

Gloucester City Public Schools
Board of Education
1300 Market Street, Gloucester City, NJ 08030

January 9, 2018, 7:00 p.m.
CAUCUS/REGULAR MEETING MINUTES

I. **OPENING STATEMENT:** Read by Mr. Edward Hubbs, 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. **PRESIDING:** Mr. Edward Hubbs, President

IV. **MEETING IS CALLED TO ORDER at 7:20pm**

V. **ROLL CALL:**

| | | | |
|-------------|---------|---|---------|
| Mrs. Borger | Present | Mr. Johnson | Present |
| Mr. Chiodi | Absent | Mr. Spotts | Present |
| Mrs. Cohan | Present | Mrs. Wright | Present |
| Mr. Harris | Present | Vacancy | |
| Mr. Hubbs | Present | Christian McGrory (Brooklawn Representative) | Present |

VI. **PRESENTATION\STUDENTS:**

- A. GHS: Daniel Clifton
- B. GMS: Mikayla Renzi and Danaka Bennett
- C. CSS: Ocean Krumenacker and Faith Hopkins

VII. **PUBLIC COMMENTS:**

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

- Mr. Michael Hopkins, 821 Hudson Street, Gloucester City told the board he received a letter of notice of cancellation of the Cold Spring School Homework Club in March. Mr. Hopkins feels this is a big loss to the district as it is beneficial to the students and he would like the district to reconsider.

VIII. **APPROVAL OF MINUTES:**

On the motion made by Mrs. Borger and second by Mrs. Cohan to approve the following minutes:

RCV #1 8 votes yes, 1 member absent. Motion approved.

[December 7, 2017 Caucus](#)
[December 12, 2017 BOE Meeting](#)

IX. **COMMITTEE REPORTS:**
Personnel\Negotiations: Bill Johnson
Policy\PR: Stephanie Cohan
Property\Facilities:
Curriculum\Instruction: Leon Harris
Finance: Jackie Borger
Discipline:
Sick Bank: Michelle Wright
Shared Services\Innovations\Food Services: Jackie Borger

X. **NEW BUSINESS:** Dr. Dennis Vespe informed the board of a request from Mount Ephraim Schools to register a special education student for tuition.

XI. **BUSINESS AFFAIRS:**

Finance

Upon the Business Administrator's recommendation, motion by Mrs. Borger, seconded by Mrs. Cohan to approve the following financial actions:

RCV #2 8 votes yes, 1 member absent. Motion approved.

1. Budget Transfers/Adjustments for the 2017-2018 school year. [Item 1](#)
2. Board Secretary and Treasurer's Reports for the month of November 2017. [Item 2](#)

The Board Secretary's Report is in accordance with 18A: 17-36 and 18A: 17-9 for the month of November 2017. The Board Secretary certifies that no line item account has been over expended in violation of N.J.A.C. 6A: 23A – 16.10 (c) 3 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

The Treasurer's Report is in accordance with 18A:17-36 and 18A:17-9 for the month of November 2017. The Treasurer's Report and Secretary's report are in agreement for the month of November 2017.

Board Secretary in accordance with N.J.A.C. 6A:23A - 16.10 (c) 2 certifies that there are no changes in anticipated revenue amounts or revenue sources.

Board of Education Certification – pursuant to N.J.A.C. 6A:23A – 16.10 (c) 4 We certify that after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major accounts or fund has been over expended in violation of N.J.A.C. 6A:23A – 16.10 (b) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

3. Bill lists as follows: [Item 3](#)

| | | | |
|---------------------------|----------------|----|--------------|
| Payroll | December, 2017 | \$ | 2,301,847.22 |
| FICA Board Share | December, 2017 | \$ | 48,257.65 |
| FICA State Share | December, 2017 | \$ | 116,375.24 |
| Health Benefits | December, 2017 | \$ | 741,997.30 |
| Current Expenditures 1 | | \$ | 959,359.71 |
| Government & Payroll | Funds (10-40) | \$ | 4,167,837.12 |
| | | | |
| Cafeteria Fund (60) | | \$ | 128,875.89 |
| GHS Student Activity (95) | | \$ | 7,616.46 |
| GMS Student Activity (96) | | \$ | 350.00 |
| CSS Student Activity (97) | | \$ | 103.05 |
| Grand Total | | \$ | 4,304,782.52 |

XII. STUDENT MATTERS:

Upon the Superintendent's recommendation, motion by Mrs. Borger, seconded by Mrs. Cohan to approve the following student matters:

RCV #3 1-13 8 votes yes, 1 member absent. Motion approved.

RCV #6 14 Motion of Mrs. Borger, seconded by Mrs. Cohan to approve #14 after executive session. 8 votes yes, 1 member absent. Motion approved.

| | | | | |
|-----|------------|--|-------------|---------------------|
| 1. | 9812011232 | CASTLE | \$43.94 | 11/21/17 |
| 2. | 9793356395 | Begin Homebound Instruction | \$43.94 | 12/13/17 |
| 3. | 5686544044 | Begin Homebound Instruction | \$43.94 | 12/01/17 - 12/08/17 |
| 4. | 5686544044 | Princeton House | \$43.94 | 12/15/17 |
| 5. | 4588300409 | Inspira Health Network | \$43.94 | 11/13/17 |
| 6. | 2993713022 | GCS SSD Developmental Center | \$29,820.00 | 12/11/17 |
| 7. | 2993713022 | 1:1 Aide at GCS SSD | \$27,972.00 | 12/11/17 |
| 8. | 8211977807 | Yale North II, Kirby's Mill Elementary | \$31,200.00 | 01/02/18 |
| 9. | 8211977807 | Terminate Yale School, Ellisburg | \$0.00 | 12/22/17 |
| 10. | 7832235096 | Begin Homebound Instruction | \$43.94 | 11/28/17 |
| 11. | 5725544745 | NJ Commission for the Blind | \$1,511.00 | 09/05/17 |
| 12. | 4123821171 | Begin Homebound Instruction | \$43.94 | 01/02/18 |
| 13. | 5197102957 | Hampton | \$43.94 | 12/15/17 |
| 14. | 1234588024 | Mount Ephraim-BD Program | \$11,271.60 | 01/10/18 |

FACILITIES ACTIONS:

1. Facilities Usage:

Upon the Superintendent’s recommendation, motion by Mrs. Borger, seconded by Mrs. Cohan, for approval of the following Facility Requests:

RCV #4 8 votes yes, 1 member absent. Motion approved.

| Group | Location | Date | Time |
|--|----------|---------------------|---------------|
| CPBL Basketball | CCS | 01/03/18 - 03/07/18 | 6:30pm-9:00pm |
| Gloucester City Lions Youth Wrestling-Tournament | GHS | 12/26/17 | 8:00am-4:00pm |
| NJ State Police-Training | MEC | 1/10/18 | 9:00am-1:00pm |

2. Long Range Facilities Revision:

Upon the Superintendent’s recommendation, motion by Mrs. Borger, seconded by Mrs. Cohan, for approval of any revision to the district’s current Long Range Facility Plan.

Motion was passed unanimously by member’s present

XIII. INSTRUCTIONAL:

Upon the Superintendent’s recommendation, motion by Mrs. Borger, seconded by Mrs. Cohan, for approval of the following instructional items:

RCV #4 8 votes yes, 1 member absent. Motion approved.

1. Workshops

- a. Kasey Bobo: 2018 Mandatory District Test Coordinator and District Technology Coordinator on 3/8/2018 at no cost.
- b. Janet Kauffmann: 2018 Mandatory District Test Coordinator and District Technology Coordinator on 3/8/2018 at no cost._

2. Materials and Programs

- a. Honors U.S. History I
- b. Integrated Natural Science
- c. Orientation to College
- d. Math Tutoring 7 & 8
- e. Peer Tutoring

3. Field Trips

- a. Karen Kessler: Limo Ride to Pat's Select Pizza, Broadway, Gloucester City for lunch on 01/11/18 (High sellers for PTO Fundraiser held in 11/19/17; 19 students) at no cost.
- b. Pat Egerton: Deptford Rehabilitation Center on 01/21/18 for NHS students at no cost.
- c. Pat Egerton: Escape Room, Glassboro in May 2018 for NHS students; \$75.00 for bus.
- d. Tim Walker: Holocaust Museum, Washington DC in April or May 2018 for 11th and 12th grade students; \$25.00 per student and \$200.00 for bus.
- e. Neil Rossiter and Sandy Baczewski: Stockton University on 3/1/2018 for Forensics students; \$100.00 for bus.

4. Calendar Update
 - a. Wednesday, January 10th will be changed from a full day at GHS to a delayed opening at the GHS only.

XIV. PERSONNEL:

Upon the Superintendent's recommendation, motion by Mrs. Borger, seconded by Mrs. Cohan to approve the following personnel items:

RCV #5 8 votes yes, 1 member absent. Motion approved

1. To approve the resignation of Nicholas Stone, Paraprofessional, effective 01/15/2018.
2. To approve the resignation of James Higgins, Assistant Wrestling Coach, effective 12/08/17.
3. To approve the resignation of Jeffrey Warner, Custodian, effective 12/27/17.
4. To approve the resignation of Shehab Uddin, Varsity Soccer Coach and Assistant Track Coach, effective 12/18/17.
5. To approve Kelli Lukasiak as Middle School Cheerleading Coach, effective 01/10/18 at a stipend of \$1221.
6. To approve Kathleen Mortimer as Substitute Custodian, \$11.00 per hour effective 01/10/18-06/30/18.
7. To approve Peggy Garrison as Cafeteria Aide, \$17.87 per hour effective 01/10/18-06/30/18.
8. To approve Keith Locker, Custodian, as District Wide Utility Person from 12/11/17 through 06/30/18 at a stipend of \$2500 per year (prorated).
9. To approve Anthony Diorio, Rowan University student, for Field Experience with Gary Woodruff, PE Teacher at CSS, from 01/29/18 through 03/07/18.
10. To approve Danielle Barnes, Rowan University student, for Field Experience with Lisa Triantafillou, PE Teacher at GMS, from 01/29/18 through 03/07/18.
11. To approve Nicole Ras, Rowan University student, for Field Experience with Erin Small, PE Teacher at GHS, from 03/19/18 through 04/23/18.
12. To approve Haley Symon, Rowan University student, for Field Experience with Don Urbanski, PE Teacher at GMS, from 03/19/18 through 04/23/18.
13. To approve Kristin Charles for maternity leave, qualifying for both FMLA and NJFLA simultaneously for the care of her newborn child, to run concurrently with paid sick leave, with a start date of 03/05/18 and a return date of 07/01/18.
14. To approve Lisa Huff for maternity leave, qualifying for both FMLA and NJFLA simultaneously for the care of her newborn child, to run concurrently with paid sick leave, with a start date of 03/19/18 and a return date of 09/04/18.
15. To approve Lauren Rebstock to return early from an approved maternity leave on 02/05/18.

XV. POLICY: NO ITEMS AT THIS TIME

XVI. **DISCUSSION ITEMS:**

1. Dr. Vespe recognized Mrs. Kauffmann and Maintenance Staff for their time and efforts on snow days.
2. Ms. Kayleen Eagan, Solicitor did a presentation on Board of Education Ethics.

XVII. **OTHER REPORTS:**

- D. [Student Attendance](#)
- E. [Curriculum](#)
- F. [Child Study Team](#)
- G. [Facilities](#)
- H. [Cold Springs School](#)
- I. [Gloucester City Middle School](#)
- J. [Gloucester City High School](#)
- K. Health Reports:
 - a) [CSS](#)
 - b) [GMS](#)
 - c) [GHS](#)

XVIII. **EXECUTIVE SESSION:**

8:20 pm Motion by Mrs. Borger seconded by Mrs. Cohan to go into closed session for about 15 minutes to discuss collective bargaining agreement and tuition. Action will be taken. Motion was passed unanimously by members present.

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 8:30pm 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.

XIX. RETURN TO PUBLIC SESSION

8:21 pm Motion by Mrs. Borger and seconded by Mrs. Cohan to close executive session and return to public session. Motion was passed unanimously by members present.

XX. PUBLIC COMMENT OPEN:

Motion made by Mrs. Borger and seconded by Mrs. Cohan to open the meeting for public participation
Motion was passed unanimously by members present.

NONE

XXI. PUBLIC COMMENT CLOSE:

Motion made by Mrs. Borger and seconded by Mrs. Cohan to close the meeting for public participation
Motion was passed unanimously by members present.

XXII. ACTION TAKEN AFTER EXECUTIVE:

- Motion made by Mrs. Borger seconded by Mrs. Cohan to make a final determination that non-resident students are not eligible to attend Gloucester City Public Schools.

RCV #6 8 votes yes, 1 member absent. Motion approved

- Motion made by Mrs. Borger seconded by Mr. Johnson to approve a contract between Gloucester City Board of Education and Gloucester City Administrators Association for the period 07/01/2017 through 06/30/2020.

RCV #7 8 votes yes, 1 member absent. Motion approved

XXIII. ADJOURNMENT:

8:30 pm This meeting was adjourned on the motion of Mrs. Borger and seconded by Mrs. Cohan. Motion was passed unanimously by members present.

Margaret M. McDonnell
Business Administrator\Board Secretary

| Board Members | RCV#1 | RCV#2 | RCV#3 | RCV#4 | RCV#5 | RCV#6 | RCV#7 |
|---------------|--------|-------|-------|-------|-------|-------|-------|
| Mrs. Borger | Y | Y | Y | Y | Y | Y | Y |
| Mr. Chiodi | Absent | | | | | | |
| Mrs. Cohan | Y | Y | Y | Y | Y | Y | Y |
| Mr. Harris | Y | Y | Y | Y | Y | Y | Y |
| Mr. Hubbs | Y | Y | Y | Y | Y | Y | Y |
| Mr. Johnson | Y | Y | Y | Y | Y | Y | Y |
| Mr. Spotts | Y | Y | Y | Y | Y | Y | Y |
| Mrs. Wright | Y | Y | Y | Y | Y | Y | Y |
| Mr. McGrory | Y | Y | Y | Y | Y | Y | Y |