

Gloucester City Board of Education

REGULAR MEETING MINUTES

January 8, 2019

I. **OPENING STATEMENT** Read by Ms. Michele Wright President

This meeting is being held in accordance with the Open Public Meetings Act. Notice of this meeting has been posted on the district website and published through written notice on the official school bulletin board at the Gloucester City High School Media Center, and at Gloucester City Middle School, and through written notice to the Gloucester City News, the Courier Post, and the Gloucester City Clerk.

II. **SALUTE TO THE FLAG**

III. **MEETING CALLED TO ORDER**

IV. **ROLL CALL:**

Mr. Chiodi	Absent	Dr. Martin	Present
Mrs. Cohan	Present	Mrs. Negri	Present
Ms. Flinn	Present	Mr. Schili	Present
Mr. Harris	Absent	Mrs. Wright	Present
Mr. Hubbs	Present	Mrs. Maass (Brooklawn Rep.)	Present

Administration in Attendance: Dr. Dennis Vespe Superintendent, Paul Whitman, Interim Business Administrator. **Administrators:** Janet Kauffmann, Amy Francis. **Principals:** Sean Gorman, Bill O’Kane, Karen Kessler.

V. **PRESENTATION STUDENTS:**

GHS - Ricky Baluya - AVID Program

VI. **EXECUTIVE SESSION:** None

VII. **PUBLIC COMMENTS:**

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to open public session. Motion was passed unanimously by members present.

No comments.

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to close public session. Motion was passed unanimously by members present.

VIII. **APPROVAL OF MINUTES**

On the motion of Mrs. Cohan and seconded by Mr. Hubbs to approve the following minutes. Motion was passed unanimously by members present.

December 6, 2018 Caucus

December 11, 2018 BOE Meeting

IX. **BOARD OF EDUCATION COMMITTEE APPOINTMENTS**

On the motion of Mrs. Cohan and seconded by Mr. Hubbs to establish the following Board of Education Committees and committee members for the remainder of the 2018-2019 school year:

Motion was passed unanimously by members present.

	Chair	Member	Member
Personnel\Negotiations	Ed Hubbs	Meredith Flinn	Paul Martin
Policy	Stephanie Cohan	Paul Martin	Ed Hubbs
Property\Facilities	Jason Chiodi	Leon Harris	Ed Hubbs
Curriculum\Instruction	Nicole Negri	Meredith Flinn	Leon Harris
Finance	Paul Martin	Stephanie Cohan	Ed Hubbs
Discipline	Joseph Schili	Meredith Flinn	Jason Chiodi
Sick Bank	Meredith Flinn	Nicole Negri	Paul Martin
Residency	Joseph Schili	Nicole Negri	Stephanie Cohan
Athletics	Leon Harris	Jason Chiodi	Joseph Schili
Shared Services\Community	Nicole Negri	Leon Harris	Stephanie Cohan

X. COMMITTEE REPORTS:

Personnel\Negotiations: **Ed Hubbs (Chair)**; Meredith Flinn, Paul Martin
 Policy\PR: **Stephanie Cohan (Chair)**; Paul Martin, Ed Hubbs
 Property\Facilities: **Jason Chiodi (Chair)**; Leon Harris, Ed Hubbs
 Curriculum\Instruction: **Nicole Negri (Chair)**; Meredith Flinn, Leon Harris
 Finance: **Paul Martin (Chair)**; Stephanie Cohan, Ed Hubbs
 Discipline: **Joseph Schili (Chair)**; Meredith Flinn, Jason Chiodi
 Sick Bank: **Meredith Flinn (Chair)**; Nicole Negri, Paul Martin
 Residency: **Joseph Schili (Chair)**; Nicole Negri, Stephanie Cohan
 Athletics: **Leon Harris (Chair)**; Jason Chiodi, Joseph Schili
 Shared Services\Community: **Nicole Negri (Chair)**; Leon Harris, Stephanie Cohan

XI. FINANCIAL ACTIONS:

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to approve the following financial actions:

RCV#1 7 votes yes, 1 members abstained on #3, 2 members absent.
 Motion Approved

1. Budget Transfers/Adjustments for the 2018 and 2019 school year.
2. Certification of Sufficient Availability of Funds and No Over-Expenditures
 - a. Board Secretary Certification of No Over-Expenditures
 Pursuant to N.J.A.C. 6A:23-16.10 (c) 3, Paul Whitman, Interim Board Secretary, certifies that as of November 30, 2018, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Gloucester City Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-2.12 (a) 1.

b. Board's Certification of No Over-Expenditures

Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Gloucester City Board of Education certifies that as of November 30, 2018, and after review of the Secretary's Monthly Financial Report appropriations section as presented and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.12-(a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

In accordance with N.J.A.C. 6A:23AS-16.10 (c) 2, it is certified anticipated revenue has changed for the fiscal year ending JUNE 30, 2018 as follows: Increased: \$584,243 Extraordinary Aid 2018.

3. Approval of Secretary and Cash Summary Reports

Approve the November 2018 A148 Board Secretary's Report as submitted and the November 2018 Cash Summary Report on file in the Board Office which are in agreement.

4. Payment of bills as listed:

Payroll	December 2018	\$	2,014,082.25
FICA Board Share	December 2018	\$	34,122.68
FICA State Share	December 2018	\$	109,019.73
Current Expenditures	December 2018	\$	1,551,412.23
Government & Payroll	Funds (10-40)	\$	3,708,636.89
Cafeteria Fund (60)	December 2018	\$	100,199.82
GHS Student Activity (95)	December 2018	\$	15,729.46
GMS Student Activity (96)	December 2018	\$	115.51
CSS Student Activity (97)	December 2018	\$	0
Grand Total		\$	3,824,681.68

5. Millstone Township School District Transportation Jointure - Student 4882815943 attending Garfield Park Academy at a rate of \$19,821.34 from 10/19/18 - 6/20/19.

6. Purchase of a 2019 Express 2500 Passenger Van from Mall Chevrolet under State Contract #A88229 at the cost of \$23,640.00. The funds for this purchase will be coming from account 12-000-270-734-00-0000.

XI. FACILITIES:

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to approve the following facility actions:

RCV#2 8 votes yes, 0 members abstained, 2 members absent.

Motion Approved

1. The Business Administrator/Board Secretary recommends approval of the following Facility Requests:

Group	Location	Date	Time
Carmen Palmiero Basketball League	GHS	03/09/18	8:30AM-4PM
National Assessment of Educational Progress	GHS	1/23/18-1/24/18	8AM-4:30PM

2. The Business Administrator/Board Secretary recommends approval of any revision to the district's current Long Range Facility Plan.

XII. STUDENT MATTERS:

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to approve the following student matters:

RCV#3 8 votes yes, 0 members abstained, 2 members absent.
Motion Approved

1.	4117088485	Brookfield School	11/01/18-12/07/18	\$43.94\hour
2.	3458448409	Jefferson Health	11/09/18-11/21/18	\$43.94\hour
3.	6868598258	GCSSSD, North Campus	12/5/18	\$29,190
4.	6868598258	Terminate Homebound Inst.	12/4/18	\$0.00
5.	3971235036	Begin Brookfield Academy	12/14/18	\$30,000
6.	2108264901	Homeschool	12/17/18-06/30/19	\$0.00
7.	6790820264	Homebound	12/17/18-12/21/18	\$43.94\hour
8.	5286043323	Homebound	12/18/18-01/09/19	\$43.94\hour
9.	1806357480	Homeschool	01/02/19-06/30/19	\$0.00
10.	2288481596	Homeschool	01/02/19-06/30/19	\$0.00
11.	2991136504	Homeschool	01/02/19-06/30/19	\$0.00
12.	2307539860	Homeschool	01/02/19-06/30/19	\$0.00

XIII. INSTRUCTIONAL:

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to approve the following instructional items:

RCV#4 8 votes yes, 1 members abstained on 2.d, 2 members absent.
Motion Approved

1. Materials and Programs
 - a. Course Selection Booklet 2019-2020
 - b. Novel - Song of Solomon
2. Field Trips
 - a. CSS - PTO High Sellers Prize Reward Limo Ride to Pat's Select Pizza, Gloucester City on 2/15/19 during the lunch time hours for each grade level.
 - b. GHS - Athletics-20 Staff and Students-South Youth Summit-Special Olympics – 01/25/19 9AM-2PM, Riverwinds Community Center Cost \$0, using athletic bus for transportation.
 - c. GHS - Student Council trip to Statue of Liberty with Gloucester City Municipal Government Officials-April 2019-paid for by Gloucester City Municipal Alliance

- d. CSS - Camden County Sheriff's Department K-9 & ARV visits All PreK Students, No Fee, 5/16/19

3. Workshops

- a. Janine Wechter - To attend NJASBO Accounting and Auditing Checkup Workshop 1/17/19 being held in Mt. Laurel, NJ cost to attend is \$100.00
- b. Janine Wechter - To attend the NJASBO TECHSPO Workshop 1/31/19-2/1/19 being held in Atlantic City, NJ cost to attend \$450.00
- d. LinkIt Principal and Teacher Data Leadership Academies - Shared Expectations: Using data effectively to improve teaching, leading and learning. December 11, 2018 at Camden County: Dee Driscoll, Debbie Harris, Carly Shrader

XIV. PERSONNEL:

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to approve the following personnel items:

RCV#5 8 votes yes, 1 members abstained on #9, 2 members absent.

Motion Approved.

- 1. Deborah Harris - CSS Teacher to GMS Interim Vice Principal effective 01/09/19-6/30/19.
- 2. Kim Stamm - GMS Teacher to GHS Curriculum Interim Vice Principal effective 01/09/19-6/30/19.
- 3. 12-16 Teachers for Instructional Help - GMS\GHS: Math, Language, Science, Social Studies, \$30.00 per hour effective Feb., 2019 – Mar., 2019 (on as needed basis). Title I ESSA Grant Funds
- 4. Christie Murray - Separation agreement effective 06/30/2019.
- 5. Kathleen Pennington - FMLA 11/29/18 through 01/09/19 without pay.
- 6. Alice Jackson - Extended medical leave 01/15/19-04/09/19 using sick time.
- 7. Elizabeth Ward - Extended medical leave 11/06/18-02/04/19 using sick 11/20/18 through 1/22/19. 1/23/19 through 1/31/19 without pay.
- 8. Katherine Flood - Paraprofessional to 4th grade teacher BA01 \$50,891 effective 01/02/19.
- 9. Camden County College Students, for field experience at the CSS from 2/11/19 through 4/5/19.
Pending proper paperwork and fingerprinting.
Lisa Anderson 3rd Grade Classroom - Student Madison Reilly
Susan Todd 2nd Grade Classroom - Student Victoria Lang
Mary Motolese/Tara Yates 1st Grade Classroom - Student Kathryn Warner
Gemma Schultes 2nd Grade Classroom - Student Lizet Trinidad-Palillero
Maread Gallagher 1st Grade Classroom - Student Kiana Blake
- 10. Dr. Curry - Approve for the board to send Assistant Superintendent in Charge of Instruction contract to the Executive County Superintendent.

XV. POLICY: None

XVI. OLD BUSINESS:

Mrs. Cohan asked when the Board would receive an update on answers to Dr. Martin's questions regarding the solar project. Dr. Vespe responded that Craig Gargano from Parker McCay, the district's attorney's would be present at one of the February board meetings to answer questions related to the solar project. In addition, Dr. Vespe has invited NEP, the solar contractor to attend this meeting.

Mrs. Flinn requested access to the district's curriculum and scope and sequence. Dr. Curry will email her a link, and then explained that the public does not have access to this information because of test and mid-term accessibility on these sites.

XVII. NEW BUSINESS:

Mr. Hubbs requested that the board attorney attend board meetings over the next few months to assist the new board president with procedural and technical issues.

Mrs. Negri requested that the board review how the district's committees function. There was additional board discussion on this topic and it was decided that the February caucus meeting would begin at 5 pm so the board could have the committee discussion as a full board.

XVIII. DISCUSSION ITEMS: Mr. Frank Cavallo, Solicitor will complete the Board of Education Ethics Presentation.

XIX. OTHER REPORTS:

On the motion of Mrs. Cohan and seconded by Mr. Hubbs to approve the following reports. Motion was passed unanimously by member's present.

1. Student Attendance: CSS GMS GHS
2. Health Reports: CSS GMS GHS
3. Monthly Reports
Facilities CST
Technology GMS
Curriculum CSS
GHS

XIX. PUBLIC COMMENT OPEN

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to open public session. Motion was passed unanimously by members present.

Christine Renshaw inquired as to why the Talented and Gifted (TAG) program was not operating after the holiday break. Mr. O'Kane, the Middle School Principal, explained that they were transitioning teachers and there were some certification issues that had to be resolved. He indicated that the TAG program should be up and running by the end of the week.

Jim Renshaw asked about the stop sign at 6th and Powell Streets, which he had mentioned at the December meeting as a safety concern. Dr. Vespe responded that he had addressed this issue with Chief Morrell, of the Gloucester City Police Department, and he is reviewing this issue.

XX. PUBLIC COMMENT CLOSE

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to close public session. Motion was passed unanimously by member's present

XX. EXECUTIVE SESSION:

On the motion made by Mrs. Cohan and seconded by Mr Hubbs to enter Executive Session for approximately 45 minutes to discuss personnel issues and legal matters at 7:23. No action will be taken.
Motion was passed unanimously by board members.

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-12 et seq.) requires all meetings of the Gloucester City Public Schools, Board of Education to be held in public, N.J.S.A. 10:4-12(b) sets forth nine types of matters that may lawfully be discussed in Executive Session," i.e. without the public being permitted to attend; and

WHEREAS, the Gloucester City Public Schools, Board of Education has deemed it necessary to go into closed session to discuss certain matters which are exempted from the Public; and

WHEREAS, the nine exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the decision as possible without undermining the purpose of the exception shall be written.

NOW, THEREFORE, BE IT RESOLVED that the Gloucester City Public Schools, Board of Education will go into closed session for the following reason(s) as outlined in N.J.S.A. 10:4-12(b):

____ Any matter which, by express provision of Federal Law, State Statute or Rule of Court shall be rendered confidential or excluded from discussion in public

____ Any matter in which the release of information would impair a right to receive funds from the federal government;

____ Any matter the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly;

____ Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body

____ Any matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank 3 rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed;

____ Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

____ Any investigations of violations or possible violations of the law;

____ Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer;

____ Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed in public;

____ Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility;

WHEREAS, the length of the Executive Session is undetermined; however, the Gloucester City Public Schools, Board of Education will make every attempt to estimate the time of the session prior to convening the session after which the public meeting shall reconvene at ____ pm and the Gloucester City Public Schools, Board of Education will proceed with business.

NOW, THEREFORE, BE IT RESOLVED, that the Gloucester City Public Schools, Board of Education will go into Executive Session for only the above stated reasons;

BE IT FURTHER RESOLVED that the Gloucester City Public Schools, Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Gloucester City Public Schools, Board of Education attorney advises that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the school district or any other entity with respect to said discussion.

BE IT FURTHER RESOLVED that the Gloucester City Public Schools, Board of Education, for the aforementioned reasons, hereby declares that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the board secretary to take the appropriate action to effectuate the terms of this resolution.

BE IT FURTHER RESOLVED that the Board Secretary on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

XXI. RETURN TO PUBLIC SESSION

On the motion made by Mrs. Cohan and seconded by Mr. Hubbs to close executive session and return to public session at 8:30.

Motion was passed unanimously by board members.

XXII. ACTION TAKEN AFTER EXECUTIVE SESSION: None

XXIII. ADJOURNMENT:

8:33PM This meeting was adjourned on the motion of Mrs. Cohan and seconded by Mr. Hubbs. Motion was passed unanimously by members present.

Paul Whitman
Interim Business Administrator\Board Secretary

Board Members	RCV#1	RCV#2	RCV#3	RCV#4	RCV#5		
Mr. Chiodi	Absent						
Mrs. Cohan	Y	Y	Y	Y	Y		
Mrs. Flinn	A #3	Y	Y	A	Y		
Mr. Harris	Absent						
Mr. Hubbs	Y	Y	Y	Y	Y		
Dr. Martin	Y	Y	Y	Y	A #9		
Mrs. Negri	Y	Y	Y	Y	Y		
Mr. Schili	Y	Y	Y	Y	Y		
Mrs. Wright	Y	Y	Y	A #2d	Y		
Ms. Maass	Y	Y	Y	Y	Y		