and appropriate.

Motion carried by unanimous voice vote.

**4. SUPERINTENDENT RECOMMENDATIONS**

Motion: (Herzberg/Myers) to approve the following:

- A. The approval to hire Linda Krause-Maldonado as a part-time Cafeteria/Playground Aide for Broad Street School, for the 2022-2023 school year, effective upon receipt of all new hire documents, including Criminal History Review, at an hourly rate of \$13.00 per hour.

Motion carried by unanimous roll call vote.

1 Motion: (Paterna/Goetaski) to approve the following:  
2

- 3 B. The approval to hire Linda Krause-Maldonado as Substitute Secretary, for  
4 the 2022-2023 school year, effective upon receipt of all new hire  
5 documents, including Criminal History Review, at an hourly rate of \$15.00  
6 per hour.  
7

8 Motion carried by unanimous roll call vote.  
9

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

- 12 C. The approval to hire Substitute Teacher, Mario Nastasi, effective  
13 immediately upon receipt of all new hire documents, including Criminal  
14 History Review, through June 30, 2023, at a rate of \$125.00 per day, and  
15 upon receipt of appropriate licensing.  
16

17 Motion carried by unanimous roll call vote.  
18

19 Motion: (Chapkowski/Herzberg) to approve the following as one, D-J:  
20

- 21 D. The approval to appoint the following staff members to the School Safety  
22 Team per the Anti-Bullying Bill of Rights (*N.J.S.A. 18A:37-13 et seq.*) for  
23 the 2022-2023 school year, at a stipend of \$35.00 per hour. This is on an  
24 as-needed basis as per the G.T.E.A. agreement.  
25

26 Sean Keane - Teacher  
27 Colleen Moran - School Psychologist  
28

- 29 E. The approval of the 2022-2023 School Nursing Services Plan.  
30 (Attachment)  
31

- 32 F. The *retroactive* approval of request for FMLA from Allison Delaney, for  
33 family medical reasons, effective 10/13/22, utilizing sick time and/or  
34 personal time, in accordance with all programs including FMLA, NJFLA,  
35 G.T.E.A. and Greenwich Township School District policies and  
36 regulations. (Attachment)  
37

- 38 G. The *retroactive* approval of request for FMLA from Lauren Ernst, for  
39 medical reasons, effective 10/26/22, utilizing sick time and/or personal  
40 time, in accordance with all programs including FMLA, NJFLA, G.T.E.A.  
41 and Greenwich Township School District policies and regulations.  
42 (Attachment)  
43  
44  
45

1 H. The approval of request for Course Reimbursement from Sean Keane, for  
 2 Rowan University MA program. Course title, "CRN #21286 - School  
 3 Finance and Records" will be taken in accordance with G.T.E.A.  
 4 agreement and Greenwich Township School District policies and  
 5 regulations, after submission of the required documents.  
 6

7 I. The approval of Katherine Caruso as Title I Teacher for the 2022-2023  
 8 school year. Public salary is \$44,169.00 (pending completion of  
 9 negotiations) and Title I portion is \$28,251.00.  
 10

11 J. The approval of the NJQSAC District Performance Review - School Year  
 12 2021-2022 with the District Information Page Score Summary and  
 13 Declaration Page. (Attachment)  
 14

15 Motion carried by unanimous voice vote.  
 16

17 **5. CURRICULUM & INSTRUCTION**

18 Motion: (Chapkowski/Goetaski) to approve the following as one, A & B:  
 19

20 A. Field Trip

21 1. The approval for the following field trip:  
 22

<b>Grade and/or Group</b>	<b>Destination</b>	<b>Date</b>	<b>Estimated Related Cost Including Transportation</b>
NJHS Read Across America	Shady Lane Day Care/Taco Bell	3/2/23	\$475.00

23 B. Workshops

24 1. The approval for the following individuals to attend out-of-district  
 25 workshops.  
 26

<b>Name/Position</b>	<b>Workshop/Location/Time</b>	<b>Date</b>	<b>Cost</b>
Alisa Whitcraft Principal	<b>School-Based Behavioral Threat Assessment and Management Training</b> NJDOE Virtual	11/17/22	\$0.00
Melissa Mortimer Teacher	<b>Reading Reimagined: Weaving Word Recognition and Language Comprehension for Effective Literacy Instruction</b> Rutgers - Busch Student Center 9:30 a.m. - 2:00 p.m.	12/8/22	\$175.00 Plus Mileage Plus Substitute

John Tirico Child Study Team Director	<b>Special Education Director Toolkit Foundation for Educational Administration</b> Virtual Workshop	11/18/22	\$149.00
Alexa Wright Sarah Wedgwood Teachers	<b>Nurturing Language Composition in Young Writers</b> Matt Glover Rutgers - New Brunswick 9:30 a.m. - 2:00 p.m.	5/25/23	\$175.00 each Plus Mileage Plus Substitutes

Motion carried by unanimous voice vote.

**6. BUDGET & FINANCE**

Motion: (Myers/Paterna) to approve the following as one, A & B:

A. The *retroactive* approval of the contract with Gloucester County Special Services School District and Greenwich Township School District for the following students:

ID#	Tuition Rate	1:1 Aide	Transportation Costs	Estimated Administrative Cost	Total
3723865801	\$44,100.00	\$41,580.00	\$10,757.01	\$752.99	\$97,190.00
4264064031	\$44,100.00	\$41,580.00	\$20,093.49	\$1,406.54	\$107,180.03

B. The *retroactive* approval of Holcomb Bus Aide, effective 11/2/22, on route/bus #86, at the cost of \$100.00 per diem.

Motion carried by unanimous voice vote.

**7. REPORT OF SCHOOL BUSINESS ADMINISTRATOR/BOARD SECRETARY**

Motion: (Herzberg/Chapkowski) to approve the following as one, A-H:

A. Bills Lists

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

Number	Amount
#21-2023	\$150,802.37
#22-2023	\$18,366.66
#23-2023	\$18,602.33

#24-2023	\$332,585.14
#25-2023	\$141,220.75
#26-2023	\$95,990.70
#27-2023	\$18,456.08
#122-2023	\$250,667.57
#123-2023	\$254,287.93
<b>TOTAL: \$1,280,979.53</b>	

1  
2  
3  
4  
5  
  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33

B. Voided Checks

1. The approval to void the following check:

Check#	Vendor	Amount	Account
#27374	L.E.A.P. Academy	\$69,198.00	Current

C. Student Activities Account

1. The approval of the Student Activities Account Monthly Bank Reconciliation for the months of July 2022, August 2022 and September 2022. (Attachment)

D. Board Secretary's Report

1. The acceptance of the Board Secretary's Report for the month of June 2022. 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)

E. Treasurer's Report

1. The approval of the Treasurer's Report in accordance with *18A:17-36* and *18A: 17-9* for the month of June 2022. The Treasurer's Report and the Secretary's Report are in agreement for the month of June 2022. (Attachment)

F. Revenue Certification

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

1 G. Board of Education Certification

- 2  
3 1. The approval of the Board of Education certification for the month  
4 of June 2022, that after review of the Secretary's monthly financial  
5 reports and upon consultation with the appropriate district officials,  
6 that to the best of its knowledge no major accounts or funds have  
7 been over expended in violation of *N.J.A.C. 6A:23A-16.10(c)4* and  
8 that sufficient funds are available to meet the district's financial  
9 obligations for the remainder of the year.

10  
11 H. Transfer List

- 12  
13 1. The ratification of transfers, authorized by the Superintendent, for  
14 the month of June 2022, to give balances to new accounts and to  
15 balance existing accounts. (Attachment)

16  
17 **Andrew Chapkowski** asked how long it will be before we get rid of the storage  
18 containers? **Mr. Scott Campbell** said we have gotten rid of one of them but still  
19 have two (2); one at each school. We do still need them because they keep old  
20 furniture in them.

21  
22 Motion carried by unanimous voice vote.

23  
24 **8. BUILDING & GROUNDS**

25  
26 Motion: (Chapkowski/Herzberg) to approve the following as one, A & B:

- 27  
28 A. The approval of Use of Facilities request from Olympus Youth Football  
29 and Cheer Organization, for cheer practice only at Broad Street School  
30 gymnasium on Wednesdays and Thursdays from 6:00 p.m. - 7:30 p.m.  
31 effective 11/16/22 through 12/2/22.  
32  
33 B. The approval of Use of Facilities request from Paulsboro High School  
34 Boys Basketball, for basketball practice at Nehaunsey Middle School  
35 gymnasium from 3:30 p.m. - 5:30 p.m. on the following dates:

36  
37 January 4, 12, 18, 20, 23, 27, 2023  
38 February 3, 8, 10, 2023

39  
40 Motion carried by unanimous voice vote.

41  
42 Motion: (Chapkowski/Goetaski) to approve the following:

1 C. Resolution - Comprehensive Maintenance Plan

- 2  
3 1. The acceptance of the resolution authorizing submission of the  
4 Comprehensive Maintenance Plan. The Department of Education  
5 requires submission of three-year maintenance plan as part of  
6 NJQSAC.  
7

8 **GREENWICH TOWNSHIP BOARD OF EDUCATION**  
9 **RESOLUTION**  
10 **SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN**

11  
12 **WHEREAS**, the New Jersey Department of Education  
13 requires New Jersey School Districts to submit three-year  
14 maintenance plans documenting "required" maintenance activities  
15 for each of its public school facilities, and  
16

17 **WHEREAS**, the required maintenance activities as listed in  
18 the Comprehensive Maintenance Plan document for the various school  
19 facilities of the Greenwich Township School District are complete and in  
20 compliance with the requirements of *N.J.A.C. 6A:26A-3*, and  
21

22 **WHEREAS**, the Comprehensive Maintenance Plan includes  
23 activities and expenditures, for each school facility, that qualify as required  
24 maintenance pursuant to *N.J.A.C. 6A:26A-2* and are reasonable to keep  
25 school facilities open and safe for use or in their original condition, and to  
26 keep their system warranties valid.  
27

28 **NOW, THEREFORE, BE IT RESOLVED**, that the  
29 Greenwich Township School District hereby authorizes the School  
30 Business Administrator and the School Board President to submit the  
31 2022-2023 Comprehensive Maintenance Plan for the Greenwich  
32 Township School District in compliance with the New Jersey Department  
33 of Education requirements - Attached.  
34

35 **ANNUAL REQUIRED MAINTENANCE BUDGET**

36  
37 The acceptance of the Annual Required Maintenance Budget Amount  
38 Worksheet (Form M-1). This form is used as a tool to help districts  
39 estimate the annual required maintenance budget amount to be submitted  
40 with the district's Comprehensive Maintenance Plan (CMP) - Attached.  
41  
42  
43  
44  
45

1 **MAXIMUM CAPITAL RESERVE STATEMENT**

2  
3 The acceptance of the Maximum Capital Reserve Statement. The  
4 Greenwich Township Public Schools have over 41 projects identified in its  
5 Five-Year Long-Range Facility Plan that have not been identified or  
6 advanced. The projects have an estimated total cost over the five-year  
7 period of \$8,643,500.00. It is estimated that the district may be eligible for  
8 State Debt service of EDA grant funds for these projects in the amount of  
9 \$3,457,400.00. Accordingly, the estimated local share of these projects is  
10 \$5,186,100.00. The local share of amount of \$5,186,100.00 represents  
11 the maximum amount the Greenwich Township Public Schools may  
12 deposit in its capital reserve fund for the 2022-2023 school year.

13  
14 Motion carried by unanimous voice vote.

15  
16 **9. OLD BUSINESS**

17  
18 None at this time.

19  
20 **10. NEW BUSINESS**

21  
22 ***Committee Reports:*** Erin Herzberg said the Policy Committee will be having a  
23 meeting prior to the next Board Meeting, which is on Tuesday, December 13 at  
24 approximately 5:45 p.m.

25  
26 **Meghann Myers** asked if Nehaunsey School has an equivalent of the Bulldog  
27 award that they give out at Broad Street School? **Dr. Foley-Hindman** said we  
28 have Exceed Expectations Award and it is given out in January and June.

29  
30 **11. CORRESPONDENCE**

31  
32 **Mr. Scott Campbell** said a check in the amount of \$3,031.53 was received by  
33 the person who damaged our sign out front several years ago. He had been  
34 making small monthly payments (through the court system) but now paid his debt  
35 off.

36  
37 **12. PUBLIC - AGENDA/NON-AGENDA ITEMS**

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

42  
43 In accordance with Board policy and procedures, speakers are not permitted to  
44 publicly speak of personal issues involving school personnel, or against any  
45 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 No public comment at this time.

5  
6 **13. EXECUTIVE SESSION**

7  
8 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*  
9 *6, et seq.*, which provides that an Executive Session, not open to the public, may  
10 be held for certain specified purposes when authorized by Resolution. The  
11 Board of Education for Greenwich Township, assembled in public session on  
12 **November 15, 2022**, hereby resolves that an Executive Session closed to the  
13 public shall be held on **November 15, 2022 at 7:38 p.m.** in the Nehaunsey  
14 Middle School library, located at 415 Swedesboro Road, Gibbstown, New Jersey,  
15 for discussion of certain matters which relate to items authorized by *Open Public*  
16 *Meetings Act, (N.J.S.A. 10:4-12b)* to be discussed in closed session.

17  
18 Motion: (Herzberg/Chapkowski) to enter into Executive Session at 7:38  
19 p.m. to discuss the following:  
20

<input checked="" type="checkbox"/>	Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: <b>Special Education costs, programs, contracts and costs</b>
<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 checked="" type="checkbox"/>	Matters concerning negotiations, and specifically: <b>Status update</b>
<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 type="checkbox"/>	Matters involving quasi-judicial deliberations, and specifically:

21

1 It is anticipated that such matters may be disclosed to the public upon the  
2 determination of the Board that applicable exception no longer applies and the  
3 public interest will no longer be served by such confidentiality.  
4

5 Motion carried by unanimous voice vote.  
6

7 Motion: (Chapkowski/Goetaski) to adjourn the Executive Session and  
8 return to the Regular Meeting at 8:15 p.m.  
9

10 Motion carried by unanimous voice vote.  
11

12 **14. ADJOURNMENT**  
13

14 Motion: (Herzberg/Goetaski) to adjourn the meeting at 8:16 p.m.  
15

16 Motion carried by unanimous voice vote.  
17  
18  
19

20 Respectfully Submitted,  
21  
22

23  
24  
25  
26 \_\_\_\_\_  
27 Scott A. Campbell, Board Secretary  
28  
29

30 *\*\*Next Board of Education Regular Meeting is scheduled for Tuesday, December*  
31 *13, 2022, at 6:30 p.m.*  
32  
33  
34