

West Deptford Middle School
675 Grove Road
West Deptford, NJ 08066-1999
January 23, 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 10 May 2011 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 10 May 2011.

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
Mr. Christopher Strano

Absent

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

PRESIDENT'S REMARKS

Motion by Hicks, seconded by Mehaffey to approve the minutes of January 9, 2012, Regular Meeting.

Motion carried 6-0-3.
(Abstain-Brockway, Eckley, Mehaffey)

COURTESY EXTENDED TO VISITORS

SUPERINTENDENT'S REPORT

- HIB Report
- Curriculum Update
- Random Drug Testing

GENERAL BUSINESS

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

1. Motion by Cargill, seconded by Guzzetti to approve the cafeteria bill list of January 23, 2012 totaling \$37,067.63, with funds available as documented in the Board Office, pending final review by the Finance Committee Chairperson.

Motion carried unanimously.

A. **FINANCE** – continued

2. Motion by Cargill, seconded by Guzzetti to approve the regular bill list of January 23, 2012 totaling \$353,312.06, with funds available as documented in the Board Office, pending final review by the Finance Committee Chairperson.

Motion carried unanimously.
(Exception: Strano abstained on PO No. 12-2602)

3. Motion by Cargill, seconded by Guzzetti to approve the following expenditures for workshops and travel expense.

EMPLOYEE	WORKSHOP	DATE	TOTAL COST
Dahl, Suzanne	Students' First	1/24/2012	\$47.50
Verdinelli, Karen	Students' First	1/24/2012	\$47.50
Bride, Bettina	Bancroft	1/24/2012	\$9.30
Sanford, April	Gloucester County Prevention Coalition	1/25/2012	No Cost
Zoll, Lynn	Gloucester County Violence Prevention	1/25/2012	\$47.50
Cech, Colleen	Gloucester County Prevention Coalition	1/25/2012	No Cost
Durham-Dick, Toni	Students' First	1/26/2012	No Cost
McGlinn, Kristy	Students' First	1/26/2012	\$47.50
Walsh, Lauren	Students' First	1/26/2012	\$47.50
Bride, Bettina	Sawtelle Learning Center	1/26/2012	\$6.84
Bride, Bettina	Archbishop Damiano	1/26/2012	\$3.47
Laughlin, Kathleen	Students' First	1/26/2012	No Cost
Stephens, Jennifer	DIBELS Training	1/27/2012	\$95.00
Bride, Bettina	Garfield Park Academy	1/30/2012	\$17.88
Lindia, Lynette	I&RS	1/31/2012	\$95.00
MacLuskie, Lynne	I&RS	1/31/2012	\$95.00
Seher, Beth	I&RS	1/31/2012	\$95.00
DeStefano, Carla	Observation	2/2/2012	\$47.50
Sbar, Sharon	Transition Meeting	2/2/2012	\$7.50
Cobb, Cindy	Practical Strategies to Address Challenges	2/9/2012	No Cost
Newman, Lauren	Gloucester County Consumer Bowl Competition	2/9/2012	\$95.00
Pilarz, Kathleen	Autism Seminar	2/10/2012	\$140.00
Beck, Nancy	GCPMSCA Meeting	2/10/2012	No Cost
Castone, Melissa	Modeling Workshop	2/10/2012	\$95.00
Crane, Joel	Modeling Workshop	2/10/2012	\$95.00
Fontaine, GERALYN	Modeling Workshop	2/10/2012	\$95.00

A. **FINANCE** – continued

3., continued

EMPLOYEE	WORKSHOP	DATE	TOTAL COST
Harshaw, Michael	Modeling Workshop	2/10/2012	\$95.00
Pence, Erin	Modeling Workshop	2/10/2012	\$95.00
Pustie, Michael	Science Modeling Workshop	2/10/2012	\$95.00
Robinson, Joel	Modeling Workshop	2/10/2012	\$95.00
Saia, Kelly	Modeling Workshop	2/10/2012	No Cost
Thorn, Mark	Modeling Workshop	2/10/2012	\$95.00
Binck, Catherine	County Transportation Meeting	2/14/2012	No Cost
Dahl, Suzanne	Students' First	2/27/2012	\$47.50
Verdinelli, Karen	Students' First	2/27/2012	\$47.50
Dahl, Suzanne	Students' First	3/22/2012	\$47.50
Verdinelli, Karen	Students' First	3/22/2012	\$47.50
Dahl, Suzanne	Students' First	4/23/2012	\$47.50
Durham-Dick, Toni	Utilizing Children's Story Books	4/23/2012	No Cost
Verdinelli, Karen	Students' First	4/23/2012	\$47.50
Dahl, Suzanne	Students' First	5/29/2012	\$47.50
Verdinelli, Karen	Students' First	5/29/2012	\$47.50
Beck, Nancy	I&RS	1/31/2012	No Cost
Farreny, Kerri	I&RS	1/31/2012	\$95.00
MacMillan, Jennifer	I&RS	1/31/2012	No Cost
Maska, April	Students' First	1/31/2012	\$47.50
Kitchenman, Kevin	Closing the Achievement Gap	2/1/2012	\$6.82
Rooney, Wendy	Learn & Serve Trip to the Animal Shelter	2/2/2012	\$47.50
Sandy, Laura	Learn & Serve Trip to the Animal Shelter	2/2/2012	\$47.50
Fanelli, Michael	Teen Dating Violence Statute	2/6/2012	\$158.00
MacMillan, Jennifer	Teen Dating Violence Statute	2/6/2012	\$162.00
Burnham, Jon	NJNCAG Conference	2/8/2012	\$11.00
Warren, Keith	NJNCAG Conference	2/8/2012	\$169.00
Crane, Joel	NJNCAG Conference	2/8/2012	\$95.00
Creamer, Robert	Quiz Bowl Competition	2/16/2012	\$95.00
Lattanzio, Casey	7th Curriculum Organization	2/17/2012	\$95.00
Weber, Nancy	7th Curriculum Organization	2/17/2012	\$95.00
Sbar, Sharon	YALE SE Transfer Meeting	2/21/2012	\$7.75
Kitchenman, Kevin	Commissioners Convocation	2/29/2012	\$42.90
Newman, Lauren	DECA State Competition	2/29/2012	\$95.00
Newman, Lauren	DECA State Competition	3/1/2012	\$95.00

Motion carried unanimously.

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

1. Motion by Eckley, seconded by DeGirolamo to approve the Center for Independent Living to provide a student self-advocacy and transition program for West Deptford High School Special Education Students for two periods per week, twice a month from February 1, 2012 through June 15, 2012.

NOTE:

1. This program is being provided as part of an action plan for transitioning for the Special Education Self-Assessment/Monitoring.
2. This program is at no cost to the Board of Education.

Motion carried unanimously.

2. Motion by Eckley, seconded by DeGirolamo to approve the Key Club to attend Volunteers of America "Oscar Night" at Lowes Hotel in Philadelphia, PA on Sunday, February 26, 2012 from 4:15pm to 9pm; at no cost to the Board of Education.

NOTE:

Ms. Yeager, the Key Club Advisor, will escort 30 West Deptford High School Students to visit the above-mentioned venue.

Motion carried unanimously.

3. Motion by Eckley, seconded by DeGirolamo to approve a 35-hour practicum placement request for the following student from Wilmington University for the 2011-2012 school year to begin January 24, 2012 through March 1, 2012.

<u>Student Name</u>	<u>Cooperating Teacher</u>	<u>School</u>	<u>Grade/Subject</u>
Asia So	Dawn Susco	Green-Fields	Reading Spec./Literacy Coach

Motion carried unanimously.

4. Motion by Eckley, seconded by DeGirolamo to approve DECA to attend the NJHS Division of DECA State Career Development Conference from February 28, 2012 (4pm) until March 1, 2012 (12pm); this conference will be held at the Crowne Plaza Hotel in Cherry Hill, NJ; at no cost to the Board of Education.

NOTE:

Ms. Newman, the DECA Advisor will accompany 13 West Deptford High School students to attend the above-mentioned conference; Students will pay for admission, room and board.

Motion carried unanimously.

5. Motion by Eckley, seconded by DeGirolamo to approve the P.A.A.C. Club and Rachel's Challenge to attend the S.U.R.E. Presentation at Rowan University in Glassboro, NJ on Thursday, March 15, 2012 from 7:30am to 2:10pm; at no cost to the Board of Education.

NOTE:

Ms. Richardson, the P.A.A.C. Club Advisor along with Mrs. Sanford will escort 25 West Deptford High School students to attend the above-mentioned event.

Motion carried unanimously.

B. **CURRICULUM** – continued

6. Motion by Eckley, seconded by DeGirolamo to approve the participation of Oakview Students in two fund drives to benefit Leukemia and Lupus patients; the Leukemia Drive is a “Pennies for Patients” drive sponsored by the Leukemia and Lymphoma Society during February (2/6/12 to 2/24/12) and our School Nurse, Mrs. Cobb will organize and run the drive; the “Pennies for Patients” for the Lupus Foundation will run in the Spring with Mrs. Maska, Second Grade Teacher, organizing and running the drive.

NOTE:

1. Both drives will be part of our Service Learning Program for students.
2. Both drives will include collecting “spare change.”

Motion carried unanimously.

7. Motion by Eckley, seconded by DeGirolamo to approve Mrs. Sanker’s (MS) and Mrs. Monsu’s (GF) classes to visit the West Deptford Wendy’s on Tuesday, January 31, 2012, from 10:30am to 1pm; Mrs. Sanker and Mrs. Monsu will chaperone this trip; busing will be paid for out of the Middle School Student Activities Funds.

NOTE:

This trip is to fulfill social and academic IEP goals.

Motion carried unanimously.

8. Motion by Eckley, seconded by DeGirolamo to approve Middle School Team 6A to visit the Franklin Institute on May 24, 2012 from 8:30am to 2:30pm; Mrs. MacLuskie, Mrs. Rullo, Mr. Wernig, Mr. Christo and Ms. Argo will chaperone the trip; admission fees and transportation will be paid by students and a contribution from the West Deptford Middle School PTO.

Motion carried unanimously.

9. Motion by Eckley, seconded by DeGirolamo to approve Mr. Pustie and six Science students to attend the 2012 Central New Jersey Regional Brain Bee Competition at UMDNJ-Report Wood Johnson Medical School in Piscataway, NJ on February 4, 2012 from 8am to 4:30pm; at no cost to the Board of Education.

NOTE:

Mr. Pustie, High School Science Teacher, will accompany six West Deptford High School students to attend the above mentioned event.

Motion carried unanimously.

B. **CURRICULUM** – continued

10. Motion by Eckley, seconded by DeGirolamo to approve clinical practice experience (student teaching) placement for following student from Ithaca College, School of Music, Ithaca, NY for the 2011-2012 school year:

<u>Student Name</u>	<u>Cooperating Tchr</u>	<u>Subj.</u>	<u>School</u>	<u>Dates Requested</u>
Jamie Ocheske	Sue Devlin	Music Ed.	Green-Fields	5/29/12-6/8/12

Motion carried unanimously.

11. Motion by Eckley, seconded by DeGirolamo to recommend the following staff members as chaperones for the Senior Class Trip to Orlando, Florida on March 31, 2012 to April 3, 2012:

Kelly Saia, Administrator
Tim Cammarota, Director of Athletics and Student Activities
John Craig, School Police Officer
Lynn Zoll, School Nurse
Joel Crane, Class of 2012 Co-Advisor
Erin Pence, Class of 2012 Co-Advisor
Wayne Clark, Instructional Aide

NOTE:

Currently 98 students will be participating in the trip; our contract with World Class Vacation allows one chaperone per fifteen students.

Motion carried unanimously.

12. Motion by Eckley, seconded by DeGirolamo to amend the motion of January 9, 2012 approving the following teachers to work on Curriculum Mapping for a total of 5 hours on February 4, 2012 and an additional 5 hours to be completed by March 3, 2012; total cost is \$14,520 funded by District Curriculum Improvement Funds.

$$33 \text{ Teachers} \times 10 \text{ hours} \times \$44/\text{hour} = \$14,520$$

Melissa Thurston	Fiona Paterna	Robin Cardillo
Kristy Huepfel	Carolyn Porter	Danielle Romeo
Joan Pacini	Kelley Mason	Wendy Rooney
TeresaLynn Capocci	Maureen Rullo	Kristin Sincavage
Nicole Hopkins	Jill Scheetz	Jil Sperduto
Kate Baldwin	Jeff Christo	Jill Ward
Monica Quinlan-Dulude	Robert Creamer	Cathy Stonis
Brendan Burke	Jennifer Villari	Tom Cross
Ryan Preziosi	Steve Kappre	Maryanne Karpinski
Keith Warren	Jackie Argo	Beth Seher
Laura Sandy	Bridgette Breece	Jennifer Stephens

Motion carried unanimously.

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

1. Motion by Mehaffey, seconded by Eckley to approve the following Substitute Teachers for the 2011-2012 school year, pending completion of all district and state requirements:

Bittner, Michael K.
Jakubowski, Steven J.
Lanciano, Domenic J.
Mangano, Joseph D.
Miller, Ronald J.
Shute, Susan L.

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 unanimously.

2. Motion by Mehaffey, seconded by Eckley to approve the following Substitute Instructional Aide for the 2011-2012 school year, pending completion of all district and state requirements:

Albanese, Cynthia M.

NOTE:

Ms. Albanese is presently a substitute teacher for the district; as such, she does not require Emergent Hiring.

Motion carried unanimously.

3. Motion by Mehaffey, seconded by Eckley to approve the below-listed club and advisors for the 2011-2012 school year at Oakview School.

Club	Co-Advisors	Meetings	Stipend
Literacy Club for At-Risk Kindergarten Students	Kim Meginniss, Kindergarten Tchr Kim Long, Kindergarten Tchr Kim Labbree, Kindergarten Tchr	32	\$1042 each

Motion carried unanimously.

C. **TEACHERS & PERSONNEL** – continued

4. Motion by Mehaffey, seconded by Eckley to approve the hiring of Nancy Thilo as a Middle School General Cafeteria Worker, effective pending completion of all district and state requirements, and to establish compensation for services at 5.25 hours per day; \$8.40 per hour; 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. Back-up was available.

Motion carried unanimously.

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

1. Motion by Gotchel, seconded by Cargill 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 9, 2012 meeting of the Board of Education.

Motion carried unanimously.

2. Motion by Gotchel, seconded by Cargill to approve, retroactive to January 9, 2012, ten hours of home instruction weekly for Student ID#12506, classified Eligible for Special Education and Related Services – S.L.D.; services to be provided by Education, Inc.; 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 Gotchel, seconded by Cargill to approve, retroactive to September 1, 2011 through June 30, 2012, contracting with Gloucester County Special Services School District for the following in-home services for Student ID#20027, classified Eligible for Special Education and Related Services – AUT., 4 hours per month of Autism Support for 10 months; 40 hours at \$108 per hour for a total of \$4,320.

NOTE:

1. GCS SSD did not send the contract on time.
2. This is a budgeted expense.

Motion carried unanimously.

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

1. Motion by Brockway, seconded by Hicks to rescind the motion of August 22, 2011 approving Adam Slusher to the position of Assistant Baseball Coach for the Spring 2011-2012 season.

NOTE:

Back-up was available.

Motion carried unanimously.

2. Motion by Brockway, seconded by Hicks to rescind the motion of August 22, 2011 approving Irv MacFarland, III to the position of Part Time Assistant Baseball Coach for the Spring 2011-2012 season.

Motion carried unanimously.

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) Hessian Woods Girl Scouts to use the Middle School Cafeteria on March 23, 2012 from 5pm to 9:30pm; at no charge to the organization.

(2) Miss West Deptford Pageant to use the High School Auditorium from July 30, 2012 through August 2, 2012 from 3pm to 10pm; at no charge to the organization.

(3) Miss West Deptford Pageant to use the High School Cafeteria on August 1, 2012 from 5pm to 8:30pm; at no charge to the organization.

(4) Miss West Deptford Pageant to use the High School Classroom 24 from July 30, 2012 through August 2, 2012 from 3pm to 10pm; at no charge to the organization.

Motion carried unanimously.

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

1. Motion by Guzzetti, seconded by Mehaffey to approve the revised observation and evaluation forms for Occupational Therapists and Speech Therapists.

NOTE:

Back-up was available

Motion carried unanimously.

COURTESY EXTENDED TO VISITORS

Motion by Hicks, seconded by Gotchel to approve the Closed Session minutes of January 9, 2012.

Motion carried 6-0-3.
(Abstain-Brockway, Eckley, Mehaffey)

Motion by Brockway, seconded by Hicks to adjourn the meeting at 8:05pm.

Motion carried unanimously.

William H. Thompson
Assistant Superintendent for Business/Board Secretary