

West Deptford Middle School
675 Grove Road
West Deptford, NJ 08066-1999
November 25, 2013

The Regular 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 Christopher Strano, President, followed by the Pledge of Allegiance and a Moment of Silence.

Mr. Strano announced: Notice of this meeting has been provided by letter dated 03 January 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 03 January 2013.

In Attendance

Mrs. Ginny Brockway
Mrs. Kate Cargill
Mrs. Amy DeGirolamo
Mrs. Lisa Eckley
Dr. Brian Gotchel
Mr. Peter Guzzetti
Dr. Thomas Lee
Mr. Christopher Strano

Absent

Mr. David Kline

Also present: Kevin A. Kitchenman, Superintendent
Debra Trasatti, Assistant Business Administrator

PRESIDENT'S REMARKS

Motion by Eckley, seconded by Gotchel to approve the minutes of November 11, 2013, Regular Meeting.

COURTESY EXTENDED TO VISITORS

SUPERINTENDENT'S REPORT

- Student Recognition
- HIB Report
- Enrollment Figures
- Board Discussion on Facility Improvements – Energy Efficiency, Security and Modernization

GENERAL BUSINESS

A. **FINANCE** – GUZZETTI, Brockway, Cargill (Alternate: Eckley)

1. Motion by Guzzetti, seconded by Brockway to approve rescheduling the Reorganization Meeting, originally scheduled for January 2, 2014, to January 6, 2014 at 7pm at the West Deptford Middle School Library.

Motion carried 8-0.

2. Motion by Guzzetti, seconded by Brockway to enter into a new contract agreement between West Deptford Township Board of Education and the Educational Information and Resource Center (EIRC) for the purpose of providing ESL Instructional Services for the 2013-2014 school year.

NOTE:

1. These services will be provided for two hours per day at a rate of \$110 for Elementary Students to begin November 26, 2013 through June 30, 2014.
2. Back-up was available.

Motion carried 8-0.

3. Motion by Guzzetti, seconded by Brockway to approve the regular bill list of November 25, 2013 totaling \$1,616,954.46, with funds available as documented in the Board Office, pending final review by the Finance Committee Chairperson.

Motion carried 8-0.

(Exception: Brockway abstained on Purchase Order No. 14-1798)

4. Motion by Guzzetti, seconded by Brockway to approve the cafeteria bill list of November 25, 2013 totaling \$46,463.96, with funds available as documented in the Board Office, pending final review by the Finance Committee Chairperson.

Motion carried 8-0.

5. Motion by Guzzetti, seconded by Brockway to approve the following Resolution:

**Resolution to Adjust
the Budget Submission Calendar
for 2014-2015**

Whereas, Chapter 202, P.L. 2011 provided that New Jersey School Districts may move their school board elections from April to November, and

Whereas, over 90% of all school districts have chosen to make this change, and

A. **FINANCE** – continued

5., continued

Whereas, the current school budget submission calendar has not been changed or amended to reflect the fact that the majority of New Jersey school districts no longer have budget votes in April, and

Whereas, districts that no longer have an April budget vote would benefit greatly by having more time to prepare and submit their budgets to county offices for review and approval, and

Whereas, proposed legislation (A4300 and S2877) recognizes this benefit by extending budget submission dates for districts with November elections,

Now Therefore Be it Resolved that the West Deptford Board of Education, County of Gloucester does hereby request their local legislators to press forward and have this legislation (A4300 and S2877) adopted in time to modify the School District Budget Calendar for the 2014-15 School Year, and

Be It Further Resolved that a copy of this resolution be forwarded to: Legislators Stephen M. Sweeney, John J. Burzichelli, and Celeste M. Riley; the New Jersey Association of School Business Officials; and the New Jersey School Boards Association.

Motion carried 8-0.

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

| EMPLOYEE | WORKSHOP | DATE | TOTAL COST |
|-------------------|-----------------------------|------------|------------|
| Doerrmann, Wendy | Tri-County Meeting | 11/21/2013 | \$8.93 |
| Thompson, William | Tri-County Meeting | 11/21/2013 | No Cost |
| Trasatti, Debra | Tri-County Meeting | 11/21/2013 | No Cost |
| Cottone, Richard | River Valley Museum | 11/22/2013 | \$47.50 |
| Drummond, Mark | Renaissance Activity | 11/27/2013 | \$47.50 |
| Ford, Maria | Renaissance Activity | 11/27/2013 | \$95.00 |
| Morrell, Jason | NJSIAA Meeting | 12/2/2013 | No Cost |
| Burke, Brendan | Track & Field Clinic | 12/5/2013 | \$170.00 |
| Trampe, Christine | NJDOE STEM Workshop | 12/6/2013 | \$190.85 |
| Baldwin, Kathleen | Math Planning Day | 12/6/2013 | \$95.00 |
| Burke, Brendan | Track & Field Clinic | 12/6/2013 | \$170.00 |
| Buyser, Jennifer | Reading Curriculum Planning | 12/6/2013 | \$95.00 |
| Riggs, Lauren | Curriculum Writing | 12/6/2013 | \$95.00 |
| Sherman, Heather | Curriculum Writing | 12/6/2013 | \$95.00 |
| Huepfel, Kristy | Math Day | 12/6/2013 | \$95.00 |
| Sandy, Laura | Curriculum Writing | 12/6/2013 | \$95.00 |

A. **FINANCE** – continued

6., continued

| EMPLOYEE | WORKSHOP | DATE | TOTAL COST |
|----------------------|-------------------------------|------------|------------|
| Wernig, Donald | Curriculum Writing | 12/6/2013 | \$95.00 |
| Cohen, Jonathan | I&RS Workshop | 12/10/2013 | \$130.00 |
| Sbar, Sharon | Bancroft Meeting | 12/10/2013 | \$7.75 |
| Corino, Dawn | Conferences | 12/11/2013 | \$47.50 |
| Corino, Dawn | Conferences | 12/11/2013 | No Cost |
| Jenkins, Candace | Systems 3000 Training | 12/11/2013 | No Cost |
| Durham-Dick, Toni | GC Counselors Meeting | 12/12/2013 | No Cost |
| Page, Margaret | BER Writing | 12/12/2013 | \$320.00 |
| Beck, Nancy | GCPMSCA Meeting | 12/13/2013 | No Cost |
| MacMillan, Jennifer | GCPMSCA Meeting | 12/13/2013 | No Cost |
| Hicks, Gina | Students' First | 12/17/2013 | \$47.50 |
| Everwine, Jamie | Report Care Revisions | 12/18/2013 | \$95.00 |
| Hitchner, Jennifer | Report Care Revisions | 12/18/2013 | \$95.00 |
| Kiessling, JoAnn | Math Curriculum | 12/18/2013 | \$47.50 |
| Micciche, Cheryl | Math Curriculum | 12/18/2013 | \$47.50 |
| Capocci, TeresaLynn | I&RS Meeting | 01/08/2014 | \$95.00 |
| Romeo, Danielle | I&RS Meeting | 01/08/2014 | \$95.00 |
| Seher, Beth | I&RS Meeting | 01/08/2014 | \$95.00 |
| MacLuskie, Lynne | I&RS Meeting | 01/08/2014 | \$95.00 |
| Baker-Zlatkin, Karen | Rowan Consortium | 01/10/2014 | No Cost |
| Mansor, Jill | Learn Do Earn Workshop | 01/10/2014 | \$95.00 |
| Hicks, Gina | Students' First | 01/14/2014 | \$47.50 |
| Baker, Darren | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Breece, Bridgette | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Christman, Ashley | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Donahue, Amanda | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Farreny, Kerri | Best Practices in Co-Teaching | 01/14/2014 | \$95.00 |
| Pacini, Joan | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Paterna, Fiona | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Scheetz, Jill | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Schramm, Amanda | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Seher, Beth | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Thurston, Melissa | Best Practices in Co-Teaching | 01/14/2014 | \$310.00 |
| Cohen, Jonathan | FEA Workshop | 01/22/2014 | \$149.00 |
| Walsh, Lauren | Students' First | 01/30/2014 | \$47.50 |
| MacLuskie, Lynne | I&RS Meeting | 02/05/2014 | \$95.00 |
| Hicks, Gina | Students' First | 02/20/2014 | \$47.50 |
| Baker-Zlatkin, Karen | Rowan Consortium | 02/21/2014 | No Cost |
| Walsh, Lauren | Students' First | 02/28/2014 | \$47.50 |
| MacLuskie, Lynne | I&RS Meeting | 03/06/2014 | \$95.00 |
| Baker-Zlatkin, Karen | Rowan Consortium | 03/14/2014 | No Cost |
| Walsh, Lauren | Students' First | 03/27/2014 | \$47.50 |
| Baker-Zlatkin, Karen | Rutgers's Consortium | 03/28/2014 | No Cost |
| MacLuskie, Lynne | I&RS Meeting | 04/09/2014 | \$95.00 |

A. **FINANCE** – continued

6., continued

| EMPLOYEE | WORKSHOP | DATE | TOTAL COST |
|----------------------|------------------|------------|------------|
| Baker-Zlatkin, Karen | Rowan Consortium | 04/11/2014 | No Cost |
| Seeley, Michael | Senior Trip | 04/14/2014 | \$95.00 |
| Zoll, Lynn | Senior Trip | 04/14/2014 | \$125.00 |
| Adams, Katie | Senior Trip | 04/14/2014 | \$95.00 |
| Gismondi, Brian | Senior Trip | 04/14/2014 | No Cost |
| Vilary, Patrick | Senior Trip | 04/14/2014 | \$95.00 |
| Adams, Katie | Senior Trip | 04/15/2014 | \$95.00 |
| Gismondi, Brian | Senior Trip | 04/15/2014 | No Cost |
| Vilary, Patrick | Senior Trip | 04/15/2014 | \$95.00 |
| Seeley, Michael | Senior Trip | 04/15/2014 | \$95.00 |
| Zoll, Lynn | Senior Trip | 04/15/2014 | \$125.00 |
| Walsh, Lauren | Students' First | 04/30/2014 | \$47.50 |
| Walsh, Lauren | Students' First | 05/23/2014 | \$47.50 |
| MacLuskie, Lynne | I&RS Meeting | 05/29/2014 | \$95.00 |

Motion carried 8-0.

B. **CURRICULUM** – DeGIROLAMO, Eckley, Lee (Alternate: Guzzetti)

1. Motion by DeGirolamo, seconded by Eckley to approve Mrs. Sanker's and Mrs. Everwine's class to attend their annual community outing to the \$5 Below Store and Wendy's Restaurant in Deptford on Friday, December 6, 2013; at no cost to the Board of Education.

Motion carried 8-0.

2. Motion by DeGirolamo, seconded by Eckley to approve the 7th Grade Class Trip to the Statue of Liberty and Ellis Island on May 22, 2014 (Team 7A) and May 20, 2014 (Team 7B); at no cost to the Board of Education.

Motion carried 8-0.

3. Motion by DeGirolamo, seconded by Eckley to approve DECA to attend the Southern Region DECA Competition at Crown Plaza Hotel, Cherry Hill, NJ on Wednesday, January 8, 2014 from 7:30am to 4:30pm; Ms. Lauren Newman and Ms. Jackie Falcone will escort the West Deptford High School Students; at no cost to the Board of Education.

Motion carried 8-0.

B. **CURRICULUM** – continued

4. Motion by DeGirolamo, seconded by Eckley to approve the request from Rowan University to place the following student teacher candidates in our School District for the spring semester 2014:

| <u>Student</u> | <u>Dates Requested</u> | <u>Cooperating Teacher</u> | <u>Subject/Grade</u> |
|-----------------------|-------------------------------|-----------------------------------|-----------------------------|
| Emily Susco | 01/21/14-05/09/14 | Karen Foster | Secondary English |
| Heather Williams | 01/21/14-05/09/14 | Jackie Falcone | Secondary Math |
| Derrick Regan | Qtr.3 01/21/14-03/14/14 | Don Clark | Elementary HPE |
| Derrick Regan | Qtr.4 03/17/14-05/09/14 | Clyde Folsom | Secondary HPE |
| Shawn Mantici | Qtr.3 01/21/14-03/14/14 | Linda Decker | Secondary HPE |
| Shawn Mantici | Qtr.4 03/17/14-05/09/14 | Don Clark | Elementary HPE |
| Michael Gruender | Qtr.4 03/17/14-05/09/14 | Tom Kershaw | H.S. Music Ed.-Band |

Motion carried 8-0.

5. Motion by DeGirolamo, seconded by Eckley to re-adopt the District Curriculum K-12 for the 2013-2014 school year:

ENGLISH LANGUAGE ARTS CURRICULUM FOR 2013-2014

To approve the curricula in English Language Arts for grades K through 12. Each grade level and High School course's content has been reviewed to ensure correlation with the 2010 Common Core State Standards (CCSS) in English Language Arts.

MATHEMATICS CURRICULUM FOR 2013-2014

To approve the curricula in Math for grades K-12 to ensure correlation with the 2010 Common Core State Standards (CCSS) in Mathematics.

SCIENCE CURRICULUM FOR 2013-2014

To approve the curricula in Science for grades K through 12. Each grade level and High School course's content has been reviewed to ensure correlation with the 2009 NJ CCCS in Science.

SOCIAL STUDIES CURRICULUM FOR 2013-2014

To approve the curricula in Social Studies for grades K through 12. Each grade level and High School course's content has been reviewed to ensure correlation with the 2009 NJ CCCS in Social Studies.

WORLD LANGUAGE CURRICULUM FOR 2013-2014

To approve the curricula in World Language for grades K through 12. Each grade level and High School course's content has been reviewed to ensure correlation with the 2009 NJ CCCS in World Language.

HEALTH AND PHYSICAL EDUCATION CURRICULUM FOR 2013-2014

To approve the curricula in Health and Physical Education for grades K through 12. Each grade level and High School course's content has been reviewed to ensure correlation with the 2009 NJ CCCS in Health and Physical Education.

B. **CURRICULUM** – continued

5., continued

FINE AND PERFORMING ARTS CURRICULUM FOR 2013-2014

To approve the curricula in Fine and Performing Arts for grades K through 12. Each grade level and High School course's content has been reviewed to ensure correlation with the 2009 NJ CCCS for Visual and Performing Arts.

21st CENTURY LIFE & CAREER AND TECHNICAL EDUCATION CURRICULUM FOR 2013-2014

To approve the curricula in Career and Technical Education for grades K through 12. Each grade level and High School course's content has been reviewed to ensure correlation with the 2009 NJ CCCS in Technology and 21st Century Life and Careers.

Motion carried 8-0.

6. Motion by DeGirolamo, seconded by Eckley to approve the High School Choir to perform for the Gloucester County Senior Citizens at Auletto's in Deptford, NJ, on Wednesday, December 11, 2013 from 12:30pm to 2pm; Mr. Yerkes will accompany the Choir to this event.

Motion carried 8-0.

7. Motion by DeGirolamo, seconded by Eckley to approve a field trip for Mrs. Campana's Fourth Grade Class (25 students) to the Ronald McDonald House in Camden, NJ, on December 3, 2013; at a cost of about \$225 for transportation.

NOTE:

This field trip supports the learning service project related to the elementary social studies curriculum.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – ECKLEY, Cargill, Kline (Alternate: Guzzetti)

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

1. Motion by Eckley, seconded by Cargill to amend the motion of November 11, 2013 to approve, accepting with regret, the notice of retirement from Denise Newcomb, Cafeteria Manager, effective **March 1, 2014**.

NOTE:

Back-up was available.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

2. Motion by Eckley, seconded by Cargill to approve adjusting, effective December 15, 2013, the salary of Jennifer Stephens, Middle School Special Education Teacher, to reflect attainment of advanced degree status; M.A. Level 4; \$59,483.

NOTE:

Back-up was available.

Motion carried 8-0.

3. Motion by Eckley, seconded by Cargill to approve the voluntary transfer of Dawn Corino from Green-Fields Part-Time Kindergarten Teacher to Red Bank First Grade Full-Time Teacher for the remainder of the 2013-2014 school year, effective January 3, 2014; and to establish compensation for services at B.A. Level 4; \$57,195.

Motion carried 8-0.

4. Motion by Eckley, seconded by Cargill to approve the salaries for the administrators listed below for the 2013-2014 school year.

| Administrator | 2013-2014 Salary |
|----------------------|-------------------------|
| Catherine Binck | \$55,938.58 |
| Myron Hall | \$98,141.84 |
| Denise Newcomb | \$53,299.47 |
| Debra Trasatti | \$77,536.07 |
| Tom Tucci | \$114,267.00 |

Motion carried 8-0.

5. Motion by Eckley, seconded by Cargill to approve the petition of Rachel Ricci for a 12-week leave of absence under the provisions of the Family Leave Act beginning on March 31, 2014 through approximately May 22, 2014; without pay.

NOTE:

Back-up was available.

Motion carried 8-0.

6. Motion by Eckley, seconded by Cargill to approve the motion approving the following Middle School Overload effective December 2, 2013 for the remainder of the 2013-2014 school year and to establish compensation for services at the rates listed below.

| <u>Teacher</u> | <u>Overload</u> | <u>Course</u> | <u>Stipend</u> |
|-----------------------|------------------------|----------------------|-----------------------|
| Farreny, Kerry | Full | Math | \$3,185 |

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

7. Motion by Eckley, seconded by Cargill to approve, effective January 2, 2014, hiring Jodi Thayres as Administrative Assistant to the Principal of the Middle School for the remainder of the 2013-2014 school year, pending completion of all district and state requirements; and to establish compensation for services at Step 8; \$48,718.

NOTE:

1. Ms. Thayres is currently an employee for the District; as such, she does not require emergent hiring.
2. Back-up was available.

Motion carried 8-0.

8. Motion by Eckley, seconded by Cargill to approve, effective January 2, 2014, hiring Elaine Murnane as Administrative Assistant to the Assistant Principal of Curriculum and Instruction of the Middle School for the remainder of the 2013-2014 school year, pending completion of all district and state requirements; and to establish compensation for services at Step 12; \$49,918 and \$1,225 for longevity.

NOTE:

1. Ms. Murnane is currently an employee for the District; as such, she does not require emergent hiring.
2. Back-up was available.

Motion carried 8-0.

9. Motion by Eckley, seconded by Cargill to approve, accepting with regret, notice of resignation from Kimberly Ciaranca, Middle School LPC Aide, effective December 2, 2013.

NOTE:

Back-up was available.

Motion carried 8-0.

10. Motion by Eckley, seconded by Cargill to approve the updated job descriptions for the following positions at the Middle School:

Administrative Assistant to the Assistant Principal of Curriculum and Instruction
Administrative Assistant to the Assistant Principal of Discipline and Attendance
Administrative Assistant to the Principal of the Middle School

NOTE:

Back-up was available.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

11. Motion by Eckley, seconded by Cargill to approve reducing the hours for Wendy Ashenfelter, Red Bank Kindergarten Instructional Aide from 22.5 hours to 17.5 hours, effective December 2, 2013.

NOTE:

Ms. Ashenfelter has been contracted through EIRC to provide ESL services for 5 hours per day.

Motion carried 8-0.

12. Motion by Eckley, seconded by Cargill to approve hiring Joyce (Trina) Doran as a Short-term Special Education Substitute Replacement Teacher at the Middle School for the anticipated dates of December 12, 2013 through January 27, 2014, pending completion of all district and state requirements; and to establish compensation for services at \$95 per day for the first 20 days and B.A. Level 1, \$55,695, on the 21st day.

NOTE:

Ms. Doran is currently an aide for the District; as such, she does not require emergent hiring.

Motion carried 8-0.

13. Motion by Eckley, seconded by Cargill to approve hiring Joanne Keating as a Short-term Third Grade Substitute Replacement Teacher at Green-Fields from December 3, 2013 through January 21, 2014, pending completion of all district and state requirements; and to establish compensation for services at \$95 per day for the first 20 days and B.A. Level 1, \$55,695, on the 21st day.

NOTE:

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

Motion carried 8-0.

14. Motion by Eckley, seconded by Cargill to approve the Emergent Hire of Christine Spadano La Paglia as a Long-term Literacy Coach Substitute Replacement Teacher at Green-Fields beginning on December 12, 2013 and terminating on April 17, 2014, pending completion of all district and state requirements; and to establish compensation for services at M.A. Level 1; \$57,923; with benefits.

NOTE:

1. Per the new regulation from the Office of Criminal History, emergent hiring is only permitted for three months. At the end of this period, if an approval letter has not yet been received regarding the criminal history check, the Commissioner of Education must be petitioned for an extension of two months.
2. Interim approval is to be obtained from the Gloucester County Department of Education. No new employees can begin employment without this interim approval.
3. Back-up was available.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

15. Motion by Eckley, seconded by Cargill to approve Amy McKeever as a Substitute Care Provider for the Young Eagles Program; at the board approved rate of \$11.63 per hour; without benefits.

NOTE:

Ms. McKeever is currently an approved Substitute Teacher and Aide for the District; as such, she does not require Emergent Hiring.

Motion carried 8-0.

16. Motion by Eckley, seconded by Cargill to approve, effective January 2, 2014, the Emergent Hire for the 2013-2014 school year, pending completion of all district and state requirements of Beth Ann Ruskai as a Middle School Special Education One-on-One Aide for Student ID#18059; at 29.5 hours per week; \$14.32 per hour; without benefits.

NOTE:

1. Per the new regulation from the Office of Criminal History, emergent hiring is only permitted for three months. At the end of this period, if an approval letter has not yet been received regarding the criminal history check, the Commissioner of Education must be petitioned for an extension of two months.
2. Interim approval is to be obtained from the Gloucester County Department of Education. No new employees can begin employment without this interim approval.
3. This is a budgeted expense.
4. Back-up was available.

Motion carried 8-0.

17. Motion by Eckley, seconded by Cargill to approve, effective January 2, 2014, the Emergent Hire for the 2013-2014 school year, pending completion of all district and state requirements of Jeffrey McLean as a High School Special Education Instructional Aide; at 29.5 hours per week; \$14.32 per hour; without benefits.

NOTE:

1. Per the new regulation from the Office of Criminal History, emergent hiring is only permitted for three months. At the end of this period, if an approval letter has not yet been received regarding the criminal history check, the Commissioner of Education must be petitioned for an extension of two months.
2. Interim approval is to be obtained from the Gloucester County Department of Education. No new employees can begin employment without this interim approval.
3. This is a budgeted expense.
4. Back-up was available.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

18. Motion by Eckley, seconded by Cargill to approve the below-listed personnel as the Student Teacher Afterschool Mentoring Program Teachers at the stipend rate of \$1,137.50.

| | | |
|--------------------|--------------------|------------------|
| Jaclyn Argo | Kristy Huepfel | Laura Sandy |
| Teresa Capocci | Marianne Karpinski | Kelly Schwering |
| Lisa Ciacciarelli | Katrinka Kroll | Melissa Thurston |
| Jessica Costantini | Kristin Melcher | Keith Warren |

Motion carried 8-0.

19. Motion by Eckley, seconded by Cargill to amend the motion of October 15, 2013 approving the following substitute teacher for the 2013-2014 school year, pending completion of all district and state requirements:

Craig, Alyson A.

NOTE:

1. Per the new regulations from the Office of Criminal History, emergent hiring is only permitted for three months. At the end of this period, if an approval letter has not yet been received regarding the criminal history check, the Commissioner of Education must be petitioned for an extension of two months.
2. The state has rescinded the waiver process to N.J.A.C. 6A:9-6.5(c) for the hiring of substitute teachers; therefore, either the candidates CHRU approval letter or an Emergent Hire form must accompany each substitute application.

Motion carried 8-0.

20. Motion by Eckley, seconded by Cargill to approve the attached job description for the Administrative Assistant for Financial Services position.

NOTE:

This job description replaces the previous one for two part-time Administrative Assistants.

Motion carried 8-0.

21. Motion by Eckley, seconded by Cargill to approve a change in status for Joanna Minardi from a ½ time Green-Fields Kindergarten Teacher to a full-time Green-Fields Kindergarten teacher for the remainder of 2013-2014 school year, and to establish benefits.

NOTE:

Full-time status to take effect on January 2, 2014; at the end of the 2013-14 School Year this position will revert to a ½ time position.

Motion carried 8-0.

D. **NEGOTIATIONS, PUPIL PLACEMENT, PROGRESS & WELFARE** – CARGILL, Brockway, Gotchel (Alternate: DeGirolamo)

1. Motion by Cargill, seconded by Brockway 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 November 25, 2013 meeting of the Board of Education.

Motion carried 8-0.

2. Motion by Cargill, seconded by Brockway to retroactively approve the request for Oakview Student ID#24221 to receive five hours per week of homebound instruction for four weeks, effective November 15, 2013 through December 20, 2013; services to be provided by an Elementary Certified Teacher Kimberly Meginniss; at a rate of \$44 per hour; not to exceed 5 hours per week.

Motion carried 8-0.

3. Motion by Cargill, seconded by Brockway to **table** the contract between the West Deptford Administrator's Association and the Board of Education effective July 1, 2013 through June 30, 2016.

NOTE:

- Back-up was available.
- Action on this item was taken after discussion in Closed Session.

Motion carried 8-0.

4. Motion by Brockway, seconded by Gotchel to acknowledge the decision of C.C. to home-school Student ID#19939.

NOTE:

- Back-up was available.

Motion carried 8-0.

E. **ATHLETIC, BAND & CAFETERIA** – BROCKWAY, Gotchel, Lee (Alternate: Guzzetti)

1. Motion by Brockway, seconded by Gotchel to approve the purchase of 23 Championship Jackets for the West Deptford High School Marching Band, TOB Atlantic Coast Group II Champions, at a cost of \$80 per jacket for a total of \$1,840 cost to the Board of Education.

Motion carried 8-0.

E. **ATHLETIC, BAND & CAFETERIA** – continued

2. Motion by Brockway, seconded by Gotchel to approve the purchase of 50 Championship Plaques for the West Deptford High School Marching Band, TOB Atlantic Coast Group II Champions, at a cost of \$20 per plaque for a total cost of \$1,000 to the Board of Education.

NOTE:

Students that received a jacket during the 2010-2013 school year championship will receive a plaque in lieu of an additional jacket purchase.

Motion carried 8-0.

3. Motion by Cargill, seconded by Brockway to approve Stephanie Kraemer as Volunteer Girls' Basketball Coach for the 2013-2014 season.

Motion carried 8-0.

4. Motion by Brockway, seconded by Gotchel to approve Steve Mitchell as full time Assistant Winter Track Coach at Step 1 at \$2,448 for the 2013-2014 school year.

Motion carried 8-0.

F. **PROPERTY, BUILDINGS & TRANSPORTATION** – GOTCHEL, DeGirolamo, Lee (Alternate: Eckley)

1. Motion by Gotchel, seconded by DeGirolamo to approve the use of facilities by outside organizations as noted below.
 - (A) Girl Scout Troop 62208 to use the Red Bank All Purpose Room on December 11, 2013 from 6:30pm to 7:30pm; at no charge to the organization.
 - (B) Girl Scout Troop 61015 to use the Middle School Cafeteria, tables and microphone on March 14, 2014 from 6pm to 9pm; at no charge to the organization.
 - (C) Hessian Woods Girl Scouts Service Unit 619 would like to use the Middle School Cafeteria on February 28, 2014 from 5:30pm to 9:30pm.

Motion carried 8-0.

F. **PROPERTY, BUILDINGS & TRANSPORTATION** - continued

1a. Motion by Gotchel, seconded by DeGirolamo to **table** the use of facilities by outside organizations as noted below.

- Rutgers University Camden Track and Field to use the High School Athletic Fields with lights two nights a week from December 12, 2013 through May 22, 2014 from 4:30pm to 6:30pm.

NOTE:

Action was taken on this item after discussion in Closed Session.

Motion carried 8-0.

G. **POLICY & COMMUNITY RELATIONS** – KLINE, DeGirolamo, Guzzetti (Alternate: Lee)

1. Motion by DeGirolamo, seconded by Guzzetti to approve the following Resolution:

**RESOLUTION
To Submit Statement of Assurances
New Jersey Quality Single Accountability Continuum**

Whereas, N.J.A.C 6A:30-3.2 (f) requires participating school districts to hold a public meeting to approve the submission of the District's Statement of Assurance with respect to the New Jersey Quality Single Accountability Continuum, and

Whereas, the West Deptford Board of Education in the County of Gloucester has reviewed the District's Statement of Assurance and hereby approves these documents.

Now Therefore Be It Resolved, that the West Deptford Board of Education does hereby authorize the Superintendent of Schools to submit the attached Statement of Assurances to the Commissioner of Education in compliance with the provisions of N.J.A.C. 6A:30-3.2 (f)

Date of Board Approval: November 25, 2013

Attest: _____
Board Secretary/School Business Administrator

NOTE:

Back-up was available.

Motion carried 8-0.

COURTESY EXTENDED TO VISITORS

The following persons addressed the Board:

- B. Brance

Motion by Eckley, seconded by Guzzetti 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 8-0.

The Board recessed at 8:35pm.

The Board convened Closed Session at 8:45pm.

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

The Board reconvened Open Session at 11:08pm.

ACTION AFTER CLOSED SESSION

- Motion by Eckley, seconded by Gotchel to approve the contract between the West Deptford Administrator's Association and the Board of Education effective July 1, 2013 through June 30, 2016.

NOTE:

- Back-up was available.
- Action on this item was taken after discussion in Closed Session.

Motion carried 8-0.

- Motion by Cargill, seconded by Gotchel to approve the Closed Session minutes of November 11, 2013.
6:30pm.

Motion carried 8-0.

- Motion by Eckley, seconded by Cargill to adjourn the meeting at 11:11pm.

Motion carried 8-0.

Debra Trasatti
Assistant Business Administrator