

AGENDA**DENNIS TOWNSHIP BOARD OF EDUCATION**

May 5, 2020

5:30 PM

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**B. SUNSHINE LAW****C. ADMINISTRATION REPORT**

1. Chief School Administrator

a. Security Drills for the Month of March and April.

Primary School

March 4, 2020 Fire Drill

March 9, 2020 Lock Down Drill

There were no security drills performed in the month of April.

Elementary/Middle School

March 3, 2020 Lock Down

March 10, 2020 Fire Drill

There were no security drills performed in the month of April.

b. Student Suspensions for the Months of March and April.

There were no suspensions during the month of March and April.

c. District Enrollment for the Month of April 2020

Primary School	307
Elementary/Middle School	120
Middle School	166
Out-of-District Placement	11
TOTAL	604

2. Principal

3. Child Study Team

D. MIDDLE TOWNSHIP REPRESENTATIVE REPORT**E. DENNIS TOWNSHIP LIAISON REPORT****F. PRESENTATIONS**

1. NJSLA Science Scores

2. Public Hearing of 2020-2021 Budget

G. PUBLIC COMMENT ON BUDGET HEARING**H. MOTION WITH ROLL CALL TO APPROVE 2020-2021 BUDGET Section G, item 1-3**

General Fund	\$15,867,141.00
Special Revenue	\$ 2,062,668.00
Debt Service	\$ 437,138.00
TOTAL	\$ 18,366,947.00
Local Tax Levy	\$ 10,431,485.00
Debt Service Tax Levy	\$ 437,138.00
TOTAL TAX LEVY	\$ 10,868,623.00

1. Approve the withdrawal Capital Reserve

Included in budget line 620, Budgeted Withdrawal from Capital Reserve-Excess Costs & Other Capital projects, is \$ 132,000.00 for the costs of roof replacement phase 4 at the Elementary/Middle school, 165 Academy Road, Dennisville, NJ. The total cost of the project is \$ 132,000.00 that represents expenditures for construction that are in addition to the facilities efficiency standards determined by the commissioner as necessary to achieve the core curriculum content standards.

2. Approve the pre-budget 2020-2021 maximums per NJAC 6A:23A-7.3 as follows:

Travel \$40,000.00

3. Approve the withdrawal of Maintenance Reserve

Included in budget line 630, Budgeted Withdrawal from Current Maintenance Reserve is \$58,018 for maintenance repairs and services at the Primary School, 601 Hagan Road, Cape May Court House, NJ 08201 and the Elementary/Middle School, 165 Academy Road, Dennisville, NJ 08214.

I. CORRESPONDENCE**J. PUBLIC COMMENT****K. WORK SESSION**

1. 2019-2020 Board Goals and Action Plan

a. Become actively engaged in relationships on the regionals and state level.

(1) Increase participation in Cape May County School Board meetings.

(2) Strengthen the relationships with our receiving districts.

b. Foster strong collaborative relationships with the administration and community.

(1) Administration/Board meetings

(2) Support the district in creating a safe environment which embraces our community members and encourages involvement to enhance overall student achievement.

- (3) Education Foundation
- c. Create a board committee to work with district administration to review all aspects of finance, facilities, and transportation to decrease expenses and ascertain ways of increasing revenue.
 - (1) Finance Committee
 - (2) Future Ready School
- 2. 2019-2020 Chief School Administrator Goals
 - a. Student Achievement - Maximize the performance of each student in all academic areas as defined by NJ Student Learning Standards.
 - b. Communication - Strengthen community relations and communications
 - c. Program Enhancement - Promote the development of each student as a "whole" person.
- 3. Curriculum/Instructional Excellence
- 4. Policy & Regulations
 - a. Revised Policies & Regulations

(M) = Mandated by law or monitoring standards.

 - (1) P 1581 Domestic Violence (M)
 - (2) P 2422 Health and Physical Education (M)
 - (3) P & R 5330 Administration of Medication (M)
 - (4) P 7243 Supervision of Construction (M)
 - (5) P 8210 School Year
 - (6) P 8220 School Day (M)
 - (7) R 8220 School Closings
 - (8) P 8462 Reporting Potentially Missing or Abused Children (M)
 - b. New Policies & Regulations

(M) = Mandated by law or monitoring standards.

 - (1) R 1581 Domestic Violence (M)
 - (2) P 3421.13 Postnatal Accommodations
 - (3) P 4421.13 Postnatal Accommodations
- 5. Finance/Facilities/Transportation
 - a. Bus Evacuation Drills Conducted

Bus Evacuation drills were conducted as follows:

<u>Date/Time</u>	<u>School</u>	<u>Bus Route</u>	<u>Supervised By</u>

3/9/20	8:30 a.m.	CMC Special Serv.	DT18	CMCSSSD Staff
3/10/20	8:30 a.m.	CMC Special Serv.	DT4	CMCSSSD Staff

6. Community Engagement

7. Old Business

8. New Business

a. Board Responsibilities for May:

- Complete online superintendent evaluation forms (all non-conflicted board members) once superintendent has completed his/her goals portion
- Complete online board self-evaluation form
- Approve written curriculum that clearly and specifically aligns with the most recent State Board adopted version
- End-of-the-year staff review report to board by superintendent (All staff: non-tenured, tenured, and administration)
- Report on compliance of submitting financial disclosure statements to the School Ethics Commission
- Act on personnel recommendations of superintendent
- Approve the Comprehensive Equity Plan (due in June)

b. 20-21 Tuition Student Contract.

L. **MOTION TO MOVE FROM WORK SESSION INTO REGULAR SESSION**

M. **REGULAR SESSION**

N. **DISCUSSION OF AGENDA ITEMS**

1. **MOTION TO APPROVE BOARD OF EDUCATION MEETING MINUTES**

- a. February 27, 2020 Special Meeting and Executive Session
- b. March 3, 2020 Work Session/Regular Meeting and Executive Session
- c. March 17, 2020 Special Meeting and Executive Session

2. **MOTION TO APPROVE (WITH ROLL CALL) AND ACCEPT THE REGULAR SESSION AGENDA SECTIONS 3 THROUGH 4 AS RECOMMENDED BY THE SUPERINTENDENT AND THE BUSINESS ADMINISTRATOR AND ACTION ITEMS AS DISCUSSED.**

3. **Finance/Facilities/Transportation**

a. **Finance**

(1) Treasurer and Secretary Reports for the month of December 2019.

[\(DEC SECRETARY REPORT.pdf \(Attached\)\)](#),
[DEC TREASURER.pdf \(Attached\)](#)

(2) Treasurer and Secretary Reports for the month of January 2020.

[\(JAN SECRETARY REPORT.pdf \(Attached\)\)](#),
[JAN TREASURER REPORT.pdf \(Attached\)](#)

(3) Certification of Expenditures for the month of December 2019, January 2020.

- (4) Transfers/transfer report for the month of December 2019.
(DEC TRANSFERS.pdf (Attached))
- (5) Transfers/transfer report for the month of January 2020.
(JAN TRANSFERS (1).pdf (Attached))
- (6) Supplemental Pays
- (7) Bill List for the month of April 2020.
(APRIL BILL LIST.pdf (Attached),
APRIL BILL LIST 2.pdf (Attached))
- (8) Bill List for the month of May 2020.
(MAY BILL LIST.pdf (Attached))
- (9) Accept the following donations for the 8th grade graduation dance (to be deposited into the 8th grade bank account):
Martin J. Carey: \$50.00
Oceans 12 Realty: \$100.00
Sturdy Savings Bank: \$100.00
- (10) Approve a revised tuition contract with Middle Township Board of Education for one student from September 4, 2019 through June 30, 2020 at a cost of \$18,741.00 (originally approved on 2/4/20 as \$14,440.00). Student #4662419753
- (11) Approve the sale of the following school buses:

Year	VIN	Bus #
2004	4DRBRABM83B956478	#12

- (12) Approve to solicit RFP's for the following professional services for the 2020-2021 school year:
 - School Physician
 - Environmental Consultant
 - Broker of Record - Liability Insurance
- (13) Approve the donation of a Lifetime 44" Impact Adjustable Portable Basketball Hoop to the Primary School from the The Duca Family of Dennis Township, NJ
- (14) Approve the Continuing Disclosure and Independent Registered Municipal Advisor Services Agreement with Phoenix Advisors, LLC., at the rate of;
 - \$1000.00 - Base Fee
 - \$200.00 - For each new bond issue set during the school year
- (15) Accept the following donations to Dennis Township School District from Carly Trumbower-Caprioni and LuLaRoe:
 - Carly Caprioni - \$2,000.000
 - LuLaRoe: \$994.00

- (16) Approve the tuition contract with the Cape May County Technical School for the 2020-2021 year in the amount of \$986,690.00 (\$1,076,693.00 less adjustment of \$90,003.00).
- (17) Approve amendment to the flexible spending account plan.

Certain over the counter (OTC) drugs and medicines, which previously could only be reimbursed if a valid prescription relating to such OTC medicines and drugs had been obtained, are now eligible for reimbursement without requiring a prescription consistent with the CARES ACT (COVID-3 Stimulus Bill). A detailed receipt will still be required for eligible reimbursement

4. Personnel/Student Services (Negotiations)

*All new hires are pending until completion of all legal and employment documentation and criminal background check (subject to N.J.S.A. 18A:6-7 to N.J.S.A. 18A:6-7.13).

a. Personnel

- (1) Approve to move 3rd Grade Classes from the Primary School to the Elementary/Middle School effective September 1, 2020.
- (2) Regretfully accept the retirement notification of Lynda Blank, Clerk of the Board Office/CST, effective July 1, 2020.
- (3) Regretfully accept the resignation letter of Lynda Blank, Latchkey/Summer Camp Clerk, effective May 29, 2020.
- (4) Regretfully accept the retirement letter of William Howells, Custodian, effective July 1, 2020.
- (5) Regretfully accept the retirement notification of Eileen Popovick, Instructional Aide, effective July 1, 2020.
- (6) Approve Lori Palombo as the 6th Grade Social Studies/Science teacher effective September 1, 2020.
- (7) Approve the 2020 NJQSAC District Performance Review.
- (8) Approve the 2020-2021 School Calendar.
(20-21 School Calendar.pdf (Attached))
- (9) Approve Camp Personnel for 2020 Hawklet's Nest Summer Camp.

Position	Name	Rate Per Hour
Co-Camp Coordinator	Nicole DelCorio	\$30.00
	Robert Nevitt	\$30.00
Group Counselors	Camille Berardis	\$18.00
	Jesse Munsick	\$18.00
	Terri Stella	\$16.00
	Holly Gaskill	\$15.00
	Julia Bornhardt	\$14.00
	Amber Rumaker	\$14.00

Substitute Group Counselors	Marcie Samartino	\$18.00
	Kelsea Duma	\$16.00
	Mark Taylor	\$14.00

- (10) Affirm and close the following HIB Investigations:
 - HIB 2019-2020 #6 - Non-HIB
 - HIB 2019-2020 #7 - Non HIB
 - HIB 2019-2020 #8 - Non HIB

- (11) Approve the Revised Affirmative Action Team for the 2019-2020 school year:
 - Monica DiVito, Affirmative Action Officer
 - Jamie L. VanArtsdalen, Principal
 - Paige Sharp-Rumaker, School Business Administrator
 - Susan S. Speirs, Chief School Administrator

- (12) Approve to extend leave of absence of Frank Plumley, Bus Driver, from April 3, 2020 to May 25, 2020.

- (13) 1
 (Non-Tenured Staff.pdf (Attached))

- (14) Approve the leave of absence request of Ashlee Perna, Teacher, effective September 1, 2020 to January 1, 2021.

- (15) Approve the leave of absence request of Emily Conover, Teacher, effective September 8, 2020 to January 1, 2021.

- (16) Approve Jamie L. VanArtsdalen, Principal, for the 2020-2021 school year effective July 1, 2020.
 - Salary: \$104,899.94
 - Advanced Degree: \$3,500.00
 - Total: \$108,399.94

- (17) Approve Monica DiVito, Assistant Principal for Student Pupil Personnel Services, for the 2020-2021 school year effective July 1, 2020.
 - Salary: \$89,392.50
 - Advanced Degree: \$3,500.00
 - Total: \$92,892.50

- (18) Approve the Resolution of the Dennis Township Board of Education to suspend board policies due to school closures in regards to Governor's Executive Order 104 in regards to COVID-19.

- (19) Approved and ratify the program of virtual and remote instruction for students.

Resolved that the Board of Education approve and ratify the program of virtual or remote instruction for students as set forth in the Emergency School Closure Plan sent to, and previously approved, by the Executive County Superintendent of Schools authorizing virtual or remote instruction, and further authorizing the chief school administrator, or their designee, to take such further action to ensure the School District program or virtual or remote instruction will satisfy all Federal and State requirements, including the 180 day requirement set forth in law, and be consistent with the Curriculum approved by the Board and guidelines set by the Commissioner of Education

- (20) Approve the request of Leah Savage, Teacher, to change her leave of absence return date

- (21) ~~Approved, 2020 the contract of~~ Macey Kimmins as the Long Term Replacement Teacher for Leah Savage to change from full-time to part-time. She will return to her original assignment of Basic Skills Teacher effective May 18, 2020.
- (22) Approve to revise the contract of Caroline Wunder as the Long Term Replacement Teacher for Macey Kimmins to change her last day to May 15, 2020.
- (23) Approve the job description for Instructional Coach/Curriculum Supervisor.

[\(Job Description - Instructional Coach-Curriculum Supervisor.pdf \(Attached\)\)](#)

- (24) Approve Macey Kimmins as a Full-Time Elementary School Teacher effective September 1, 2020 to June 30, 2021. Step: BA-2 Rate: \$50,281.00

(Final rate will be determined based on the new collective bargaining agreement between Dennis Township Board of Education and Dennis Township Education Association agreement.)

- (25) Approve the job description for District Data Coordinator

[\(Data Coordinator job description.pdf \(Attached\)\)](#)

O. PUBLIC COMMENT

P. MOTION TO ADJOURN THE MEETING AT 6:59 pm.