

1 **OFFICIAL MINUTES**

2
3 of the **REGULAR MEETING** of the Greenwich Township Board of Education held
4 **Monday, August 9, 2021** in the Nehaussey Middle School library.

5
6 The meeting was called to order by President Gerald Michael at 6:31 p.m.

7
8 **Roll Call:**

9

<input checked="" type="checkbox"/> Mr. Gerald Michael	Greenwich Representative to Paulsboro Board of Education Budget & Finance Committee Curriculum/Technology Committee Negotiation Committee Personnel Committee
<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"/> Mr. Chad Kent	Chairperson: Curriculum/Technology Committee Buildings & Grounds Committee Negotiations Committee Personnel Committee
<input type="checkbox"/> Mrs. Meghann Myers Absent	Chairperson: Buildings & Grounds Committee Public Relations Committee Strategic Planning Committee
<input type="checkbox"/> Mrs. Susan Vernacchio Absent	Chairperson: Negotiations Committee Budget & Finance Committee Public Relations Committee Alternate Delegate to Gloucester County & State Board Associations Personnel Committee

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: Videotaping
18 Regulations – “The proceedings of this meeting are being videotaped and
19 anyone wishing to discuss an individual child should so note.”)

1 Absent:

2
3 Meghann Myers
4 Susan Vernacchio
5

6 **FLAG SALUTE**

7
8 **2. MINUTES**

9
10 Motion: (Chapkowski/Kent) to approve the following minutes:

11
12 June 14, 2021 – Regular Meeting
13 June 14, 2021 – Executive Session
14

15 Motion carried by unanimous voice vote with President Gerald Michael
16 abstaining.
17

18 **3. ADMINISTRATIVE/PRINCIPAL REPORTS**

19
20 Motion: (Chapkowski/Kent) to approve the following as one, A-C:

21
22 A. School Health Services

- 23
24 1. School Health Services report as of **June 11, 2021** for Broad Street
25 School. (Attachment)
26
27 2. School Health Services report as of **June 11, 2021** for Nehaunsey
28 Middle School. (Attachment)
29

30 B. Monthly Attendance, Enrollment, Drills and Monthly Overview:
31

MONTHLY ATTENDANCE – JUNE 2021

Broad Street School	96.3 %
Nehaunsey Middle School	92.3 %

BROAD STREET SCHOOL ENROLLMENT – JUNE 2021

Grade Pre-K	Total: 7
Grade K	Total: 23
Grade 1	Total: 40
Grade 2	Total: 32
Grade 3	Total: 39
Grade 4	Total: 50
Grade 5	Total: 39

TOTAL ENROLLMENT: 230

NEHAUNSEY MIDDLE SCHOOL ENROLLMENT – JUNE 2021	
Grade 6	Total: 50
Grade 7	Total: 50
Grade 8	Total: 40
TOTAL ENROLLMENT: 140	

1

Date	Time/Location*	Duration	Action/Drill	Weather
June 9, 2021	10:00 a.m./BSS		Shelter-in-Place/Lockdown	N/A
June 9, 2021	1:30 p.m./BSS		Fire Drill	N/A
June 10, 2021	10:45 a.m./NMS	30 minutes	Lockdown Drill	Class to Class visit and situational review. Hot, sunny
June 18, 2021	12:15 p.m./NMS	2 minutes	Fire Drill	Alarm tested; announcement made not to evacuate
July 6, 2021	BSS	2 minutes	Extended School Year-Fire Drill	No evacuation of the students; review of procedures
July 6, 2021	BSS	2 minutes	Extended School Year-Security Drill	Review of procedures
July 28, 2021	BSS	2 minutes	Summer Camp 2021 – Fire Drill	No evacuation of students; review of procedures
July 28, 2021	BSS	2 minutes	Summer Camp 2021 – Security Drill	Review of procedures

*BSS – Broad Street School NMS – Nehaunsey Middle School

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C. Student Discipline, Violence/Vandalism and HIB

1. The approval of the Student Discipline, Violence/Vandalism and HIB as of **June 11, 2021**:

Infractions Referrals Reports	Number of Incidents June 2021		2020-2021 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	0	1	1
Lunch Detention	0	0	0	0
Out-School-Suspension (OSS)	1	0	1	2
Restricted Study	0	0	0	1
Violence, Vandalism, Substance Abuse	0	0	0	0

8

1 2. The approval of the completed investigation reports as of **June 30,**
2 **2021:**
3

Case Number	Date of Initial Report	Date Reported to Superintendent	Result of Investigation
BS 20-2021	June 9, 2021	June 10, 2021	Confirmed

4
5 Motion carried by unanimous voice vote.
6

7 **4. SUPERINTENDENT RECOMMENDATIONS**
8

9 Motion: (Kent/Chapkowski) to approve the following as one, A-D:
10

11 A. The approval for salary adjustment for Bethanne Barousse, Teacher at
12 Nehaunsey Middle School, to D, MA+15, effective 9/1/21, \$57,450.00 for
13 the 2021-2022 school year; this would be in accordance with the G.T.E.A.
14 agreement and the Greenwich Township Board of Education.
15 (Attachment)
16

17 B. The approval for salary adjustment for Andrew Mettler, Teacher at
18 Nehaunsey Middle School, to J, MA+15 effective 9/1/21, \$69,870.00 plus
19 \$400.00 longevity, for a total of \$70,270.00, for the 2021-2022 school
20 year; this would be in accordance with the G.T.E.A. agreement and the
21 Greenwich Township Board of Education. (Attachment)
22

23 C. The approval for salary adjustment for Suzanne Pezzino, Teacher at
24 Broad Street School, from BA+15 to MA, Step O, effective 9/1/21,
25 \$86,670.00 plus \$800.00 longevity, for a total of \$87,470.00, for the 2021-
26 2022 school year; this would be in accordance with the G.T.E.A.
27 agreement and the Greenwich Township Board of Education.
28 (Attachment)
29

30 D. The approval for the following staff to participate in the PreSchool and
31 Kindergarten orientation for parents/students, on August 31, 2021, from
32 10:00 a.m. – 11:00 a.m., at a stipend of \$35.00 per hour, for one hour:
33

Kiley Barker	Stephanie Beckett	Janet Geary
Catrina Laster	Susan Pipczynski	Tara Reale
Kathy Seacrist		

37
38 Motion carried by unanimous roll call vote.
39
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41
42

1 Motion: (Chapkowski/Lombardo) to approve the following:
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- 3 E. The approval for the appointment of Andrew Stetser, currently a summer
4 custodian at Greenwich Township School District, as a Substitute
5 Custodian for the 2021-2022 school year at an hourly rate of \$13.00.
6

7 Motion carried by unanimous roll call vote.
8

9 Motion: (Chapkowski/Kent) to approve the following:
10

- 11 F. The approval to hire Maria Angelini as Broad Street School Secretary, at
12 an annual salary of \$46,937.00, Step 19, pending receipt of all new hire
13 documents including Criminal History Review, with an effective date of
14 August 11, 2021.
15

16 Motion carried by unanimous roll call vote.
17

18 Motion: (Chapkowski/Kent) to approve the following:
19

- 20 G. The approval to accept, with gratitude for 12 years of service, the
21 resignation letter from Vanessa Gottesfeld, Special Education Teacher at
22 Broad Street School, along with her request to be released earlier than the
23 required 60-day notice as per the G.T.E.A. agreement, approved with an
24 effective date of August 30, 2021, 30-day notice. (Two Attachments)
25

26 Motion carried by unanimous roll call vote.
27

28 Motion: (Kent/Chapkowski) to approve the following:
29

- 30 H. The approval to hire Deborah Laird as a long-term substitute fully New
31 Jersey Certificated Guidance Counselor at Broad Street School for the
32 2021-2022 school year, at an annual salary of \$61,670.00, Step G, MA,
33 prorated, effective September 1, 2021 – June 30, 2022, pending receipt of
34 all new hire documents including Criminal History review.
35

36 Motion carried by unanimous roll call vote.
37

38 Motion: (Kent/Chapkowski) to approve the following as one, I-N:
39

- 40 I. The approval of the following staff to host Rowan University students for
41 their clinical practices I and II, for the 2021-2022 school year:
42

43 DJ Haney Steve Wehrle Christina Gori Carlyn Exley
44

- 1 J. The approval of Bethanne Barousse and Andrew Mettler, teachers at
 2 Nehaunsey Middle School, to conduct their Practicum I and Practicum II
 3 during the 2021-2022 school year under the guidance of Dr. Jennifer
 4 Foley-Hindman, CSA. This is part of their Master’s program in
 5 Educational Leadership through Rowan University.
 6
- 7 K. The approval for Michael Grelli, as Yearbook/Video advisor, *retroactive* for
 8 2020-2021 and for 2021-2022 school year, at a stipend of \$750.00 per
 9 year.
 10
- 11 L. The approval for submission acknowledgement by Mrs. Alisa Whitcraft, of
 12 the FY 2022 E.S.E.A. (Elementary and Secondary Education Act)
 13 Consolidated Subgrant application to the NJDOE.
 14
- 15 M. The approval of Curriculum for the 2021-2022 school year. These are
 16 available for viewing in the Superintendent’s Office.
 17
- 18 N. The approval of Janet Jachimowicz-Geary as E.S.E.A. Title I teacher for
 19 the 2021-2022 school year at a salary of \$93,344.00, of which \$28,305.00
 20 is paid through E.S.E.A. Title I funds.
 21

22 Motion carried by unanimous roll call vote.

23
 24 **5. POLICY/REGULATIONS**

25
 26 Motion: (Lombardo/Kent) to approve the following policies/regulations on
 27 first reading:
 28

Number	Type/Section	Title	1 st Reading	2 nd Reading
P 0131	R - Bylaws	Bylaws, Policies and Regulations	X	
P 2421	R - Program	Career and Technical Education	X	
P 3134	R – Teaching Staff Members	Assignments of Extra Duties	X	
P & R 3142	R – Teaching Staff Members	Non-renewal of Non-tenured Teaching staff member	X	
P & R 3221	M & R – Teaching Staff Members	Evaluation of Teaching Staff Members	X	
P & R 3222	M & R – Teaching Staff Members	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators	X	
P & R 3223	M & R – Teaching Staff Members	Evaluation of Administrators, Excluding Principals, Vice-Principals, and Assistant Principals	X	
P & R 3224	M & R – Teaching Staff Members	Evaluation of Principals, Vice-Principals, Assistant Principals	X	
P & R 4146	R – Support Staff Members	Non-renewal of Non-tenured Support Staff Member	X	

P & R 5460.02	M & N – Students	Bridge Year Pilot Program	X	
P & R 6471	M & R – Finances	School District Travel	X	
P 8561	M & R – Operations	Procurement Procedures for School Nutrition Programs	X	

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2 Motion carried by unanimous roll call vote.

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4 **6. BUDGET & FINANCE**

5
6 Motion: (Lombardo/Kent) to approve the following as one, A-J:

- 7
8 A. The *retroactive* approval of the Non-public Services Agreement for
9 Chapters 192/193 between Gloucester County Special Services School
10 District and the Greenwich Township Board of Education, effective July 1,
11 2021 to June 30, 2022, with both the agreement and resolution attached
12 for execution.
13
14 B. The approval of contract with Commission for the Blind and Visually
15 Impaired for the 2021-2022 academic school year, for student
16 #4712839826, effective September 1, 2021 to June 30, 2022, at a cost of
17 \$2,200.00.
18
19 C. The *retroactive* approval of the ESY 2021 Summer Joint Transportation
20 Agreement between Gateway Regional Board of Education (Host) and the
21 Greenwich Township Board of Education (Joiner) for the transportation of
22 nine (9) students to the Broad Street School ESY Program, at a cost of
23 \$5,837.88, which may be adjusted based on changes to the route.
24
25 D. The *retroactive* approval of the agreement with Gloucester County Special
26 Services School District to provide Additional Remedial Services for Non-
27 public I.D.E.A. students for the 2021-2022 school year, effective July 1,
28 2021 to June 30, 2022, in the amount of \$25,635.00. (Attachment)
29 E. The *retroactive* approval of the agreement with Gloucester County Special
30 Services School District to provide Chapter 226 Non-public Nursing
31 Services for the 2021-2022 school year, effective July 1, 2021 to June 30,
32 2022. (Attachment)
33
34 F. The *retroactive* approval of a \$62,373.44 Board of Education contribution
35 towards the Food Service account for the 2020-2021 school year.
36
37 G. The approval of the Memorandum of Understanding/Agreement between
38 Acenda, Inc. and Greenwich Township School District, effective
39 September 1, 2021 to June 30, 2022, in the amount of \$28,400.00, to
40 provide counseling, collaboration and consultation services. (Attachment)

1 H. The approval of the Joint Transportation Agreement between Gateway
2 Regional Board of Education and the Greenwich Township Board of
3 Education for the 2021-2022 school year regarding the bus route:

4
5 Bus Route: GPS1

6 Schools: PreSchool – Broad Street School

7 Contractor: Gateway Regional Board of Education
8

9 I. The approval for the Greenwich Township School District to authorize the
10 submission of the I.D.E.A. application for Fiscal Year 2022 and accepts
11 the grant award of the funds upon subsequent approval of the FY 2022
12 ID.E.A. application.
13

14 *Approval of basic P.L. 108-446 I.D.E.A. Part B Funds held by the State
15 Department of Education for apportionment to districts for special projects
16 for disabled children. FY 2022 Award Amount: \$158,367.00.*

17 *Approval of PreSchool aged 3-5 P.L. 108-446 (Section 619) I.D.E.A. Part
18 B. Funds for demonstration projects for disabled PreSchool children three
19 (3) through five (5) years of age as of October 1 of each year. FY 2022
20 Award Amount: \$9,948.00.*
21

22 J. The approval for the Greenwich Township School District to authorize the
23 submission of the I.D.E.A. American Rescue Plan Act of 2021 (Public Law
24 117-2) application for Fiscal Year 2022 and accepts the grant award of the
25 funds upon subsequent approval of the FY 2022 I.D.E.A. ARP application.
26

27 *Approval of Basic P.L. 108-446 I.D.E.A.-ARP Part B. Funds held by the
28 State Department of Education for apportionment to districts for special
29 projects for disabled children. FY2022 Award Amount: \$22,214.00, of
30 which \$3,786.00 is for Non-public schools. Approval of PreSchool aged 3-
31 5 P.L. 108-446 (Section 619) I.D.E.A.-ARP Part B. Funds for
32 demonstration projects for disabled preschool children three (3) through
33 five (5) years of age as of October 1 of each year. FY2022 Award
34 Amount: \$1,891.00.*
35

36 **Andrew Chapkowski** asked about Nutri-Serve and if they are operating with a
37 loss? Is that to make up for the fact that students weren't buying lunch? **Scott
38 Campbell** responded no they did not work in the negative; we run everything
39 through our food services; maintenance, maintenance repairs, equipment.
40

41 **Erin Herzberg** asked if Acenda was for student support or faculty support? **Dr.
42 Jennifer Foley-Hindman** said it is for student support; therapeutic counseling.
43 The faculty support is through E.A.C.
44

45 Motion carried by unanimous roll call vote.

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

2
3 Motion: (Chapkowski/Kent) to approve the following as one, A-C:

4
5 A. The bills as presented by the Business Administrator in the following
6 amounts are ordered paid. (Attachment)
7

Number	Amount
#91-2021	\$18,176.03
#92-2021	\$503.51
#93-2021	\$21,512.74
#94-2021	\$165,217.83
#95-2021	\$5,439.77
#96-2021	\$858.15
#97-2021	\$71,570.98
#98-2021	\$62,373.44
#99-2021	\$19,952.51
#100-2021	\$91,907.57
#101-2021	\$40,540.86
#102-2021	\$55,880.54
#103-2021	\$20,196.04
#1-2022	\$108,994.40
#2-2022	\$3,540.58
#3-2022	\$122,028.28
#4-2022	\$4,175.29
#5-2022	\$129,744.47
#6-2022	\$795.63
	TOTAL \$943,408,62

8
9 B. Voided Checks

10
11 1. The approval to void the following checks:
12

Check#	Vendor	Amount	Account	Reason
26088	Northeast Electrical Svcs	\$3,800.00	Current	Incorrect amount entered

13
14 C. Student Activities Account

15
16 1. The approval of the Student Activities Account monthly bank
17 reconciliation for the month of June, 2021. (Attachment)
18

1 Motion carried by unanimous voice vote.
2

3 **8. BUILDINGS & GROUNDS**
4

5 Motion: (Kent/Chapkowski) to approve the following as one, A & B:
6

7 A. The approval of request for Use of Facilities from Gibbstown Youth
8 Volleyball to use the Broad Street School and Nehaunsey Middle School
9 gymnasiums from September 7, 2021 to November 12, 2021 for volleyball
10 practice and games on Tuesdays, Wednesdays and Thursdays from 5:30
11 p.m. – 8:30 p.m.
12

13 B. The approval of request for Use of Facilities from Gibbstown Cheerleading
14 to use the Broad Street School playground area, (inside depending on
15 weather and availability) from September 7, 2021 to November 19, 2021
16 on Mondays through Thursdays from 6:00 p.m. – 7:30 p.m.
17

18 Motion carried by unanimous voice vote.
19

20 **9. OLD BUSINESS**
21

22 None at this time.
23

24 **10. NEW BUSINESS**
25

26 None at this time.
27

28 **11. PUBLIC – AGENDA/NON-AGENDA ITEMS**
29

30 This is the time when anyone from the public who wishes to speak to the Board
31 may do so. Please state your name, address and phone number. The Board will
32 hear your concerns. The Board may or may not take action this evening. You
33 will be notified either at this meeting, by letter or telephone of any action that the
34 Board does take.
35

36 In accordance with Board policy and procedures, speakers are not permitted to
37 publicly speak of personal issues involving school personnel, or against any
38 person connected to the school system. Any such concern should be presented
39 to the school or district-level administration so that a proper response may be
40 given.
41

42 *Alyson Martorana, 34 South Home Avenue, Gibbstown, NJ asked how the*
43 *school will be doing recess? Dr. Foley-Hindman said she is still waiting on*
44 *guidance for the playground equipment. Towards the end of the school year we*
45 *were given guidance that is didn't need to be sprayed with the machines in-*

1 between use. We believe once the children are outside, they do not need to
2 wear masks and they can play more traditionally.

3 **Ms. Martorana** then asked about the desk shields and desks being three-feet
4 apart; will the students be able to remove their masks? **Dr. Foley-Hindman** said
5 they will be able to remove their masks once they are behind their shields. Much
6 of this is based on the information we have at this time and we will have to adjust
7 accordingly. **Ms. Martorana** then asked if the students will be switching classes?
8 **Dr. Foley-Hindman** said that for Grades K-2, they do not switch class. Grades
9 3-5 have a limited amount of switching; it is more restricted. Grades 6-8 will
10 switch class in a more traditional way. **Ms. Martorana** asked about Hybrid
11 classes. **Dr. Foley-Hindman** said all students will report to school five (5) days a
12 week with normal school hours.

13
14 **12. EXECUTIVE SESSION**

15
16 Pursuant to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-*
17 *6, et seq.*, which provides that an Executive Session, not open to the public, may
18 be held for certain specified purposes when authorized by Resolution. The
19 Board of Education for Greenwich Township assembled in public session on
20 **August 9, 2021**, hereby resolves that an Executive Session, closed to the public
21 shall be held on **August 9, 2021**, at **6:57 p.m.** in the Nehaunsey Middle School
22 library located at 415 Swedesboro Road, Gibbstown, New Jersey for discussion
23 of certain matters which relate to items authorized by *Open Public Meetings Act,*
24 *(N.J.S.A. 10:4-12b)* to be discussed in closed session.

25
26 Motion: (Chapkowski/Vernacchio) to enter Executive Session to discuss the
27 following:
28

<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 checked="" type="checkbox"/>	Matters concerning negotiations, and specifically: Grievance regarding working a full day on June 11, 2021, last day of school for students. Grievance regarding holiday schedule for Custodian/Maintenance staff
<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:

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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: (Chapkowski/Michael) to adjourn the Executive Session at 7:45 p.m. and return to the Regular Meeting.

Motion carried by unanimous voice vote.

13. ADJOURNMENT

Motion: (Kent/Chapkowski) to adjourn the meeting at 7:46 p.m.

Motion carried by unanimous voice vote.

Respectfully Submitted,

Scott A. Campbell, Board Secretary

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