

West Deptford Middle School
675 Grove Road
West Deptford, NJ 08066-1999
March 12, 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
Kristin O'Neil, Director of Curriculum and Instruction
Thomas N. Tucci, Director of Technology and Special Projects

PRESIDENT'S REMARKS

Motion by Hicks, seconded by Mehaffey to approve the minutes of February 27, 2012, Regular Meeting.

Motion carried unanimously.

COURTESY EXTENDED TO VISITORS

SUPERINTENDENT'S REPORT

- HIB Report
- Enrollment Figures
- Phase Two of the 1:1 Technology Initiative – Kristin O'Neil, Tom Tucci and Brian Gismondi
- District Newsletter

GENERAL BUSINESS

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

1. Motion by Cargill, seconded by Guzzetti to approve the regular bill list of March 12, 2012 totaling \$840,264.52, with funds available as documented in the Board Office, pending final review by the Finance Committee Chairperson.

Motion carried unanimously.

2. Motion by Cargill, seconded by Guzzetti to approve the payroll of February 2012 totaling \$2,579,491.41 with funds available as documented in the Board Office.

Motion carried unanimously.

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

| EMPLOYEE | WORKSHOP | DATE | TOTAL COST |
|---------------------|--------------------------------------|-----------|------------|
| O'Neil, Kristin | NJPSA | 3/2/2012 | No Cost |
| O'Neil, Kristin | Student Stats | 3/9/2012 | No Cost |
| Breece, Bridgette | IEP Plan Day | 3/13/2012 | \$47.50 |
| Farreny, Kerri | IEP Plan Day | 3/13/2012 | \$47.50 |
| O'Neil, Kristin | Camden County Consortium | 3/15/2012 | No Cost |
| Gismondi, Brian | Formative Assessment Data Analysis | 3/16/2012 | No Cost |
| Creamer, Robert | Wheelabrator Trip Meeting | 3/16/2012 | \$47.50 |
| Graham, James | IEP Writing Day | 3/16/2012 | \$95.00 |
| O'Neil, Kristin | HIB Workshop | 3/20/2012 | No Cost |
| O'Neil, Kristin | NJASK Training | 3/21/2012 | No Cost |
| Bauer, Grace | IEP Writing Day | 3/26/2012 | \$95.00 |
| Farreny, Kerri | IEP Plan Day | 3/26/2012 | \$47.50 |
| Hopkins, Nicole | IEP Writing Day | 3/26/2012 | \$47.50 |
| Breece, Bridgette | IEP Prep Day | 3/26/2012 | \$47.50 |
| Creamer, Robert | Wheelabrator Trip | 3/28/2012 | \$95.00 |
| O'Neil, Kristin | HIB Consortium | 3/29/2012 | No Cost |
| Breece, Bridgette | Math Institute | 3/30/2012 | \$95.00 |
| Burnham, Jon | Math Institute | 3/30/2012 | No Cost |
| Sandy, Laura | Math Institute | 3/30/2012 | \$95.00 |
| Beck, Nancy | I&RS | 4/3/2012 | No Cost |
| Cardillo, Robin | I&RS | 4/3/2012 | \$95.00 |
| Farreny, Kerri | I&RS | 4/3/2012 | \$95.00 |
| Lindia, Lynette | I&RS | 4/3/2012 | \$95.00 |
| MacLuskie, Lynne | I&RS | 4/3/2012 | \$95.00 |
| MacMillan, Jennifer | I&RS | 4/3/2012 | No Cost |
| Seher, Beth | I&RS | 4/3/2012 | \$95.00 |
| O'Neil, Kristin | Common Core State Standards | 4/16/2012 | No Cost |
| O'Neil, Kristin | Common Core State Standards | 4/17/2012 | No Cost |
| O'Neil, Kristin | Personalized Learning Plans | 4/19/2012 | No Cost |
| Beck, Nancy | School Counselors Task Force Meeting | 4/20/2012 | No Cost |

A. **FINANCE** – continued

3., continued

| EMPLOYEE | WORKSHOP | DATE | TOTAL COST |
|----------------------|--|-----------|------------|
| Holloway, Julia | IEP Writing Day | 5/1/2012 | \$95.00 |
| Pappalardo, Stacey | Fundations Workshop Level 1 | 5/9/2012 | \$95.00 |
| O'Neil, Kristin | Key Comprehension Routine | 5/10/2012 | No Cost |
| Corsi, Andrea | Archway Visit | 3/13/2012 | \$11.22 |
| Monsu, Kimberly | Fundations Training | 3/14/2012 | \$47.50 |
| Mansor, Jill | IEP Writing Day | 3/15/2012 | \$95.00 |
| Fairchild, Cheryl | Improving Math Achievement | 3/19/2012 | No Cost |
| Corsi, Andrea | Kingsway Learning Center Visit | 3/23/2012 | \$10.23 |
| Corsi, Andrea | Hampton Academy Testing | 3/27/2012 | \$15.87 |
| Brizill, Nicole | Students First Meeting | 4/2/2012 | No Cost |
| McGlinn, Kristy | Students First Meeting | 4/2/2012 | \$47.50 |
| Micciche, Cheryl | Students First Meeting | 4/2/2012 | \$47.50 |
| Murphy, Jessica | Rowan Math Workshop | 3/15/2012 | \$215.00 |
| Stephens, Jennifer | IEP Annual Reviews | 3/15/2012 | \$47.50 |
| Walter, Jennifer | IEP Writing Day | 3/28/2012 | \$95.00 |
| Stephens, Jennifer | IEP Annual Reviews | 3/29/2012 | \$47.50 |
| Flores, Melissa | IEP Writing Day | 3/30/2012 | \$95.00 |
| Cammarota, Timothy | Senior Trip | 4/2/2012 | No Cost |
| Clark, John | Senior Trip | 4/2/2012 | No Cost |
| Zoll, Lynn | Senior Trip | 4/2/2012 | \$95.00 |
| Crane, Joel | Senior Trip | 4/2/2012 | \$95.00 |
| Pence, Erin | Senior Trip | 4/2/2012 | \$95.00 |
| Saia, Kelly | Senior Trip | 4/2/2012 | No Cost |
| Cammarota, Timothy | Senior Trip | 4/3/2012 | No Cost |
| Clark, John | Senior Trip | 4/3/2012 | No Cost |
| Crane, Joel | Senior Trip | 4/3/2012 | \$95.00 |
| Pence, Erin | Senior Trip | 4/3/2012 | \$95.00 |
| Saia, Kelly | Senior Trip | 4/3/2012 | No Cost |
| Zoll, Lynn | Senior Trip | 4/3/2012 | \$95.00 |
| Berth, Christina | IEP Writing Day | 4/4/2012 | \$95.00 |
| Schramm, Amanda | IEP Writing Day | 4/18/2012 | \$95.00 |
| Durham-Dick, Toni | NJNCAG Workshop | 4/20/2012 | No Cost |
| Beane, Jan | Winner's Workshop | 4/25/2012 | \$274.00 |
| Schultes, Lisa | IEP Writing Day | 4/27/2012 | \$47.50 |
| Corsi, Andrea | Hampton Academy Annual Review | 4/30/2012 | \$15.87 |
| Creamer, Robert | Wheelabrator Symposium Trip | 4/30/2012 | \$90.00 |
| Creamer, Robert | Wheelabrator Symposium Trip | 5/1/2012 | \$90.00 |
| Creamer, Robert | Wheelabrator Symposium Trip | 5/2/2012 | \$90.00 |
| Creamer, Robert | Wheelabrator Symposium Trip | 5/3/2012 | \$90.00 |
| Beasley, Melanie | Tall Pines Trip | 6/12/2012 | No Cost |
| Monaghan-Fair, Janet | Tall Pines Trip | 6/12/2012 | No Cost |
| Rocco, Laurie | Tall Pines Trip | 6/12/2012 | No Cost |
| Hall, Myron | National Facilities Management & Tech. Conference & Expo | 3/13/2012 | No Cost |

Motion carried unanimously.

A. **FINANCE** – continued

4. Motion by Cargill, seconded by Guzzetti to approve the cafeteria bill list of March 12, 2012 totaling \$39,355.01, with funds available as documented in the Board Office, pending final review by the Finance Committee Chairperson.

Motion carried unanimously.

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

WHEREAS Pineland Learning Center School is an approved private school for student with disabilities and

WHEREAS the students from West Deptford Township Public School's School District attending Pineland Learning Center School are all classified handicapped students and are IEP'd for a free breakfast and lunch;

NOW THEREFORE BE IT RESOLVED THAT: In accordance with NJAC 6A:23-4,5iii, the West Deptford Township Public School Board of Education does not require Pineland Learning Center School to charge West Deptford Township Public School's School District students for a reduced and/or paid meal.

Motion carried unanimously.

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

1. Motion by Eckley, seconded by DeGirolamo to approve the Wheelabrator Club trip to Oakview Elementary School on March 28, 2012 and to Green-Fields and Red Bank Elementary Schools on April 7, 2012; students will be chaperoned by Mr. Creamer; transportation costs will be covered through the Wheelabrator student activity account; the cost to the District will be \$190 for a substitute teacher.

NOTE:

Students will leave at 9am and return at 2pm.

Motion carried 8-0-1.
(Abstain-Cargill)

2. Motion by Eckley, seconded by DeGirolamo to approve the Wheelabrator Clubtrip to the Wheelabrator Symposium in Ft. Lauderdale, Florida from Monday, April 30, 2012 to Thursday, May 3, 2012; students will be supervised by Mr. Creamer and Mrs. Fairchild; Wheelabrator funds will cover the cost of the trip (travel, hotel and food); the cost to the District will be \$380 for a substitute teacher.

Motion carried 8-0-1.
(Abstain-Cargill)

B. **CURRICULUM** – continued

3. Motion by Eckley, seconded by DeGirolamo to approve the 7th and 8th Grade Middle School Choir to visit West Deptford High School on April 3, 2012 from 10:15am to 2:15pm to participate with the West Deptford High School Choir; Mrs. Rabbai will chaperone this trip; transportation will be paid for out of budgeted accounts.

Motion carried unanimously.

4. Motion by Eckley, seconded by DeGirolamo to approve the Key Club Volleyball Marathon to take place at RiverWinds on Friday, April 20, 2012 from 5pm to 10pm.

NOTE:

The event will be supervised by Kathleen Yeager and feature students and faculty competing for the worthy cause of Children's Specialized Hospital.

Motion carried unanimously.

5. Motion by Eckley, seconded by DeGirolamo to approve the 8th Grade Class Outing on March 30, 2012 from 5:30pm to 8pm to Holly Dell Ice Arena chaperoned by Mrs. Thurston and Mrs. Ramagli; costs will be paid by the 8th grade activities account and there will be a charge of \$25 per student.

NOTE:

This will be the first activity in the 8th Grade Class's Spring Fling that will conclude at 12am; students will participate in various activities in the building (volleyball, basketball, karaoke, video games & snacks) upon their return.

Motion carried unanimously.

6. Motion by Eckley, seconded by DeGirolamo to retroactively approve Kate Kroll to map curriculum for 10 hours during the month of February.

Motion carried unanimously.

7. Motion by Eckley, seconded by DeGirolamo to approve Ellen Sanker's Middle School Class and Jamie Everwine's Green-Fields Class to visit the Franklin Institute on Tuesday, March 27, 2012 from 9am to 2:30pm; Mrs. Sanker and Ms. Everwine will chaperone students on this field trip; funds have been budgeted for this expense.

Motion carried unanimously.

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

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

Batdorf, Daniel R.

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, retroactive to February 27, 2012, the following Substitute Non-Instructional Aide for the 2011-2012 school year, pending completion of all district and state requirements:

Onorato, Kimberly A.

NOTE:

Ms. Onorato has resigned from her Non-Instructional Aide position at Green-Fields Elementary School and has requested to be added to the substitute list.

Motion carried unanimously.

3. Motion by Mehaffey, seconded by Eckley to approve the hiring of Patricia McCloskey as a High 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. 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 unanimously.

C. **TEACHERS & PERSONNEL** – continued

4. Motion by Mehaffey, seconded by Eckley to approve, effective immediately, hiring Angel Colon as Middle School Cafeteria Custodian and to establish compensation for services at Level 1; \$14.42 per hour; with benefits.

NOTE:

1. Mr. Colon is currently a substitute custodian; as such, does not require emergent hiring.
2. Back-up was available.

Motion carried unanimously.

5. Motion by Mehaffey, seconded by Eckley to approve the Teacher/Student Calendar for the 2012-2013 school year.

NOTE:

Back-up was available.

Motion carried unanimously.

6. Motion by Mehaffey, seconded by Eckley to approve the Facilities Staff Calendar for the 2012-2013 school year.

NOTE:

Back-up was available.

Motion carried unanimously.

7. Motion by Mehaffey, seconded by Eckley to amend the motion of August 22, 2011 to approve changing Jamie Everwine's mentor from Dawn Corino, Green-Fields Kindergarten Teacher, to Nicole Dixon, Green-Fields Special Education Teacher, to reflect Jamie Everwine's current status as a Special Education Teacher.

NOTE:

As per the latest regulation from the NJDOE, the provisionally-certified teacher will be responsible for payment to the mentor in the amount of \$550; given the above amendment, this amount will be prorated at \$275 per mentor.

Motion carried unanimously.

8. Motion by Mehaffey, seconded by Eckley to amend the motion of December 19, 2011 approving the request of Nicole Brennan, Oakview Elementary School Special Education Teacher, for a maternity leave of absence ***beginning March 21, 2012 and terminating April 16, 2012***, during which time accumulated sick time will be utilized.

Motion carried unanimously.

C. **TEACHERS & PERSONNEL** – continued

9. Motion by Mehaffey, seconded by Eckley to amend the motion of December 19, 2011 approving the request of Nicole Brennan, Oakview Elementary School Special Education Teacher, for a Family Medical Leave of Absence ***beginning April 17, 2012 and terminating May 29, 2012.***

Motion carried unanimously.

10. Motion by Mehaffey, seconded by Eckley to approve the following resolution concerning The Governor’s Teacher Recognition Program.

RESOLUTION

WHEREAS: the personnel records of the five staff members recommended for The Governor’s Teacher Recognition Program have been reviewed by the Assistant Superintendent for Business and found to be devoid of recent sanctions or deficiencies.

WHEREAS: the following-named staff members have been selected to represent their schools as participants in the Governor’s Teacher Recognition Program for the 2011-2012 School Year.

| | |
|--------------------|---------------------|
| Julia E. Holloway | High School |
| Kelley A. Mason | Middle School |
| Jill M. Schwantes | Red Bank School |
| Heather G. Sherman | Green-Fields School |
| Monica A. Wentz | Oakview School |

Motion carried unanimously.

11. Motion by Mehaffey, seconded by Eckley to amend the motion of February 13, 2012 hiring Carolyn Newdeck as a Substitute Replacement Teacher for the Preschool Disabled Class at Oakview Elementary School, pending completion of all district and state requirements, ***effective March 19, 2012*** through May 29, 2012; and to establish compensation for services at M.A. Level 1; \$56,437 prorated.

Motion carried unanimously.

12. Motion by Mehaffey, seconded by Eckley to approve modifying the June 2012 Calendar for the West Deptford High School on June 12, 2012 through June 14, 2012 from full days to half days for implementation of a Final Exam Schedule for West Deptford High School students only.

NOTE:

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 March 12, 2012 meeting of the Board of Education.

Motion carried unanimously.

2. Motion by Gotchel, seconded by Cargill to approve, retroactive to March 1, 2012, 10 hours of home instruction weekly for Student ID#17384, classified Eligible for Special Education and Related Services – O.H.I.; 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.

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

1. Motion by Brockway, seconded by Hicks to approve Danielle Fisher as a volunteer assistant Middle School Track and Field Coach for the 2011-2012 school year.

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) West Deptford Soccer to use the High School Athletic Fields and Oakview Soccer Field from November 23, 2012 through November 25, 2012 from 7am to 3pm; at no charge to the organization.
 - (2) West Deptford Girls Lacrosse to use the Middle School Athletic Fields from March 27, 2012 through June 8, 2012 from 5:30pm to 8:30pm; at no charge to the organization.

Motion carried unanimously.

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

No action taken.

COURTESY EXTENDED TO VISITORS

The following persons addressed the Board:

- E. Flanigan
- Cheryl Reeve
- Nancy Garvin
- Bill Connelly
- Mike Watts
- Kim Maska
- Michele Fenning
- Meghan Garvin
- Michael Harverson
- Tracy Hastings
- Susan Perry

Motion by Brockway, seconded by Hicks to adjourn the meeting at 8:45pm.

Motion carried unanimously.

William H. Thompson
Assistant Superintendent for Business/Board Secretary