

West Deptford Middle School
675 Grove Road
West Deptford, NJ 08066-1999
January 6, 2014

The Reorganization Meeting of the Board of Education of the Township of West Deptford was held at the above date and place at 7:00pm.

The meeting was called to order by William H. Thompson, Assistant Superintendent for Business/Board Secretary, followed by the Pledge of Allegiance and a Moment of Silence.

Mr. Thompson, Assistant Superintendent for Business/Board Secretary, announced: Notice of this meeting has been provided by letter dated 12 December 2013 to the Gloucester County Times, Camden Courier Post and the West Deptford Municipal Clerk. Public notice was also posted in the West Deptford Municipal Building on 12 December 2013.

In Attendance

Mrs. Ginny Brockway
Mrs. Kate Cargill
Ms. Cheryl Carroll
Mr. Steven Catando
Mrs. Lisa Eckley
Dr. Brian Gotchel
Mr. Peter Guzzetti
Mr. David Kline
Dr. Thomas Lee

Absent

Also present: Kevin A. Kitchenman, Superintendent
William H. Thompson, Assistant Superintendent for Business/Board Secretary

REORGANIZATION MEETING AGENDA ITEMS

1. Board Secretary administered the oath of office to newly-elected members.

Cheryl Carroll
3-Year Term

Steven Catando
3-Year Term

Lisa Eckley
3-Year Term

2. Motion by Brockway, seconded by Gotchel to approve adopting Robert's Rules of Order to be used in the conduct of the meetings.

Motion carried unanimously.

REORGANIZATION MEETING AGENDA ITEMS – continued

3. Motion by Brockway, seconded by Kline to open for nominations for President of the Board.

Motion carried unanimously.

- Mrs. Brockway nominated Kate Cargill.

4. Motion by Guzzetti, seconded by Kline to close the nominations for President.

Motion carried unanimously.

5. Board roll call vote for President.

Roll Call Vote:

Yes: Lee, Brockway, Cargill, Carroll, Catando, Eckley, Gotchel, Guzzetti, Kline

No: ---

Abstain: ---

6. Mrs. Cargill, President, assumed chair of meeting.

7. Motion by Lee, seconded by Guzzetti to open for nominations for Vice-President.

- Dr. Lee nominated David Kline.

8. Motion by Brockway, seconded by Guzzetti to close the nominations for Vice-President.

Motion carried unanimously.

9. Board roll call vote for Vice-President.

Roll Call Vote:

Yes: Lee, Brockway, Cargill, Carroll, Catando, Eckley, Gotchel, Guzzetti, Kline

No: ---

Abstain: ---

REORGANIZATION MEETING AGENDA ITEMS – continued

10. Motion by Eckley, seconded by Kline to approve holding the regular meetings on the second and fourth Monday of each month in the West Deptford Middle School Library, 675 Grove Road, West Deptford, N.J. at 7:00pm (unless otherwise noted) as listed below. (When the second or fourth Monday coincides with a school holiday, the Regular Meeting will be held at the normally scheduled hour on the next following school day.)

Workshop Meeting/ Action May be Taken	Action Meeting
	January 27, 2014
February 10, 2014	February 24, 2014
March 10, 2014	March 24, 2014
	April 14, 2014 (2 nd Monday)
May 12, 2014	May 27, 2014 (Tuesday)
June 9, 2014	June 23, 2014
	July 21, 2014 (3 rd Monday)
August 11, 2014	August 25, 2014
September 8, 2014	September 22, 2014
October 14, 2014 (Tuesday)	October 27, 2014
November 10, 2014	November 24, 2014
	December 15, 2014 (3 rd Monday)
	January 5, 2015 (1 st Monday) <i>Reorganization Meeting</i>

Motion carried unanimously.

11. Motion by Eckley, seconded by Kline to approve establishing that policies of the West Deptford Board of Education Policy Manual continue to be official policies of the Board of Education.

Motion carried unanimously.

12. The President appointed Mr. David Kline as representative to the New Jersey School Boards Association.
13. The President appointed Dr. Thomas Lee as representative to the Gloucester County School Boards Association.
14. Motion by Brockway, seconded by Guzzetti to approve the selection of the Gloucester County Times as the official newspaper of the West Deptford Board of Education and the Courier Post as the additional newspaper for Sunshine Law purposes.

Motion carried unanimously.

REORGANIZATION MEETING AGENDA ITEMS – continued

15. Motion by Kline, seconded by Eckley to approve establishing that job descriptions contained in the West Deptford Job Description Database continue to be the official job descriptions of the Board of Education for the 2014-2015 school year.

Motion carried unanimously.

Motion by Eckley, seconded by Gotchel to approve the minutes of December 16, 2013, Regular Meeting.

Motion carried 6-0-3.
(Abstain-Brockway, Carroll, Catando)

COURTESY EXTENDED TO VISITORS

SUPERINTENDENT'S REPORT

- HIB Report
- Random Drug Test

GENERAL BUSINESS

A. **FINANCE** – **GUZZETTI**, Brockway, Cargill

1. Motion by Guzzetti, seconded by Brockway to approve the regular bill list of January 6, 2014 totaling \$4,733.05, with funds available as documented in the Board Office, pending final review by the Finance Committee Chairperson.

Motion carried unanimously.

2. Motion by Guzzetti, seconded by Brockway to approve the following expenditures for workshops and travel expenses.

EMPLOYEE	WORKSHOP	DATE	TOTAL COST
Pilarz, Kathleen	Member of Autism Panel	01/08/2014	No Cost
Seeley, Michael	NJSIAA Tennis Clinic	01/10/2014	\$185.00
Buyser, Jennifer	Reading Curriculum Writing	01/17/2014	\$95.00
Riggs, Lauren	Reading Curriculum Writing	01/17/2014	\$95.00
Sandy, Laura	Reading Curriculum Writing	01/17/2014	\$95.00
Sherman, Heather	Curriculum Writing	01/17/2014	\$95.00
Wernig, Donald	Curriculum Writing	01/17/2014	\$95.00
Bosco, Tara	Meeting with G&T Teacher from Wash. Twp.	01/28/2014	No Cost
Cohen, Jonathan	I&RS Workshop	02/18/2014	No Cost
Dupper, Kimberly	PBSIS Meeting	02/18/2014	\$47.50
Davis, Jody	BER Co-Teaching Workshop	03/12/2014	\$304.00
Holloway, Julia	BER Co-Teaching Workshop	03/12/2014	\$304.00
Stuart, Jennifer	BER Co-Teaching Workshop	03/12/2014	\$304.00

A. **FINANCE** – continued

3., continued

EMPLOYEE	WORKSHOP	DATE	TOTAL COST
Breece, Bridgette	Exceptional Children Convention	04/10/2014	\$95.00
Corbitt, R. Karry	SGO Workshop	01/22/2014	No Cost
Yerkes, William	South Jersey Chorus	01/09/2014	\$95.00
Baldwin, Kathleen	Advanced Math Planning	01/10/2014	\$95.00
Huepfel, Kristy	Advanced Math Planning	01/10/2014	No Cost
Ardito, Patricia	What Every Educator Should know	01/17/2014	\$234.00
Quindlen, Ellen	NJCTAG Workshop	01/27/2014	No Cost
Campana, Margaret	Math Curriculum	01/28/2014	\$95.00
Dahl, Suzanne	Math Curriculum	01/28/2014	\$95.00
Lyons, Stacey	Math Curriculum	01/28/2014	\$95.00

B. **CURRICULUM** – Lee & Guzzetti

1. Motion by Lee, seconded by Guzzetti to approve 7th and 8th Grade ROGATE students to attend an academic lecture "Secrets of King Tut's Tomb" at Camden County College, Blackwood, New Jersey, on April 10, 2014, from 9:15am to 1:15pm, to be supervised by Richard Cottone and Monica Quinlan-Dulude; transportation costs have been budgeted for this activity.

Motion carried unanimously.

C. **TEACHERS & PERSONNEL** – Cargill, Kline, Guzzetti

The following motions have been recommended by the Superintendent of Schools.

1. Motion by Kline, seconded by Guzzetti to approve Elaine Buzby becoming a permanent substitute custodian and to establish compensation for services at \$14.05 for up to 29 hours per week and additional hours after 29 is \$85 per day.

NOTE:

1. Elaine Buzby is currently an approved substitute custodian for the District; as such, she does not require Emergent Hiring.
2. Elaine Buzby will be replacing Adam Riendeau.

Motion carried unanimously.

C. **TEACHERS & PERSONNEL** – continued

2. Motion by Kline, seconded by Guzzetti to approve the following personnel as mentor team for newly-hired teacher Christine Spadano La Paligia, Green-Fields Substitute Replacement Teacher, who possesses a Certificate of Eligibility w/Advanced Standing; at no cost to the Board of Education.

Mentor Team

Karry Corbitt, Principal

Elise Wajid, Mentor Teacher

K. O’Neil, Ed.D., Chief Academic Officer

NOTE:

As per the latest regulations from the SDOE, the provisionally-certified teacher will be responsible for payment to the mentor in the amount of \$550.

Motion carried unanimously.

3. Motion by Kline, seconded by Guzzetti to retroactively approve an amendment to the October 15, 2013 motion for Cheryl Ungemach, Red Bank LPC Aide, for a medical leave of absence to be extended through January 31, 2014.

NOTE:

Back-up was available.

Motion carried unanimously.

4. Motion by Kline, seconded by Guzzetti to amend the motion of November 11, 2013 to approve the medical leave of absence for Jim Graham, High School Special Education Teacher, commencing September 16, 2013 and returning to work on **January 2, 2014**, during which time her sick leave will be utilized.

Motion carried unanimously.

5. Motion by Kline, seconded by Guzzetti to amend the August 26, 2013 approving the request of Mrs. Castone for a 12-week leave of absence under the provisions of the Family Leave Act immediately following her maternity leave of absence commencing October 4, 2013 and returning to work on **January 7, 2014**.

Motion carried unanimously.

6. Motion by Kline, seconded by Guzzetti to approve Sue Iraldi as the Young Eagles Program Clerk and to establish compensation for services at 29 hours per week; 10 months with an additional 100 hours in the summer; \$20,000 per year; without benefits; salary to be provided by the Young Eagles Program.

NOTE:

1. Mrs. Iraldi is currently an LPC Aide at the High School and does not require emergent hiring.
2. Back-up was available.

Motion carried unanimously.

C. **TEACHERS & PERSONNEL** – continued

7. Motion by Kline, seconded by Guzzetti to approve the following substitute instructional/non-instructional aide for the 2013-2014 school year, pending completion of all district and state requirements:

Petito, Alyssa C.

NOTE:

Ms. Petito is currently a substitute teacher for the District; as such, she does not require emergent hiring.

Motion carried unanimously.

D. **NEGOTIATIONS, PUPIL PLACEMENT, PROGRESS & WELFARE** – CARGILL, Brockway, Gotchel

1. Motion by Brockway, seconded by Gotchel to affirm that the West Deptford Board of Education is in receipt of the District Harassment, Intimidation and Bullying monthly report as presented by the Superintendent, and is in agreement with all actions taken in regard to the incidents reported at the January 6, 2014 meeting of the Board of Education.

Motion carried unanimously.

2. Motion by Brockway, seconded by Gotchel to approve, retroactive to November 1, 2013; 10 hours of home instruction weekly for Student ID#13637; classified Eligible for Special Education and Related Services – ED; services to be provided by West Deptford Staff; reimbursement for services rendered to be at a rate of \$44 per hour.

NOTE:

This is a budgeted expense.

Motion carried unanimously.

3. Motion by Brockway, seconded by Gotchel to retroactively approve contracting with Gloucester County Special Services School District – CRESS for the following in-home services for Student ID#1751 classified as Eligible for Special Education and Related Services – AUT, Autism Support Educational Consultation Services effective November 1, 2013 through June 30, 2014 at \$110 per hour; up to 40 hours; for a total of \$4,400.

NOTE:

This is a budgeted expense.

Motion carried unanimously.

D. **NEGOTIATIONS, PUPIL PLACEMENT, PROGRESS & WELFARE** – continued

4. Motion by Brockway, seconded by Gotchel to retroactively approve contracting with Gloucester County Special Services School District – CRESS for Student ID#1756 classified as Eligible for Special Education and Related Services – MD, for an Initial Home Services Assessment at \$690.00 and in-home Autism Support Educational Consultation Services effective December 2, 2013 through June 30, 2014 at \$110.00 per hour; up to 5 hours per week; 25 weeks; 125 hours; for a total of \$13,750.00; with a grand total of \$14,440.00.

NOTE:

This is a budgeted expense.

Motion carried unanimously.

5. Motion by Brockway, seconded by Kline to acknowledge the decision of the parents of Student ID#21089 to home-school their child.

NOTE:

Back-up was available.

Motion carried unanimously.

6. Motion by Brockway, seconded by Kline to approve 10 hours of homebound instruction weekly for Student ID#19129; services to be provided by Brittany Goldstein (4 hours) and Kelly Schwering (6 hours); at the board approved rate of \$44 per hour.

NOTE:

This is a budgeted expense.

Motion carried unanimously.

7. Motion by Brockway, seconded by Gotchel to approve 10 hours of homebound instruction weekly for Student ID#19128; services to be provided by Jennifer Stephens; until further notice; at the board approved rate of \$44 per hour.

NOTE:

This is a budgeted expense.

Motion carried unanimously.

8. Motion by Brockway, seconded by Gotchel to approve 10 hours of homebound instruction weekly for Student ID#20423; services to be provided by Jennifer Argo (4 hours) and Kristy Huepful (6 hours) beginning January 2, 2014 for four weeks; at the board approved rate of \$44 per hour.

NOTE:

This is a budgeted expense.

Motion carried unanimously.

D. **NEGOTIATIONS, PUPIL PLACEMENT, PROGRESS & WELFARE** – continued

9. Motion by Brockway, seconded by Gotchel to approve, retroactive to December 23, 2013, 10 hours of home instruction weekly for Student ID#17384; classified Eligible for Special Education and Related Services – MD; services to be provided by Education Incorporated; reimbursement for services rendered to be at a rate of \$44 per hour.

NOTE:

This is a budgeted expense.

Motion carried unanimously.

E. **ATHLETIC, BAND & CAFETERIA** – Brockway, Gotchel, Lee & Guzzetti

1. Motion by Brockway, seconded by Gotchel to accept with regret the resignation of Stephanie Taraschi as Assistant Softball Coach.

Motion carried unanimously.

2. Motion by Brockway, seconded by Gotchel to approve hiring Jeffrey Jarrell as Volunteer Assistant Wrestling Coach for the 2013-2014 season.

Motion carried unanimously.

F. **PROPERTY, BUILDINGS & TRANSPORTATION** – GOTCHEL, Lee

1. Motion by Gotchel, seconded by Lee to approve the use of facilities by outside organization as noted below.
 - (A) West Deptford High School to use the Middle School Cafeteria on January 8, 2014 through February 27, 2014 from 6:30pm until 8:30pm; at no charge to the organization.
 - (B) Girl Scout Troop 63232 to use the Oakview Art Room on April 11, 2014 from 6pm to 8:30pm; at no charge to the organization.
 - (C) Hessian Woods Girl Scout Troop 64199 to use the Middle School Cafeteria, 200 chairs, 4 long tables without benches, 6 lunch tables with benches and cafeteria area to store and prepare refreshments on January 31, 2014 from 4pm to 10pm; at no charge to the organization.
 - (D) Rutgers University Camden Track & Field to use the High School Track and lights when dark two nights a week from January 7, 2014 through May 22, 2014 from 4:30pm to 6:30pm; at a charge of \$275 per month for the use of electricity.

Motion carried unanimously.

G. **POLICY & COMMUNITY RELATIONS** – KLINE, Guzzetti, Lee

No action taken.

COURTESY EXTENDED TO VISITORS

The following person addressed the Board:

- John Schmidt

Motion by Kline, seconded by Gotchel to adopt the following resolution to hold a closed session meeting after the completion of all agenda items in order to have the opportunity to discuss sensitive personnel issues, negotiations, student discipline issues, and litigation.

RESOLUTION

WHEREAS: Matters pertaining to sensitive personnel issues, negotiations, student discipline issues and litigation are proper topics for closed sessions under the Public Meetings Act, therefore, be it

RESOLVED: to hold a Closed Meeting of the West Deptford Board of Education for said purposes, and

BE IT FURTHER RESOLVED:

to make available the results of the Closed Meeting in the minutes of this meeting or in subsequent actions of the Board of Education.

BOARD OF EDUCATION OF THE
TOWNSHIP OF WEST DEPTFORD
IN THE COUNTY OF GLOUCESTER

President

ATTEST:

Secretary

Motion carried unanimously.

The Board recessed at 7:31pm.

The Board convened Closed Session at 7:36pm.

Motion by Gotchel, seconded by Eckley to reconvene Open Session.

Motion carried unanimously.

The Board reconvened Open Session at 7:53pm.

ACTION AFTER CLOSED SESSION:

- Motion by Eckley, seconded by Guzzetti to approve the Closed Session minutes of December 16, 2013.

Motion carried 6-0-3.
(Abstain-Brockway, Carroll, Catando)

Motion by Brockway, seconded by Eckley to adjourn the meeting at 8:27pm.

Motion carried unanimously.

William H. Thompson
Assistant Superintendent for Business/Board Secretary