

## **AGENDA**

### **DENNIS TOWNSHIP BOARD OF EDUCATION**

May 2, 2019

5:30 PM

#### **A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The Board President will:

- Call the meeting to order;
- Take Roll Call; and
- Lead the Pledge of Allegiance.

##### **Members of the Board of Education**

Mariam Khan  
Jason Hearon  
Claudia Miller  
Jeanne Donohue  
Jeffrey Trout  
Jamie Burrows  
Jennifer Hand  
Mary Kate Garry, Vice President  
Nichol Hoff, President

##### **Support Personnel**

Mark B. Miller, Superintendent  
Paige Sharp-Rumaker, School Business Administrator  
William Donio, Esq./Amy Houck Elco, Esq., - Cooper Levenson

#### **B. SUNSHINE LAW**

Pursuant to N.J.S.A. 10:4-10 (1973), The Open Public Meeting Act, the Business Administrator will notify the public of the date, time, location and agenda of this meeting, to the extent known, at least forty-eight (48) hours prior to the commencement of this meeting in the following manner:

1. By posting such notice at each school in the District and the Dennis Township Municipal Building.
2. By mailing such notice to the offices of The Press of Atlantic City and the Cape May County Gazette.
3. By filing such notice with the Board Secretary.
4. By mailing such notice to all individuals who requested and paid for a copy of same.

#### **C. ADMINISTRATION REPORT**

1. Superintendent

2. Principal

([Principal Board Report.pdf \(Attached\)](#))

3. Child Study Team

([CST Board Report.pdf \(Attached\)](#))

#### **D. MIDDLE TOWNSHIP REPRESENTATIVE REPORT**

#### **E. DENNIS TOWNSHIP LIAISON REPORT**

#### **F. PRESENTATIONS**

1. Public Hearing of 2019-2020 Budget

**G. MOTION TO APPROVE 2019-2020 BUDGET Section G ,items 1-2**

1. Approve the 2019 -2020 Final Budget for submission to the State:

General Fund:	\$16,567,474.00
Special Revenue:	\$613,228.00
Debt Service:	<u>\$456,312.00</u>
<b>TOTAL</b>	<b>\$17,637,014.00</b>

Local Tax Levy:	\$10,154,311.00
Debt Service Tax Levy:	<u>\$456,312.00</u>
<b>TOTAL TAX LEVY:</b>	<b>\$10,610,623.00</b>

- a. Approve the use of 2016-2017 Bank Cap

Be it further resolved to use 2016-2017 bank cap of \$83,697.00 in the 2019-2020 for the purpose of the 2019-2020 budget for increases in salaries; this will be expended by the completion of budget year and will not be deferred or incrementally completed over a longer period of time.

- b. Approve the withdrawal Capital Reserve

Included in budget line 620, Budgeted Withdrawal from Capital Reserve-Excess Costs & Other Capital projects, is

\$ 149,989 for the costs of roof replacement phase 3 at the Elementary/Middle school, 165 Academy Road, Dennisville, NJ. The total cost of the project is \$ 149,989 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.

- c. Approve the withdrawal of Maintenance Reserve

Included in budget line 630, Budgeted Withdrawal from Current Maintenance Reserve is \$ 58,019 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.

- d. Approve the withdrawal of Emergency Reserve

Included in budget line 660, Budgeted Withdrawal from Current Expense Emergency Reserve is

\$100,000 for technology repair/maintenance for district security upgrades, camera/server additions/upgrades, located at the Primary School, 601 Hagan Road, Cape May Court House, NJ 08201 and the Elementary/Middle School, 165 Academy Road, Dennisville, NJ 08214.

2. Approve the pre-budget 2019-2020 maximums per NJAC 6A:23A-7.3 as follows:

Travel	\$40,000.00
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**H. CORRESPONDENCE**

**I. PUBLIC COMMENT**

This meeting will now be open to the public referencing agenda items. However, if your questions or comments pertain to litigation, student or personnel items, or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss or comment on these matters in public. Please limit your comments to three (3) minutes per person and direct all comments to the Board President. (Please wait to be recognized by the board and then state your name and address before speaking.)

**J. MOTION TO MOVE INTO EXECUTIVE SESSION AT \_\_\_\_\_. The Board will be in Executive**

~~Session for approximately 12b, known as the Open Public Meeting. The board does not anticipate action upon return to the public session meeting to discuss any matter described therein until the public body has first adopted a Resolution; and~~

WHEREAS, the Board of Education, of the Township of Dennis has determined that the following items must be discussed in closed session and that the public must be excluded from said deliberations; and

WHEREAS, the Board of Education, of the Township of Dennis has determined that the subject matter of the closed discussion falls within those matters described in subsection 7b of the Open Public Meetings Act.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF EDUCATION OF THE TOWNSHIP OF DENNIS, COUNTY OF CAPE MAY, STATE OF NEW JERSEY, that:

It is recommended that the Board of Education, by resolution, adjourn to Executive Session, from which the general public is excluded, to discuss:

1. Personnel

(Board action may or may not be taken.)

BE IT FURTHER RESOLVED, THAT, THE BOARD OF EDUCATION, OF THE TOWNSHIP OF DENNIS will disclose to the public the subject matter of said closed discussions, as soon as the matters have been resolved, and the determination can be disclosed to the public.

K. MOTION TO END EXECUTIVE SESSION AND ENTER INTO WORK SESSION AT \_\_\_\_\_.

L. WORK SESSION

1. 2018-2019 Board Goals and Action Plan

(2018-2019 Board Goals.pdf (Attached))

2. Curriculum/Instructional Excellence

3. Policy

4. Finance/Facilities/Transportation

5. Community Engagement

6. Old Business

a. Solar Panel Update

(Solar Agreement (1).docx (Attached))

b. Save Our Schools (SOS )Update

(SOSCoalition-Updated4.18.19.pdf (Attached))

c. Webex on the Impact of S2 in CMC in Upper Township Rescheduled to May 15, 2019

d. New Business

(1) Board Responsibilities for June

- Schedule closed-session meeting (all non-conflicted board members) to review board members' evaluations and organize the overall superintendent evaluation narrative (Provide "Rice" notice to superintendent.)
- Superintendent provides end-of-the-year report on district goals
- Board provides end-of-the year report on board of education goals
- Review and revise as necessary the superintendent evaluation instrument for upcoming

- year based on goals and objectives
- Finalize the superintendent's evaluation and conduct closed session summary conference (all non-conflicted board members); provide Rice notice to superintendent.
- Board annual goal-setting retreat
- Review results of compiled board self-evaluation
- Board should request contract analysis from NJSBA labor relations staff, for employee contracts ending in June of the upcoming year.

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

**N. DISCUSSION OF AGENDA ITEMS**

**O. REGULAR SESSION**

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

- a. March 25, 2019 Special Session and Executive Session.

(3-25-19 Exe Minutes.pdf (Attached),  
3-25-19 Minutes.pdf (Attached))

- b. April 4, 2019 Work Session/Regular Meeting and Executive Session.

(4-4-19 Exe Minutes.pdf (Attached),  
4-4-19 Minutes.pdf (Attached))

- c. Revised March 19, 2019 Work Session/Regular Meeting and Executive Session

(Revised 3-19-19 Minutes.pdf (Attached))

**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 July 2018.
- (2) Treasurer and Secretary Reports for the month of August 2018.
- (3) Treasurer and Secretary Reports for the month of September 2018.
- (4) Certification of Expenditures for the month of July 2018.
- (5) Certification of Expenditures for the month of August 2018.
- (6) Certification of Expenditures for the month of September 2018.
- (7) Transfers/transfer report for the month of July 2018.
- (8) Transfers/transfer report for the month of August 2018.
- (9) Transfers/transfer report for the month of September 2018.
- (10) Supplemental Pays

(SUPP PAY REPORT MAY 2.pdf (Attached))

- (11) Bill List for the month of May 2019  
(MAY 2 BILL LIST.pdf (Attached))
- (12) Approve the Itinerant/Shared Services Agreement with Salem County Special Services School District for the 2019-2020 school year.
- (13) Approve a tuition contract with the Cape May County Technical School for the 2019-2020 school year in the amount of \$1,125,962.00 (\$1,066,695.00 plus adjustment of \$59,267.00).
- (14) Accept the following donation for the 8th grade graduation dance (to be deposited into the 8th grade bank account):  
Tamerlane Campground: \$100.00
- (15) Accept the following donation for the Boys 2 Men Club (to be deposited into the Student Activity bank account):  
Township of Dennis: \$500.00
- (16) Approve student, JR, to complete the 2018-2019 school year in accordance with Policy 5111-Eligibility of Resident/Nonresident Students.

**b. Workshops & Travel**

Workshops/seminars/conferences and the travel expenses that may occur with attendance.

- (1) Ratify the following workshops/seminars/conferences and the travel expenses that may occur with attendance.

Attendee	Date	Workshop Name	Location	Reg. Fee
J. VanArtsdalen	April 30, 2019	NJ Dept. of Ed. Collective Workshop for Annual School Plans	Galloway, NJ	No Cost

- (2) Approve the following workshops/seminars/conferences and the travel expenses that may occur with attendance.

Attendee	Date	Workshop Name	Location	Reg. Fee
J. VanArtsdalen	May 9, 2019	Women's Leadership Workshop	Stockton Uni.	\$35.00 (Title II)
P. Sharp-Rumaker	May 9, 2019	Women's Leadership Workshop	Stockton Uni.	\$35.00 (Title II)
M. Miller	May 15 - 17, 2019	NJASA Spring Leadership Conference	Atlantic City, NJ	\$550.00 (Title II)
J. VanArtsdalen	Nov 7 - 9, 2019	American Conference for Middle Level Education	Nashville, TN	\$398.99 Reg. \$807.00 Lodging \$350.00 Flight (Title II)

c. **Use of Facilities**

Requests to use the facilities in the Primary School & Elementary/Middle School.

<b>Date &amp; Time</b>	<b>Facility</b>	<b>Requesting Party</b>	<b>Reason for Use</b>	<b>Fee</b>
May 9, 15, 22, 29, 2019	Primary Gym	DT Rec	2nd Grade Basketball Clinic	No Fee
June 15, 2019	ES/MS Rest Rooms & Parking Lot	ALS Association	Rest Stop for Charity Bike Ride	\$100.00

4. **Personnel/Student Services (Negotiations)**

a. **Personnel**

- (1) Set the last day of school for June 17, 2019. Set June 13, 14 & 17, 2019 as early dismissal days for students (no snow days were used during the 2018-2019 school year)
- (2) Revised 2019-2020 School Calendar.

Changes are as follows:

- January 29, 2020 was missing from the calendar
- February 13, 2020 has been changed to an early dismissal day for students for staff development
- June 12, 2020 is now the tentative last day of school for students
- June 15, 2020 is now the tentative last day of school for staff (early dismissal)

[\(2019-2020 School Calendar.pdf \(Attached\)\)](#)

- (3) Employment for non-tenured staff for the 2019-2020 school year.

[\(Non-Tenured Staff 19-20.pdf \(Attached\)\)](#)

- (4) The 2019-2020 salaries for:

- (A) Certificated Staff

[\(Certificated Staff Salaries.pdf \(Attached\)\)](#)

- (B) Secretarial Staff

[\(Secretaries Salaries.pdf \(Attached\)\)](#)

- (C) Bus Drivers

[\(Bus Driver Salaries.pdf \(Attached\)\)](#)

- (D) Maintenance and Custodial Staff

[\(Maintenance and Custodian Salaries.pdf \(Attached\)\)](#)

- (5) Approve the following building transfers for the 2019-2020 school year:

Megan Glassford  
 2018-2019 assignment: 2nd grade BSI  
 2019-2020 assignment: 4th grade (vacant)

Mary Pat Padula  
 2018-2019 assignment: 4th grade teacher  
 2019-2020 assignment: Primary Library/G&T Teacher (new position)

Jeffrey Bingaman  
 2018-2019 assignment: BSI at Bishop McHugh Catholic School  
 2019-2020 assignment: BSI at Primary School (vacant)

- (6) Approve the following contracts and salaries for all Non-Unit Employees for July 1, 2019 to June 30, 2020.

Name	Title	Salary
Justin Adamson	Computer Technician	\$38,501.11
Mia DelCorio	Executive Secretary to the Business Administrator	\$70,242.71
John Fox	Head Custodian	\$37,818.85
Joseph Gilliam	Bus Mechanic	\$55,685.17
Jennifer Hunter	Administrative Assistant to the Superintendent	\$48,532.59
John McGroarty	Supervisor of Buildings and Grounds	\$71,885.29
John Murphy	Director of Technology	\$86,812.44
Kathleen Riggins	Director of Transportation	\$56,275.43

- (7) The leave of absence request of Frank Plumley, Bus Driver, effective April 9, 2019 to a date to be determined.
- (8) Katie Panamarenko of Rutgers University, Camden, for the following field placement with Jennifer Creamer:
- Sept 9, 2019 to Dec 20, 2019 - 175 hours
  - Jan 2, 2020 to Apr 24, 2020 - Full-Time Placement
- (9) Approve the following substitutes (pending proper documentation):

Erica Johnson  
 Substitute Teacher/Instructional Aide  
 \$90.00 per day

Angela Merritt  
 Substitute Bus Driver/Bus Aide  
 \$20.00 per hour/\$15.00 per hour

- (10) Approve Monica DiVito as Assistant Principal effective July 1, 2019. At the following Rate:

Salary: \$87,000.00

Advanced Degree - MA+60: \$3,500.00

Total Salary: \$90,500.00

(DiVito.pdf (Attached))

- (11) Approve the 2019-2020 salary for Jamie VanArtsdalen, Principal.

Salary: \$102,092.40

Advanced Degree - MA+60: \$3,500.00

Total Salary: \$105,592.40

- (12) Approve the 2019-2020 contract and salary of Paige Sharp-Rumaker, School Business Administrator and Board Secretary effective July 1, 2019.

Salary: \$106,902.00

Longevity: \$2,100.00

Total Salary: \$109,002.00

Additional Compensation Stipend:

Director of Latch Key and Hawklet's Nest: \$5,000.00

(Contract Approval Letter Paige.pdf (Attached))

- (13) Approve contract and salary of Susan Speirs, Chief School Administrator effective July 1, 2019 to June 30, 2021.

The CSA's salary shall be the following:

School Year: 2019-2020 \$143,000.00

2020-2021 \$145,860.00

2021-2022 \$147,794.00

(letter of approval CSA.pdf (Attached))

**b. Student Services**

- (1) Approve the following field trips:

Grade	Date & Time	Location
4	6/6/2019 9:30am - 12:30pm	Walking trip to the Dennisville School House Museum

**P. PUBLIC COMMENT**

This meeting will now be open to the public referencing any item of interest. However, if your questions or comments pertain to litigation, student or personnel items, or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss or comment on these matters in public. Please limit your comments to three (3) minutes per person and direct all comments to the Board President. (Please wait to be recognized by the board and then state your name and address before speaking.)

**Q. MOTION TO ADJOURN THE MEETING AT \_\_\_\_\_.**

**R. MEET AND GREET NEW CSA, SUSAN SPEIRS.**