

West Deptford Middle School
675 Grove Road
West Deptford, NJ 08066-1999
September 24, 2012

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, President, announced: Notice of this meeting has been provided by letter dated 26 April 2012 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 26 April 2012.

In Attendance

Mrs. Ginny Brockway
Mrs. Kate Cargill
Mrs. Amy DeGirolamo
Mrs. Lisa Eckley
Dr. Brian Gotchel
Mr. Peter Guzzetti
Mr. Donald Hicks
Mr. James Mehaffey

Absent

Mr. Christopher Strano

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

PRESIDENT'S REMARKS

Motion by Hicks, seconded by Cargill to approve the minutes of September 10, 2012, Regular Meeting.

Motion carried 6-0-1.
(Abstain-Mehaffey)

COURTESY EXTENDED TO VISITORS

SUPERINTENDENT'S REPORT

- School Safety Plan

GENERAL BUSINESS

A. **FINANCE** – CARGILL, Guzzetti, Mehaffey (Alternate: Eckley)

1. Motion by Cargill, seconded by Guzzetti to approve, retroactive to July 1, 2012, a Transportation Jointure Agreement with Glassboro School District for the 2012 ESY transportation for Route GS9 for a total cost of \$179.78.

NOTE:

1. The agreement is for transportation of Student ID#14403 attending Bankbridge Development Center.
2. The student is homeless and was living in Glassboro.

Motion carried 8-0.

2. Motion by Cargill, seconded by Guzzetti to approve accepting the donation of a Jet Lathe from Mrs. Marie Wells, to be contributed to the West Deptford High School Applied Technology Wood Shop classroom.

Motion carried 8-0.

3. Motion by Cargill, seconded by Guzzetti to approve increasing the Substitute School Nurse rate from \$95 per day to \$125.

NOTE:

This increase is necessary due to a shortage of substitute nurses. The amount represents the average rate for substitute school nurses in Gloucester County.

Motion carried 8-0.

4. Motion by Cargill, seconded by Guzzetti to approve, retroactive to July 2, 2012, a Transportation Agreement with Gateway Regional School District for the 2012 extended school year; this is for routes GWS-1, GWS-3, GWS-5, GWS-6, GWS-8 and GWS-12; the total cost is \$23,792.90

NOTE:

The agreement is for transportation of West Deptford Students attending Bancroft/Kingsway Learning Center, Larc School, Bankbridge South (Circle of Friends), Archbishop Damiano, Clearview and Bankbridge Development Center.

Motion carried 8-0.

A. **FINANCE** – continued

5. Motion by Cargill, seconded by Guzzetti to approve the below-listed Resolution.

WHEREAS: P.L. 1977, Chapters 192 and 193, as amended, establishes services to nonpublic school students, namely Chapter 192 – Compensatory Education, English as a Second Language, and Home Instruction and Chapter 193 – Examination and Classification by a basic Child Study Team, Supplementary Instruction and Corrective Speech services when indicated, and

WHEREAS: the Gloucester County Special Services School District proposes to implement these services to nonpublic school students in accordance with Chapters 192 and 193, and

WHEREAS: the Gloucester County Special Services School District proposal would enable the nonpublic school students to be serviced at the site of the nonpublic school, and

WHEREAS: there will be no cost to the local district other than State funding pursuant to Chapters 192 and 193, as amended,

NOW THEREFORE BE IT RESOLVED:

the West Deptford Board of Education hereby approves participation in this project and authorizes the President and Secretary to contract with the Gloucester County Special Services School District to implement the project and provide the services pursuant to P.L. 1977, Chapters 192 and 193, in accordance with the terms of the Contract.

WDBOE President

Assistant Superintendent for Business/
Board Secretary

Motion carried 8-0.

6. Motion by Cargill, seconded by Guzzetti to approve the regular bill list of September 26, 2012 totaling \$1,108,205.22, with funds available as documented in the Board Office, pending final review by the Finance Committee Chairperson.

Motion carried 7-0-1.
(Abstain-Brockway)

A. **FINANCE** – continued

7. Motion by Cargill, seconded by Guzzetti to approve the following Resolution:

In accordance with the requirements of the New Jersey Administrative Department of Education, Section 6A:23-4.5(a)(20), the BOARD hereby agrees and consents to the following:

IT IS RESOLVED AS FOLLOWS:

The Private School, YALE SCHOOL WILLIAMSTOWN (“YALE”), is not required to charge District students for any “paid or reduced meals” furnished directly or indirectly by YALE to them. This shall be effective for the school year beginning September 1, 2012 and ending June 20, 2013.

The BOARD members hereunder are hereby authorized to sign on behalf of the BOARD in accordance with the BOARD’S bylaws or organizational rules.

Dated: September 26, 2012

Witness:

 William H. Thompson
 Assistant Superintendent for Business/
 Board Secretary

 Christopher Strano, Board President

Motion carried 8-0.

8. Motion by Cargill, seconded by Guzzetti to approve the Education Jobs Consolidated Monitoring Corrective Action Plan and Recommendations as outlined below and as discussed at the August 27, 2012 Board of Education meeting.

**WEST DEPTFORD BOARD OF EDUCATION-CORRECTIVE ACTION PLAN AND FINDINGS
 FOR EDUCATION JOBS FUND CONSOLIDATED MONITORING**

| RECOMMENDATION | CORRECTIVE ACTION | IMPLEMENTATION | INDIVIDUAL RESPONSIBLE | COMPLETION DATE |
|----------------|---|--|---------------------------------------|-----------------|
| Finding 1 | Quarterly 1512 and Cash Management reports will be printed and retained for audit purposes. | Copies of submitted Quarterly 1512 and Cash Management reports will be printed and retained for audit purposes. | Assistant Superintendent for Business | June 27, 2012 |
| Finding 2 | The district, on a monthly basis, will ensure that the Cash Management Report and district records match. | Prior to closing each month, the Cash Management Report and district records will be analyzed to ensure agreement. | Assistant Superintendent for Business | August 27, 2012 |

A. **FINANCE** – continued

8., continued

| RECOMMENDATION | CORRECTIVE ACTION | IMPLEMENTATION | INDIVIDUAL RESPONSIBLE | COMPLETION DATE |
|------------------|---|---|---|-----------------|
| Finding 3 | Parent involvement policy will be distributed in written, paper form to all parents. | Parent involvement policy was photocopied and distributed to all parents at the start of school. | Director of Curriculum and Instruction Building Level Principals | Sept. 6, 2012 |
| Finding 4 | The Parent involvement policy will be up-dated and developed in conjunction with parents. | The District Advisory Council will review the parent involvement policy at its next scheduled meeting in October 2012. | Director of Curriculum Superintendent | On-going |
| Finding 5 | The District will include exit criteria in its Title I notification letter. | The District Title I parent notification letter distributed to the Red Bank and Oakview Elementary School students will include exit criteria information based upon the previously established matrix. | Director of Curriculum | Sept. 24, 2012 |
| Finding 6 | The District will track expenditures by building. | Excel expenditure spreadsheet maintained in the Curriculum Department was adjusted to reflect individual building expenditures. | Director of Curriculum and Instruction | August 1, 2012 |
| Finding 7 | The District will track expenditures by individual Title I reserves: SINI, Parent Involvement, etc... | Excel expenditure spreadsheet maintained in the Curriculum Department was adjusted to reflect Title I homeless reserve. SINI and parent involvement reserve is not applicable. | Director of Curriculum and Instruction | August 1, 2012 |
| Recommendation 1 | Update SOP to include procedures that prevent contracting with disbarred vendors. | SOP has been updated and was available for DOE review. Vendors are checked through accounts payable. | Assistant Superintendent for Business Accounts Payable Clerk. | Ongoing |
| Recommendation 2 | Update SOP to reflect EWEG procedures in order to request money through the State. | SOP has been updated and was available for DOE review. | Assistant Superintendent for Business | August 27, 2012 |
| Recommendation 3 | Competitive procedures will be utilized for the procurement of professional development. | If a bid is not required, the district will obtain quotes for services. | Assistant Superintendent for Business | Ongoing |

NOTE:

Back-up was available.

Motion carried 8-0.

A. **FINANCE** – continued

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

| EMPLOYEE | WORKSHOP | DATE | TOTAL COST |
|---------------------|--------------------------------|------------|------------|
| Sbar, Sharon | Bankbridge Transfer Conference | 09/19/2012 | \$5.50 |
| Martinez, Angel | Boiler Exam | 09/19/2012 | No Cost |
| Riggs, Lauren | Interview Committee | 09/19/2012 | \$95.00 |
| Sherman, Heather | Interview Committee | 09/19/2012 | \$95.00 |
| Burkett, Amanda | Camp Mason | 09/24/2012 | \$95.00 |
| Cross, Brian | Camp Mason | 09/24/2012 | \$95.00 |
| Hopkins, Nicole | Camp Mason | 09/24/2012 | \$95.00 |
| Horn, Michele | Camp Mason | 09/24/2012 | \$85.00 |
| Penny, Daniel | Camp Mason | 09/24/2012 | \$95.00 |
| Schramm, Amanda | Camp Mason | 09/24/2012 | \$95.00 |
| Sincavage, Kristin | Camp Mason | 09/24/2012 | \$95.00 |
| Stanwood, Eric | Camp Mason | 09/24/2012 | \$95.00 |
| Warren, Keith | Camp Mason | 09/24/2012 | \$95.00 |
| Burkett, Amanda | Camp Mason | 09/25/2012 | \$95.00 |
| Cross, Brian | Camp Mason | 09/25/2012 | \$95.00 |
| Hopkins, Nicole | Camp Mason | 09/25/2012 | \$95.00 |
| Horn, Michele | Camp Mason | 09/25/2012 | \$85.00 |
| Penny, Daniel | Camp Mason | 09/25/2012 | \$95.00 |
| Schramm, Amanda | Camp Mason | 09/25/2012 | \$95.00 |
| Sincavage, Kristin | Camp Mason | 09/25/2012 | \$95.00 |
| Stanwood, Eric | Camp Mason | 09/25/2012 | \$95.00 |
| Warren, Keith | Camp Mason | 09/25/2012 | \$95.00 |
| Burkett, Amanda | Camp Mason | 09/26/2012 | \$95.00 |
| Cross, Brian | Camp Mason | 09/26/2012 | \$95.00 |
| Hopkins, Nicole | Camp Mason | 09/26/2012 | \$95.00 |
| Horn, Michele | Camp Mason | 09/26/2012 | \$85.00 |
| Penny, Daniel | Camp Mason | 09/26/2012 | \$95.00 |
| Argo, Jaclyn | Camp Mason | 09/26/2012 | \$95.00 |
| Cross, Thomas | Camp Mason | 09/26/2012 | \$95.00 |
| Epley, Alayna | Camp Mason | 09/26/2012 | \$95.00 |
| Karpinski, Marianne | Camp Mason | 09/26/2012 | \$95.00 |
| Lattanzio, Casey | Camp Mason | 09/26/2012 | \$95.00 |
| Lindia, Lynette | Camp Mason | 09/26/2012 | \$95.00 |
| Schramm, Amanda | Camp Mason | 09/26/2012 | \$95.00 |
| Sincavage, Kristin | Camp Mason | 09/26/2012 | \$95.00 |
| Stanwood, Eric | Camp Mason | 09/26/2012 | \$95.00 |
| Warren, Keith | Camp Mason | 09/26/2012 | \$95.00 |
| Preziosi, Ryan | Camp Mason | 09/26/2012 | \$95.00 |
| Ramagli, Kristen | Camp Mason | 09/26/2012 | \$95.00 |
| Everwine, Jamie | APA Training | 09/26/2012 | \$95.00 |
| Argo, Jaclyn | Camp Mason | 09/27/2012 | \$95.00 |
| Epley, Alayna | Camp Mason | 09/27/2012 | \$95.00 |

A. **FINANCE** – continued

9., continued

| EMPLOYEE | WORKSHOP | DATE | TOTAL COST |
|---------------------|---|------------|------------|
| Karpinski, Marianne | Camp Mason | 09/27/2012 | \$95.00 |
| Lattanzio, Casey | Camp Mason | 09/27/2012 | \$95.00 |
| Lindia, Lynette | Camp Mason | 09/27/2012 | \$95.00 |
| Warren, Keith | Camp Mason | 09/27/2012 | \$95.00 |
| Preziosi, Ryan | Camp Mason | 09/27/2012 | \$95.00 |
| Ramagli, Kristen | Camp Mason | 09/27/2012 | \$95.00 |
| Bonzella, Nicole | Collegeboard Counselor Workshop | 09/27/2012 | No Cost |
| Richardson, Renee | SURE Meeting | 09/27/2012 | \$47.50 |
| Argo, Jaclyn | Camp Mason | 09/28/2012 | \$95.00 |
| Epley, Alayna | Camp Mason | 09/28/2012 | \$95.00 |
| Karpinski, Marianne | Camp Mason | 09/28/2012 | \$95.00 |
| Lattanzio, Casey | Camp Mason | 09/28/2012 | \$95.00 |
| Lindia, Lynette | Camp Mason | 09/28/2012 | \$95.00 |
| Warren, Keith | Camp Mason | 09/28/2012 | \$95.00 |
| Preziosi, Ryan | Camp Mason | 09/28/2012 | \$95.00 |
| Ramagli, Kristen | Camp Mason | 09/28/2012 | \$95.00 |
| Kelly, Kirsten | Conference Powerful Learning Practice | 09/28/2012 | \$365.00 |
| Verdinelli, Karen | Students First Meeting | 09/28/2012 | \$47.50 |
| Quindlen, Ellen | GCPCA Meeting | 10/05/2012 | No Cost |
| Sanford, April | GC Substance Abuse Prevention Coalition | 10/09/2012 | No Cost |
| Fanelli, Michael | GC Principal's Meeting | 10/10/2012 | \$7.00 |
| Dupper, Kimberly | PBSIS | 10/10/2012 | \$95.00 |
| Hansbury, Kelly | PBSIS Workshop | 10/10/2012 | No Cost |
| Susco, Dawn | PBSIS Training | 10/10/2012 | No Cost |
| Verdinelli, Karen | PBSIS Workshop | 10/15/2012 | No Cost |
| Wajid, Elise | PBSIS Workshop | 10/15/2012 | No Cost |
| Newman, Lauren | DECA Leadership Conference | 10/17/2012 | \$95.00 |
| Richardson, Renee | SURE Meeting | 10/18/2012 | \$47.50 |
| Verdinelli, Karen | Students First Meeting | 10/18/2012 | \$47.50 |
| Kitchenman, Kevin | NJSBA/NJASA Convention | 10/23/2012 | \$109.29 |
| Kitchenman, Kevin | NJSBA/NJASA Convention | 10/24/2012 | \$109.29 |
| Fairchild, Cheryl | SEMI Regional Fall Meeting | 10/24/2012 | \$9.30 |
| Canna, Erin | Counselor Workshop | 10/25/2012 | No Cost |
| Kitchenman, Kevin | NJSBA/NJASA Convention | 10/25/2012 | \$109.29 |
| Sanford, April | ASAP Meeting | 11/12/2012 | No Cost |
| Richardson, Renee | SURE Meeting | 11/15/2012 | \$47.50 |
| Verdinelli, Karen | PBSIS Workshop | 11/15/2012 | No Cost |
| Wajid, Elise | PBSIS Workshop | 11/15/2012 | No Cost |
| Verdinelli, Karen | Students First Meeting | 11/27/2012 | \$47.50 |
| Verdinelli, Karen | PBSIS Workshop | 11/29/2012 | No Cost |
| Wajid, Elise | PBSIS Workshop | 11/29/2012 | No Cost |
| Fairchild, Cheryl | Special Edu. Compliance Workshop | 11/29/2012 | \$12.40 |
| Richardson, Renee | SURE Meeting | 12/12/2012 | \$47.50 |
| Verdinelli, Karen | Students First Meeting | 12/21/2012 | \$47.50 |

A. **FINANCE** – continued

9., continued

| EMPLOYEE | WORKSHOP | DATE | TOTAL COST |
|---------------------|---|------------|------------|
| Richardson, Renee | SURE Meeting | 01/17/2013 | \$47.50 |
| Fanelli, Michael | GC Principal's Meeting | 01/23/2013 | \$7.00 |
| Verdinelli, Karen | Students First Meeting | 01/28/2013 | \$47.50 |
| Richardson, Renee | SURE Meeting | 02/14/2013 | \$47.50 |
| Fanelli, Michael | GC Principal's Meeting | 02/20/2013 | \$7.00 |
| DeStefano, Carla | NJ Music Educators Conference | 02/21/2013 | \$170.00 |
| DeStefano, Carla | NJ Music Educators Conference | 02/22/2013 | \$170.00 |
| Richardson, Renee | SURE Meeting | 02/28/2013 | \$47.50 |
| Verdinelli, Karen | Students First Meeting | 02/28/2013 | \$47.50 |
| Sanford, April | ASAP Meeting | 03/11/2013 | No Cost |
| Richardson, Renee | SURE Meeting | 03/14/2013 | \$95.00 |
| Fanelli, Michael | GC Principal's Meeting | 03/20/2013 | \$7.00 |
| Verdinelli, Karen | Students First Meeting | 03/26/2013 | \$47.50 |
| Richardson, Renee | SURE Meeting | 04/18/2013 | \$47.50 |
| Verdinelli, Karen | Students First Meeting | 04/25/2013 | \$47.50 |
| Verdinelli, Karen | Students First Meeting | 05/20/2013 | \$47.50 |
| Sbar, Sharon | Bankbridge Meeting | 09/24/2012 | \$5.75 |
| Leaf, Denise | Bankbridge Meeting | 09/25/2012 | No Cost |
| Wernig, Donald | Camp Mason | 09/26/2012 | No Cost |
| Chambers, Patrice | APA Training | 09/27/2012 | \$95.00 |
| Sanker, Ellen | APA Training | 09/27/2012 | \$95.00 |
| Wernig, Donald | Camp Mason | 09/27/2012 | No Cost |
| Wernig, Donald | Camp Mason | 09/28/2012 | No Cost |
| Sbar, Sharon | Bankbridge Meeting | 09/27/2012 | \$5.75 |
| Scheetz, Jill | EPAC Meeting | 09/27/2012 | \$95.00 |
| Leaf, Denise | KLC Visit | 09/28/2012 | \$12.40 |
| Sanford, April | View Speaker | 09/28/2012 | No Cost |
| Newman, Lauren | Coaching Clinic Bowling | 10/02/2012 | \$95.00 |
| Romeo, Danielle | Rowan Consortium | 10/05/2012 | \$95.00 |
| Cech, Colleen | Substance Abuse Prevention | 10/09/2012 | No Cost |
| MacMillan, Jennifer | School Climate and Improvement Workshop | 10/09/2012 | No Cost |
| Durham-Dick, Toni | Counselor Meeting | 10/10/2012 | No Cost |
| Pisacreta, Jeffrey | PBSIS Meeting | 10/10/2012 | No Cost |
| Beck, Nancy | GCPMSCA Meeting | 10/11/2012 | No Cost |
| Holloway, Julia | NJNCAG Workshop | 10/11/2012 | \$95.00 |
| MacMillan, Jennifer | GCPMSCA Meeting | 10/11/2012 | No Cost |
| Leaf, Denise | KLC Visit | 10/15/2012 | \$12.40 |
| Scheetz, Jill | EPAC Meeting | 10/15/2012 | \$95.00 |
| Saia, Kelly | NJNCAG Workshop | 01/23/2013 | No Cost |
| Stuart, Jennifer | NJNCAG Workshop | 01/23/2013 | \$95.00 |
| Pisacreta, Jeffrey | PBSIS Workshop | 10/24/2012 | No Cost |
| Cohill, Sally | Legal One Series | 11/01/2012 | \$419.28 |
| Saia, Kelly | NJNCAG Workshop | 11/02/2012 | No Cost |
| Yerkes, William | NJNCAG Workshop | 11/02/2012 | \$95.00 |

A. **FINANCE** – continued

9., continued

| EMPLOYEE | WORKSHOP | DATE | TOTAL COST |
|------------------|-------------------|------------|------------|
| Ferrari, Joan | NJNCAG Workshop | 12/18/2012 | \$95.00 |
| Gismondi, Brian | NJNCAG Workshop | 02/05/2013 | No Cost |
| Sanford, April | NJNCAG Workshop | 02/05/2013 | No Cost |
| Seeley, Michael | NJNCAG Workshop | 03/06/2013 | \$95.00 |
| Cohill, Sally | Legal One Series | 11/27/2012 | No Cost |
| Cohen, Jonathan | PBSIS Training | 10/10/2012 | No Cost |
| Cohen, Jonathan | PBSIS Training | 10/15/2012 | No Cost |
| Cesaro, Michelle | Camp Mason | 09/24/2012 | \$85.00 |
| Cesaro, Michelle | Camp Mason | 09/25/2012 | \$85.00 |
| Cesaro, Michelle | Camp Mason | 09/26/2012 | \$85.00 |
| Dahl, Suzanne | I&RS Team | 09/28/2012 | \$47.50 |
| Burr, Aaron | NJSIAA Clinic | 10/02/2012 | \$145.00 |
| Drummond, Mark | NJCEA Meeting | 10/10/2012 | No Cost |
| Cohen, Jonathan | PBSIS Training | 10/24/2012 | No Cost |
| Cohen, Jonathan | PBSIS Training | 11/15/2012 | No Cost |
| Cohen, Jonathan | PBSIS Training | 11/29/2012 | No Cost |
| Hall, Myron | NJSBGA Convention | 10/23/2012 | \$78.09 |
| Hall, Myron | NJSBGA Convention | 10/24/2012 | \$78.09 |
| Hall, Myron | NJSBGA Convention | 10/25/2012 | \$78.10 |

Motion carried 7-0-1.
(Abstain-Brockway)

10. Motion by Cargill, seconded by Guzzetti to approve an agreement contracting with the Gloucester County Special Services School District to provide Nonpublic Technology Services for the 2012-2013 school year to students enrolled in nonpublic schools located in out District.

NOTE:

Back-up was available.

Motion carried 8-0.

11. Motion by Cargill, seconded by Guzzetti to approve the cafeteria bill list of September 24, 2012 totaling \$702.40 with funds available as documented in the Board Office, pending final review by the Finance Committee Chairperson.

Motion carried 8-0.

12. Motion by Cargill, seconded by Guzzetti to approve a Parental Transportation Contract for the 2012-2013 regular school year, with the parent of Student ID#1737 at a rate of \$73.63 per day; the student is placed out-of-district at the LARC School.

NOTE:

This contract is the result of the parents concern regarding their child's transportation and it results in a savings for the District.

Motion carried 8-0.

A. **FINANCE** – continued

15. Motion by Cargill, seconded by Guzzetti to approve the June 2012 Expenditure and Revenue Report and to approve and certify that the June 2012 Expenditure Report, after review of the secretary's monthly financial report (appropriations sections), and upon consultation with the appropriate district officials, to the best of our knowledge contain no major accounts or funds which have been overexpended in violation of NJAC 6A:23A-16.10(c)4 and that sufficient funds are available to meet the District's financial obligations for the remainder of the fiscal year.

Motion carried 8-0.

16. Motion by Cargill, seconded by Guzzetti to approve Change Order #2 in the amount of \$5,659.50 from J. Wilhelm Roofing Company for the Oakview Roof Replacement, for a revised total job cost of \$430,139.50.

Motion carried 8-0.

17. Motion by Cargill, seconded by Guzzetti to approve awarding the printing of the District Newsletter for the 2012-2013 school year to Fort Nassau Graphics, as follows:

| | |
|-------------------|------------|
| 4-page newsletter | \$1,046.20 |
| 6-page newsletter | \$1,375.00 |
| 8-page newsletter | \$1,650.00 |

NOTE:

Back-up was available.

Motion carried 8-0.

B. **CURRICULUM** – **ECKLEY**, DeGirolamo, Hicks (Alternate: Guzzetti)

1. Motion by Eckley, seconded by DeGirolamo to approve DECA Officers to attend the COLT (Chapter Officer Leadership Training) conference at Burlington County Institute of Technology on Wednesday, October 17, 2012 from 7:40am to 2:45pm.

NOTE:

Ms. Lauren Newman, the Deca Advisor will escort West Deptford High School students to visit the above mentioned venue; at no cost to the Board of Education.

Motion carried 8-0.

B. **CURRICULUM** – continued

2. Motion by Eckley, seconded by DeGirolamo to approve the Key Club to visit the Brightview Woodbury Lake Assisted Living Facility on October 11, October 31, November 15, December 13, 2012, January 17, February 7, March 21 and April 11, 2013 from 2:30pm to 4:30pm.

NOTE:

Ms. Yeager, the Key Club Advisor will escort 20 West Deptford High School students to visit the above-mentioned venue.

Motion carried 8-0.

3. Motion by Eckley, seconded by DeGirolamo to approve the Gifted and Talented students to visit Rutgers University, New Brunswick Campus on Thursday, November 1, 2012 from 8:30am to 3:30pm.

NOTE:

Ms. Quindlen and Ms. Bonzella, West Deptford High School Guidance Counselors will escort High School students to visit the above mentioned venue; at no cost to the Board of Education.

Motion carried 8-0.

4. Motion by Eckley, seconded by DeGirolamo to approve a Level 1 Fieldwork Experience for an occupational therapy student, Emily Arndt, enrolled at Thomas Jefferson University with Stephanie Soltner, Occupational Therapist for Green-Fields Elementary School, Red Bank Elementary School, West Deptford Middle School and West Deptford High School on Thursdays beginning September 27, 2012 through November 15, 2012.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – MEHAFFEY, Eckley, Cargill (Alternate: Brockway)

1. Motion by Eckley, seconded by Cargill to approve the stipends for the Anti-Bullying Specialists for the 2012-2013 School Year as listed below:

| <u>Anti-Bullying Specialist</u> | <u>Building</u> | <u>Stipend</u> |
|---------------------------------|------------------|----------------|
| April Sanford | High School | \$1,500 |
| Jennifer MacMillan | Middle School | \$1,500 |
| Kelly Hansbury | Green-Fields | \$1,500 |
| Toni Durham | Oakview/Red Bank | \$1,500 |

NOTE:

This is a budgeted expense.

Motion defeated 1-7-0.

(No-Brockway, Cargill, DeGirolamo, Eckley, Gotchel, Guzzetti, Mehaffey)

C. **TEACHERS & PERSONNEL** – continued

2. Motion by Eckley, seconded by Cargill to approve Kristin O’Neil as the District Anti-Bullying Coordinator for the 2012-2013 School Year at a stipend of \$3,000.

NOTE:

This is a budgeted expense.

Motion defeated 1-7-0.

(No-Brockway, Cargill, DeGirolamo, Eckley, Gotchel, Guzzetti, Mehaffey)

3. Motion by Eckley, seconded by Cargill to approve the pilot Science Club and approve Jerri Fontaine and Erin Pence as the Co-Advisors for the upcoming 2012-2013 school year.

NOTE:

Back-up was available.

Motion carried 8-0.

4. Motion by Eckley, seconded by Cargill to approve the petition of Mrs. Erin Pence, High School Chemistry Teacher for a maternity leave of absence commencing of January 2, 2012 and terminating February 27, 2013, during which time her sick days will be utilized.

NOTE:

Back-up was available.

Motion carried 8-0.

5. Motion by Eckley, seconded by Cargill to approve the Emergent Hire of Terry McCormick as a Substitute Custodian for the 2012-2013 school year, effective pending completion of all district and state requirements, and to establish compensation for services at \$85 per day; without benefits.

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. Interim approval is to be obtained from the Gloucester County Department of Education. No new employee can begin employment without this interim approval.
3. Back-up was available.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

6. Motion by Eckley, seconded by Cargill to approve the Emergent Hire of Sarah Slesinski as a Green-Fields LPC Aide for the 2012-2013 school year, effective pending completion of all district and state requirements, and to establish compensation for services at 10 hours per week; student calendar; without benefits; Non-Instructional Aide Level I, \$10.80 per hour.

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. Interim approval is to be obtained from the Gloucester County Department of Education. No new employee can begin employment without this interim approval.
3. Back-up was available.

Motion carried 8-0.

7. Motion by Eckley, seconded by Cargill to approve the following Substitute Teachers for the 2012-2013 school year, pending completion of all district and state requirements:

Straub, Victor A.
Dayton, Zachery B.

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.

8. Motion by Eckley, seconded by Cargill to approve the petition of Janice Beane, Green-Fields, Oakview and Red Bank Schools' Librarian, for a family emergency leave of absence with a state date of October 2, 2012 and ending November 3, 2012.

NOTE:

1. Three personal days will be utilized and Ms. Beane will apply any personal or vacation days that are donated pending the board's approval.
2. Back-up was available.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

9. Motion by Eckley, seconded by Cargill to approve allowing staff, on a voluntary basis to donate personal or vacation days to create a leave of absence bank for J.B.

NOTE:

Back-up was available.

Motion carried 8-0.

10. Motion by Eckley, seconded by Cargill to approve Jennifer Stuart, High School Teacher, to conduct after school ESL remediation sessions for selected students for 31 sessions from September 25, 2012 through May 28, 2013, total cost \$1,023 funded by NCLB Title III Grant:

1 Staff x \$33/per session (45 minutes) x 31 sessions = \$1,023.

Motion carried 8-0.

11. Motion by Eckley, seconded by Cargill to approve the Emergent Hire of Brenda Cimorelli as a Green-Fields LPC Aide, effective pending the completion of all district and state requirements, and to establish compensation for services at 10 hours per week; student calendar; without benefits; Non-Instructional Aide Level I, \$10.80 per hour.

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. Interim approval is to be obtained from the Gloucester County Department of Education. No new employee can begin employment without this interim approval.
3. Back-up was available.

Motion carried 8-0.

12. Motion by Eckley, seconded by Cargill to retroactively approve the petition of Melissa Flores for a medical leave of absence beginning September 5, 2012 ending approximately on October 1, 2012; during which time sick days will be utilized.

NOTE:

Back-up was available.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

13. Motion by Eckley, seconded by Cargill to retroactively approve Christopher Nuss as Green-Fields Substitute Replacement Third Grade Teacher for the period of September 1, 2012 through March 22, 2013; and to establish compensation for services at B.A. Level 1; \$55,024 (Pro-rated); with benefits.

NOTE:

1. Mr. Nuss will be covering a leave of absence for Melanie Szeg.
2. Mr. Nuss is an approved substitute teacher; as such, he does not require emergent hiring.

Motion carried 8-0.

14. Motion by Eckley, seconded by Cargill to approve the following substitute teachers for the 2012-2013 school year, pending completion of all district and state requirements:

Blake, Jesse W.
Flanigan, Michelle G.

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.

15. Motion by Eckley, seconded by Cargill to approve the emergent hiring of Alicia Flem, as a Special Education Shared One-on-One Instructional Aide for Student ID#10526 and Student ID#10386 at West Deptford Middle School pending completion of all district and state requirements; and to establish compensation for services at 29.5 hours per week; \$14.08 per hour.

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. Interim approval is to be obtained from the Gloucester County Department of Education. No new employee 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

16. Motion by Eckley, seconded by Cargill to approve the below-listed club for the 2012-2013 school year at Oakview School from November 29, 2012 through April 25, 2012.

| <u>CLUB</u> | <u>ADVISOR</u> | <u>MEETINGS</u> | <u>STIPEND</u> |
|---------------------|-----------------------|------------------------|-----------------------|
| ESL Club Elementary | Ashley Schuckert | 19 | \$627 |

Motion carried 8-0.

17. Motion by Eckley, seconded by Cargill to approve the below-listed club for the 2012-2013 school year at Oakview School.

| <u>CLUB</u> | <u>CO-ADVISOR</u> | <u>MEETINGS</u> | <u>STIPEND</u> |
|-------------------------------|--------------------------|------------------------|-----------------------|
| Fine Motor Skills/Handwriting | Lynn Davis, O.T. | 32 | \$942 |

Motion carried 8-0.

18. Motion by Eckley, seconded by Cargill to approve the petition of Jil Sperduto, 5th Grade Teacher, for a child rearing leave of absence beginning November 28, 2012 and terminating June 30, 2013.

NOTE:

Back-up was available.

Motion carried 8-0.

19. Motion by Eckley, seconded by Cargill to approve hiring Amanda Donahue as a Middle School Fifth Grade Substitute Replacement Teacher beginning November 28 through June 30, 2013; and to establish compensation for services at B.A. Level 1; \$55,024; with benefits.

NOTE:

Ms. Donahue has been an approved substitute replacement teacher since May 14, 2012; as such, she does not require emergent hiring.

Motion carried 8-0.

20. Motion by Eckley, seconded by Cargill to approve the following personnel as mentor teacher for teacher Amanda Donahue, Middle School Language Arts Literacy Teacher, who possesses a Certificate of Eligibility with Advanced Standing; at no cost to the Board of Education.

Mentor Team
Michael W. Fanelli, Principal
Jon Burnham, Assistant Principal
Danielle Romeo, Mentor Teacher

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 8-0.

C. **TEACHERS & PERSONNEL** – continued

21. Motion by Eckley, seconded by Cargill to approve the emergent hiring of Tamisha Shepard as a 1:1 Special Education Instructional Aide, pending completion of all district and state requirements, for Student ID#18328, classified Eligible for Special Education and Related Services – S.L.D., a student at West Deptford Middle School; and to establish compensation for services at \$14.08 per hour, 5 days per week, 29.5 hours per week; teacher calendar; without benefits.

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. Interim approval is to be obtained from the Gloucester County Department of Education. No new employee can begin employment without this interim approval.
3. This is a budgeted expense.
4. Back-up was available.

Motion carried 8-0.

22. Motion by Eckley, seconded by Cargill to amend the motion of August 27, 2012 approving Jil Scheetz with a full overload for Academic Extension at a rate of \$4,550.

NOTE:

This is a budgeted expense.

Motion carried 8-0.

23. Motion by Eckley, seconded by Cargill to approve the Emergent Hire, pending completion of all district and state requirements, of Jamie Sweeney as Green-Fields Grade Four Substitute Replacement Teacher effective October 4, 2012 through March 27, 2013; and to establish compensation for services at B.A. Level 1; \$55,024 (Pro-rated); with benefits.

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. Interim approval is to be obtained from the Gloucester County Department of Education. No new employee can begin employment without this interim approval.
3. Mrs. Sweeney will replace Mrs. Sherman who will be on a leave of absence.
4. Back-up was available.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

24. Motion by Eckley, seconded by Cargill to approve the Emergent Hire, pending completion of all district and state requirements, of Amy Pavone as Green-Fields Grade Four Substitute Replacement Teacher effective October 25, 2012 through March 5, 2013; and to establish compensation for services at M.A. Level 1; \$57,225 (Pro-rated); with benefits.

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. Interim approval is to be obtained from the Gloucester County Department of Education. No new employee can begin employment without this interim approval.
3. Mrs. Pavone will replace Mrs. Riggs who will be on a leave of absence.
4. Back-up was available.

Motion carried 8-0.

25. Motion by Eckley, seconded by Cargill to approve the following Substitute Teacher for the 2012-2013 school year, pending completion of all district and state requirements:

Dayton, Zachery B.

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.

26. Motion by Eckley, seconded by Cargill to approve a half overload for Marilyn Rabbai for 7/8 Choir Homeroom at a rate of \$2,275.

NOTE:

This is a budgeted expense.

Motion carried 8-0.

27. Motion by Eckley, seconded by Cargill to amend the motion of August 27, 2012 to approve Steve Kappre for $\frac{3}{4}$ overload for Choir Homeroom and a music elective at a rate of \$3,412.50.

NOTE:

This is a budgeted expense.

Motion carried 8-0.

C. **TEACHERS & PERSONNEL** – continued

28. Motion by Eckley, seconded by Cargill to approve the following Substitute Teacher for the 2012-2013 school year, pending completion of all district and state requirements:

Casazza, Matthew P.

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.

D. **NEGOTIATIONS, PUPIL PLACEMENT, PROGRESS & WELFARE** – GOTCHEL, Cargill, Mehaffey (Alternate: DeGirolamo)

1. Motion by Gotchel, seconded by Cargill to approve, retroactive to September 19, 2012, the out-of-district placement of Student ID#14088, classified Eligible for Special Education and Related Services – COMM. at Gloucester County Special Services School District Bankbridge Regional School's North Campus at a tuition rate of \$31,680.

NOTE:

This is a budgeted expense.

Motion carried 8-0.

2. Motion by Gotchel, seconded by Cargill to approve, retroactive to September 6, 2012, 10 hours of home instruction weekly for Student ID#14312, classified Eligible for Special Education and Related Services – M.D.; 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 8-0.

3. Motion by Gotchel, seconded by Cargill to approve contracting with Gloucester County Special Services School District for the following in-home services for Student ID#20027, classified as Eligible for Special and Related Services – AUT., Autism Support Educational Consultation Services at \$108 per hour, for up to 5 hours per week for 6 weeks, effective September 16, 2012 through October 26, 2012, for a total of 30 hours; total \$3,240.

NOTE:

This is a budgeted expense.

Motion carried 8-0.

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

4. Motion by Gotchel, seconded by Cargill to approve, retroactive to September 13, 2012, 10 hours of home instruction weekly for Student ID#14141, classified Eligible for Special Education and Related Services – S.L.D.; services to be provided by Professional Education Services, Inc. (PESI); reimbursement for services rendered to be at a rate of \$44 per hour.

NOTE:

This is a budgeted expense.

Motion carried 8-0.

5. Motion by Gotchel, seconded by Cargill to approve, retroactive to September 17, 2012, the out-of-district placement of Student ID#15081, classified Eligible for Special Education and Related Services – M.D. at Gloucester County Special Services School District Bankbridge Regional School's South Campus at a tuition rate of \$33,930.

NOTE:

This is a budgeted expense.

Motion carried 8-0.

6. Motion by Gotchel, seconded by Cargill to approve the school safety plan for West Deptford Middle School as required by the Department of Education.

NOTE:

Back-up was available.

Motion carried 8-0.

E. **ATHLETIC, BAND & CAFETERIA – BROCKWAY**, Hicks, Gotchel (Alternate: Mehaffey)

1. Motion by Brockway, seconded by Hicks to approve Corey Harvey as Strength Training Coordinator for the 1st marking period of the 2012-2013 school calendar year at a stipend of \$1,483 (pro-rated).

NOTE:

Mr. Harvey will provide supervision during the 1st quarter, Monday through Friday.

Motion carried 7-1.
(No-Brockway)

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

2. Motion by Brockway, seconded by Hicks to approve Christine Stetson to the position of Assistant Girls' Basketball Coach at a Step 1 Salary of \$3,675 for the upcoming 2012-2013 Winter season.

NOTE:

Coach Stetson, a former West Deptford High School Girls' Basketball alumnus has served as a volunteer the past two seasons.

Motion carried 8-0.

3. Motion by Brockway, seconded by Hicks to rescind the motion of August 13, 2012 approving John Aupperle as an Assistant Football Coach at a Step 3 salary of \$4,725 for the upcoming 2012-2013 fall season; Mr. Aupperle will remain a volunteer coach as per previously approved on May 29, 2012.

Motion carried 8-0.

F. **PROPERTY, BUILDINGS & TRANSPORTATION** – HICKS, Brockway, DeGirolamo (Alternate: Eckley)

1. Motion by Hicks, seconded by Brockway to approve the use of facilities by outside organizations as noted below:
 - (1) Girl Scout Junior Troop to use the Oakview Library on Wednesdays from September 26, 2012 to June 5, 2013 from 6:15pm to 8:15pm; at no charge to the organization.
 - (2) West Deptford High School PTO to use the Middle School Cafeteria on March 1, 2013 from 3:30pm to 11pm; at no charge to the organization.
 - (3) Gaetan Pappalardo's "Book Talk with Mr. P" to use the Green-Fields Library on September 25, 2012 from 6pm to 7pm; at no charge to the organization.
 - (4) West Deptford Men's Basketball to use the Oakview Gym on the following Tuesdays; at no charge to the organization.

9/25/12-11/20/12 – 6:30pm to 8:30pm
11/27/12-6/11/13 – 8:30pm – 10:30pm

Motion carried 8-0.

G. **POLICY & COMMUNITY RELATIONS** – GUZZETTI, Mehaffey, DeGirolamo (Alternate: Cargill)

1. Motion by Guzzetti, seconded by Gotchel to approve revised Policy 3216, "Dress and Grooming," first reading.

NOTE:

1. Policy 3216 is being revised to provide further clarification for staff.
2. Back-up was available.

Motion carried 6-2-0.
(No-Eckley, Brockway)

2. Motion by Guzzetti, seconded by Gotchel to approve revised Policy 4216, "Dress and Grooming," first reading.

NOTE:

1. Policy 4216 is being revised to provide further clarification for staff.
2. Back-up was available.

Motion carried 6-2-0.
(No-Eckley, Brockway)

COURTESY EXTENDED TO VISITORS

Motion by Hicks, seconded by Cargill to approve the Closed Session minutes of September 10, 2012.

Motion carried 7-0-1.
(Abstain-Mehaffey)

Motion by Hicks, seconded by DeGirolamo to adjourn the meeting at 7:33pm.

Motion carried 8-0.

William H. Thompson
Assistant Superintendent for Business/Board Secretary