

AUGUST 16, 2017

REGULAR MEETING" - BOARD OF EDUCATION

WEDNESDAY, AUGUST 16, 2017 - 7:00 O'CLOCK P.M.

GLOUCESTER CITY HIGH SCHOOL MEDIA CENTER

Mr. Edward C. Hubbs, President, read the following statement:

“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 Jr. Sr. High School Media Center and at Mary Ethel Costello School, and through written notice to the Gloucester City News, the Courier Post, and the Gloucester City Clerk”.

Salute to the Flag.

PRESIDING Mr. Hubbs, President

ROLL CALL: Mrs. Borger Present
 Mrs. Cohan Present
 Mr. Dolson Absent
 Mr. Driscoll Present
 Mr. Harris Present
 Mr. Hubbs Present
 Mr. Johnson Absent
 Mr. Spotts Present
 Mrs. Wright Present
 Mr. McGrory Absent

Administration in Attendance

Elizabeth Curry, Ed.D, sitting in for Superintendent, Ms. McDonnell, Business Administrator; Board Solicitor; Administrators: Mrs. Francis, Mr. Kenney, Mrs. Kauffmann; Principals: Mrs. Kessler, Mr. O’Kane; Ms. Finley.
Approx. 12 members of the public along with Dr. Vespe & his wife.

Mr. Hubbs reviewed Code of Ethics.
Mr. Johnson arrived 7:20.

PUBLIC SECTOR

On the Motion of Mrs. Borger, seconded by Mrs. Cohan to open the meeting for public participation. Motion was passed unanimously by members present.

None

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On the Motion of Mrs. Borger, seconded by Mrs. Cohan to close the meeting for public participation. Motion was passed unanimously by members present.

COMMITTEES

Personnel/Negotiations: Mrs. Borger reported
Policy/PR: Mrs. Cohan reported
Property/Facilities: Mr. Spotts reported
Curriculum/Instr: Mr. Harris reported
Finance: Mrs. Borger reported
Discipline: Mr. Driscoll reported
Sick Bank: Mrs. Wright reported
Shared Services/
Innovation/ Mrs. Borger reported
Food Services:
Residency Committee:

APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

On the Motion of Mrs. Borger, seconded by Mrs. Cohan to approve and accept the following Board Minutes as amended. Motion was passed unanimously by members present.

July 11, 2017 Regular & Caucus Meeting
July 11, 2017 Executive Session
July 26, 2017 Regular & Caucus Meeting
July 26, 2017 Executive Session

ADMINISTRATIVE REPORTS

Upon the Superintendent's recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan, to approve the Administrative Reports for JULY 2017 Board of Education. Motion was passed unanimously by members present.

Exhibit	Superintendent Summary
A	Director of Curriculum: Technology, After 3, Extended Day Program
B	Facilities
C	Special Education
D	Jr. Sr. High School
E	Mary Ethel Costello
F	Cold Springs School

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SUPERINTENDENT’S REPORT

Mission Statement:

“The educational process of the Gloucester City Public School District is the embodiment of visionary leadership, involved community, and individual needs. It is characterized by a holistic approach, by technological innovation, and by the development of socially responsible citizens. All students in the Gloucester City School District will be able to demonstrate the skills as outlined in the New Jersey Student Learning Standards. The students of the Gloucester City Schools will become contributing members of a changing economy and be prepared and committed to life long learning.”

A. STUDENTS The Superintendent recommends approval of the following Student Action Items:

Upon the Superintendent’s recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan to approve the following Student Action Items.

RCV #1 7 votes yes, 3 members absent. Motion approved.

A. STUDENTS						
The Superintendent recommends approval of the following Student Action Items:						
BOE Date	Student #	Action	Amount	Effective Date		
8/16/2017	8942212734	Senior Privilege	\$0.00	09/01/2017 - 06/30/2018		
8/16/2017	7141324426	Remote Completion of Coursework for a Portion of the 2017-2018 School Year		09/01/2017 - 06/30/2018		
8/16/2017	8766005718	Begin Garden State Pathways @ Camden County College	\$4,000.00	8/31/2017		

B. PERSONNEL The Superintendent recommends approval of the following Personnel Action Items:

Upon the Superintendent’s recommendation, Motion by Mrs Borger, seconded by Mrs. Cohan to approve the following Personnel Action.

RCV #2 8 votes yes, 2 members absent. Motion approved.

Staff Hires						
BOE Date	Last	First	Position	Salary	Effective	
8/16/2017	Pfeffer III	John	Substitute Custodian	\$11.00 per hour	9/5/2017 - 6/30/2018	
8/16/2017	James	Alice	Substitute Custodian	\$11.00 per hour	9/5/2017 - 6/30/2018	
8/16/2017	Baker	Brittany	Substitute Custodian	\$11.00 per hour	9/5/2017 - 6/30/2018	
8/16/2017	Plews	Robert	Bus Driver	\$19.75 per hour	9/1/2017	
8/16/2017	Navarra	Emily	Preschool Teacher	\$50891 BA Step 1	9/1/2017	
8/16/2017	Ahern	Katie	Preschool Teacher	\$53272 BA+15 Step 6	9/1/2017	
8/16/2017	Blake	Colleen	English Teacher	\$50891 BA Step 1	9/1/2017	
8/16/2017	Sidoti	Antonino	Special Education Teacher	\$53649 MA Step 1	9/1/2017	
8/16/2017	Clark	Donna	Special Education Teacher	\$51096 BA Step 2	9/1/2017	
8/16/2017	Gorman	Shannon	Non Public School Nursing - State Aid	\$49,205	9/1/2017	
8/16/2017	Ekimoglou	Sue	District Math/Cross Curricular Coach	No Salary Change	9/1/2017 - 7/30/2018 (11 months)	
8/16/2017	Fiorini	Nancy	Summer Curriculum Writing	\$29.35 per hour	8/17/2017 - 09/01/2017	
8/16/2017	Baczewski	Sandra	Summer Curriculum Writing	\$29.35 per hour	8/17/2017 - 09/01/2017	
8/16/2017	TBD		Algebra II Teacher	no higher than Step 2	9/5/2017	
Class Advisers						
8/16/2017	Bennett	Denise	Junior Class Adviser		9/1/2017	
Clubs & Teams						
8/16/2017	Way	Michelle	Freshman Field Hockey Coach		9/1/2017	
8/16/2017	Bennett	Rhonda	Interact Club		9/1/2017	
8/16/2017	Donahue	Rachel	School Newspaper		9/1/2017	
8/16/2017	Fahy	Jamie	HS Journalism Asst (split)		9/1/2017	
8/16/2017	Ruskoski	Jessica	HS Journalism Asst (split)		9/1/2017	
8/16/2017	McGoldrick	Kati Jo	HS Dance Team		9/1/2017	
8/16/2017	Cipriani	Susan	Student Organization Advisor - National Junior Honor Society (NJHS)		9/1/2017	

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<u>Staff Teams</u>								
BOE Date							Effective	
8/16/2017	The Board of Education approves the HIB Teams for each school (see exhibit)						2017-2018	
8/16/2017	The Board of Education approves the Intervention and Referral Services Teams for each school (see exhibit)						2017-2018	
<u>Staff Resignation/Retirement</u>								
BOE Date	Last	First	Job Title				School	Effective
8/16/2017	Gentile	Christine	Preschool Master Teacher				CSS	6/30/2017
<u>Staff Building Move</u>								
BOE Date	Last	First	Job Title	From	To	Effective		
8/16/2017	Homan	Spencer	Paraprofessional	GMS	CSS	6/30/2017		
8/16/2017	Ruskoski	Jessica	ESL Teacher Replacing Sandy Mahoney	ECC	CSS	9/1/2017		
8/16/2017	Battiatto	Christina	LDTC	GMS	CSS	9/1/2017		
8/16/2017	Dragani	Jenna	Psychologist	GMS	CSS	9/1/2017		
8/16/2017	Velez	Natalie	Special Education Teacher	GHS	GMS	9/1/2017		
8/16/2017	Field	Kathy	Psychologist	GHS	GMS	9/1/2017		
8/16/2017	Maugeri	Stacey	Psychologist	CSS	GMS	9/1/2017		
8/16/2017	Stevenson	Melorra	Social Worker	CSS	GMS	9/1/2017		
8/16/2017	Clark	Rose	Paraprofessional	GHS	GMS	9/1/2017		
8/16/2017	Freedman	Melissa	Special Education Teacher	GHS	GMS	9/1/2017		
8/16/2017	Keck	Joanne	Paraprofessional	GHS	GMS	9/1/2017		
8/16/2017	Edwards	Tracey	Special Education Teacher	GHS	GMS	9/1/2017		
8/16/2017	Burke	Ryann	Special Education Teacher	GHS	GMS	9/1/2017		
8/16/2017	Lizzio	Cynthia	Paraprofessional	MEC	GHS	9/1/2017		
8/16/2017	Inkster	Tyler	Special Education Teacher	GHS	GMS	9/1/2017		
8/16/2017	Hagan	Kevin	Paraprofessional	GHS	CSS	9/1/2017		
8/16/2017	Kitchenman	Kristin	SAC/Nurse	GHS	GMS	9/1/2017		
8/16/2017	Silverman	Pat	School Nurse	GHS	GMS	9/1/2017		
<u>Staff Leave of Absence</u>								
BOE Date	Last	First	Job Title				Effective	
8/16/2017	Rebstock	Lauren	CSS Teacher				10/3/2017 - 06/30/2018	
<u>Staff Protocol</u>								
BOE Date							Effective	
8/16/2017	The Gloucester City Board of Education approves the Protocol for Preschool Shopping (see Exhibit)						09/01/2017 - 06/30/2018	
<u>Student Placement</u>								
BOE Date	Last	First	School	Staff	Effective			
8/16/2017	Boothe	Kerry	Rowan University	William McLaughlin	09/01/2017 - 06/30/2018			
8/16/2017	Smolenski	Gina	Camden County College	William Okane	09/01/2017 - 06/30/2018			
8/16/2017	Greer	Sarah	Camden County College	William Okane	09/01/2017 - 06/30/2018			
8/16/2017	Spruill	Alexander	Camden County College	William Okane	09/01/2017 - 06/30/2018			
<u>Survey Request</u>								
BOE Date	Last	First	School	Request	Effective			
8/16/2017	Shackil	Jessica	Caldwell University	Permission to administer an anonymous thirty-three item survey instrument to the teachers in at least one school at each level (elementary, middle, and high school), which should only take about five minutes for each teacher to complete. While the survey would be most easily and quickly completed online via Google Forms, if you prefer, I can distribute a hard copy of the survey at the conclusion of a regularly-scheduled faculty meeting, between September and November, 2017. (see Exhibit)	09/01/2017 - 06/30/2018			

Administrator Contracts

1. Upon the Superintendent's recommendation, Motion by Mrs. Borger, seconded by Mr. Johnson to approve the following Administrative Contract.
RCV #3 5 votes yes, 2 members absent, 3 abstain. Motion approved.

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Recommend the Board approve hiring of Dennis Vespe, Ed.D as Superintendent of Schools effective 9/1/17, or as soon as possible thereafter, per the terms of the Superintendent Contract, terms of which are subject to contract review and approval by the Executive County Superintendent of Schools.

The Board of Education approves the submission of the proposed new Superintendent contract for the 2017-2021 school years to the Executive County Superintendent for review and approval.

2. Upon the Superintendent’s recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan to approve the following Administrative Contract.

RCV #4 5 votes yes, 2 members absent, 3 abstain. Motion approved.

Recommend the Board approve hiring of Thomas Coleman as Interim Assistant Superintendent of Schools effective 8/21/17 or as soon as possible thereafter, per the terms of the Interim Superintendent Contract, terms of which are subject to contract review and approval by the Executive County Superintendent of Schools.

The Board of Education approves the submission of the proposed new Interim Assistant Superintendent contract to the Executive County Superintendent for review and approval.

C. WORKSHOPS The Superintendent recommends approval of the following Workshops:

Upon the Superintendent’s recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan to approve of the following Workshops.

RCV #5 7 votes yes, 3 members absent. Abstained self motion. Motion approved.

BOE Date	Last	First	Event	Date	Cost	Mileage
8/16/2017	Kitchenman	Kristin	Keys to Saving Lives	9/6/2017	\$0.00	\$0.00
8/16/2017	Glinos	Donna	AENJ 2017 Workshop (Beyond Looking 2017)	10/2/2017	\$185.00	\$52.00
8/16/2017	Cohan	Stephanie	NJSBA Convention Workshop	10/24/17-10/26/17	\$1400.00 Group Rate for Workshop \$330.00 Group Rate per Room	\$100.00
8/16/2017	Driscoll	John	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Wright	Michelle	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Borger	Jacqueline	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Spotts	Shawn	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Dolson	Richard	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Johnson	Bill	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Harris	Leon	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Hubbs	Edward	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Kauffmann	Janet	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Kenney	John	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Curry	Liz	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	Superintendent		NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00
8/16/2017	McDonnell	Margaret	NJSBA Convention Workshop	10/24/17-10/26/17		\$100.00

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D. FUNDRAISERS / FIELD TRIPS /ASSEMBLIES The Superintendent recommends approval of the following Trips/ Fundraisers:

Upon the Superintendent’s recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan to approve of the following Trips/ Fundraisers.

RCV #6 7 votes yes, 3 members absent. Motion approved.

Assemblies									
8/16/2017	Kitchenmann	Kris	"Brown & White Drug Awareness" Program			TBA 2018	All Students	\$ -	\$ -

E. CURRICULUM

Upon the Superintendent’s recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan to approve of the following Curriculum Items.

RCV# 7 7 votes yes, 3 members absent. Motion approved.

BOE Date	Title	Author	Publisher	Copyright
8/16/2017	How to Read Literature Like a Professor	Thomas C. Foster	Harper	2014
BOE Date	Action			
8/16/2017	QSAC District Improvement Plan			
8/16/2017	Title III ESEA-NCLB FY 2018 Consortium Designation Forms			
8/16/2017	English Language Arts/Literacy Grade 6			
8/16/2017	Preschool			
8/16/2017	Help Desk I			
8/16/2017	Help Desk II			
8/16/2017	Intro to Computer Technology Resources			
8/16/2017	Computer Science Grade 7			
8/16/2017	Academic Support Skills			
8/16/2017	TV Production & Film Making II			
8/16/2017	Creative Writing I			
8/16/2017	Grade 1 English Language Arts/Literacy			
8/16/2017	Grade 2 English Language Arts/Literacy			
8/16/2017	Grade 3 English Language Arts/Literacy			
8/16/2017	Grade 4 English Language Arts/Literacy			
8/16/2017	Grade 5 English Language Arts/Literacy			

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SECRETARY'S REPORT

Financial Actions:

Upon the Superintendent's recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan to approve the following Financial Action Items (1-9).

RCV #8 8 votes yes, 2 members absent. Motion approved.

1. **Approval of Transfers**

Approve appropriation transfers for FY 2017. **(Exhibit AUGUST - 5a)**

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, Margaret M. McDonnell, Board Secretary, certifies that as of JUNE 30, 2017, 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 JUNE 30, 2017 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, 2017 as follows:

Increased: \$507,012.00 Extraordinary Aid 2017

Increased: \$137,973.15 SDA Classroom Light Fixture Project Reimbursement

Decreased: -

3. **Approval of Secretary and Treasurer Reports**

Approve the JUNE 2017 A148 Board Secretary's Report as submitted and the JUNE 2017 Cash Report on file in the Board Office which are in agreement.

(Exhibit August -5b)

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4. Bill Payment Approval

Approve payment of bills that have been audited in the following amounts: **(Exhibit August- 5c)**

Payroll	JULY	\$	551,453.93
FICA Board Share	JULY	\$	23,123.59
FICA State Share	JULY	\$	16,771.92
Health Benefits	JULY	\$	656,697.79
Current Expenditures 1		\$	1,423,145.42
Current Expenditures 2		\$	6,382.41
Governmental & Payroll Funds (10-40)			2,677,575.06
Cafeteria Fund (60)		\$	
Unemployment Fund (81)		\$	649.50
Scholarship Fund (83)		\$	
HS Student Activity (95)		\$	
MEC Student Activity (96)		\$	43.00
CSS Student Activity (97)		\$	
GRAND TOTAL:		<u>\$</u>	<u>2,678,267.56</u>

5. Accept the Non- Public Entitlements from the State of New Jersey 2017-2018

Non- Public Textbooks- Gloucester Catholic	\$30,458.00
Non- Public Nursing - Gloucester Catholic	\$54,126.00
Non- Public Security - Gloucester Catholic	\$41,850.00
Non- Public Technology - Gloucester Catholic	\$20,572.00

(Exhibit August- 5d)

6. Approve 2017-2018 Non- Public Technology Purchases

Recommend the Board approve the following Gloucester Catholic Non- Public Technology purchases for the 2017- 2018 school year: **(Exhibit August-5d)**

Dell Computers	\$14,597.20
Hoonuit	\$1,654.21
CDW	\$3,600.06

7. Authorize Business Administrator to award RFQ

Recommend the Board authorize the Board Secretary/Business Administrator to award the General Physician RFQ to be ratified by the Board at the next scheduled Board Meeting.

8. Approve the following contracts:

- Rothman Institute as Sports Medicine Care Provider to Gloucester High School at home football games for the 2017-2018 school year. (**Exhibit August- 5e**)
- Robert M. Sapio Real Estate Appraisal & Consulting, LLC to prepare a Narrative Appraisal of Mary Ethel Costello School for \$6,500.00. (**Exhibit August-5e**)

9. Award the Pest Management Bid

Recommend the Board award the Pest Management Bid to TriCounty Termite & Pest Control, Inc. in the amount of \$6,160.00 annually – September 1, 2017 to August 31, 2020.(**Exhibit August-5e**)

Facilities Actions:

Upon the Superintendent’s recommendation, Motion by Mrs. Borger, seconded by Mrs. Cohan to approve the following Facilities Actions.

RCV#9 7 Votes yes, 3 members absent. SS abstain #1. Motion approved.

1. Facilities Usage

Approve the following requests for use of facilities for the 2017-2018 school year.

St. Mary’s Parish	GHS Auditorium, Parking Lot areas	Friday March 9, 2018 5pm to 10 pm
Holcomb Bus Company	GHS Auditorium, Parking Lot areas	Wednesday August 23, 2017 10 am to 12 pm

2. Long Range Facilities Plan Revisions

Any revision for the current Long Range Facilities Plan.

OLD BUSINESS

- Update on affidavits
- New Middle School updates provided by John Kenney, Janet Kauffmann and Bill O’Kane.

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NEW BUSINESS

- Mr. Rafferty thanked Mr. Kenney and the custodial staff for their efforts preparing the schools for opening.

PUBLIC SECTOR

On the Motion of Mrs. Borger, seconded by Mrs. Cohan to open the meeting for public participation. Motion was passed unanimously by members present.

- Linda Angelo asked about bus stops for the New Middle School and showers at the New Middle School.

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

TIME: 8:20 PM

This meeting was adjourned on the Motion of

Mrs. Borger, seconded by Mrs. Cohan.

Motion was passed unanimously by members present.

Margaret M. McDonnell, SECRETARY

<i>Board Members</i>	RCV #1	RCV #2	RCV #3	RCV #4	RCV #5	RCV #6	RCV #7	RCV #8	RCV #9
Mrs. Borger	Y	Y	Y	Y	Y	Y	Y	Y	Y
Mrs. Cohan	Y	Y	A	A	Y	Y	Y	Y	Y
Mrs. Dolson									
Mr. Driscoll	Y	Y	A	A	Y	Y	Y	Y	Y
Mr. Harris	Y	Y	A	A	Y	Y	Y	Y	Y
Mr. Hubbs	Y	Y	Y	Y	Y	Y	Y	Y	Y
Mr. Johnson		Y	Y	Y				Y	Y
Mr. Spotts	Y	Y	Y	Y	Y	Y	Y	Y	Y
Mrs. Wright	Y	Y	Y	Y	Y	Y	Y	Y	Y
Mr. McGrory									