

AGENDA

DENNIS TOWNSHIP BOARD OF EDUCATION

June 6, 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. A MOMENT OF SILENCE FOR DEBRA TANNER, TEACHER AND WILLIAM McGEE, BUS DRIVER.

D. ADMINISTRATION REPORT

1. Principal

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

2. Child Study Team

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

E. MIDDLE TOWNSHIP REPRESENTATIVE REPORT

F. DENNIS TOWNSHIP LIAISON REPORT

G. PRESENTATIONS

1. Hawks of the Month
2. Recognition of Retirees for 2018-2019 school year

Lisa Roselli

Patricia Charles

William McGee

Martha J. Wood

Catharine Ackroyd

3. Recognition of Carlos Covarrubias as the 2019-2020 Dennis Township Teacher of the Year

H. **CORRESPONDENCE**

1. Thank you note from DTEA and Staff.

([Thank you card from DTEA.pdf \(Attached\)](#))

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 _____ minutes and the board does or does not anticipate action upon return to the public session.**

WHEREAS, N.J.S.A. 10:4-12b, known as the Open Public Meetings Act, provides that a public body may not exclude the public from any 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. Legal Update
2. Personnel
3. Board Secretary Evaluation
4. Negotiations

(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 BACK INTO WORK SESSION.**

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
 - a. Food Audit Administrative Review Information
5. Community Engagement
6. Old Business
7. New Business
 - a. Board Responsibilities for July.
 - Board of Education approves district and board of education goals
 - Superintendent develops action plans to achieve district goals
 - Board develops action plans to achieve board goals
 - Review and approve staff development plans for next year and the connection to student achievement
 - Review the district mentoring plan
 - Approve board professional development improvement plan
 - Review curriculum writing process and the connection to increase student achievement
 - b. Volunteer Opportunities with DelmoSports for DT Education Foundation
([Memo - DT Ed Foundation & DelMoSports.pdf \(Attached\)](#))

M. MOTION TO MOVE FROM WORK SESSION INTO REGULAR SESSION

N. REGULAR SESSION

O. DISCUSSION OF AGENDA ITEMS

1. **MOTION TO APPROVE BOARD OF EDUCATION MEETING MINUTES**
 - a. May 2, 2019 Work Session/Regular Meeting and Executive Session
([5-2-19 Minutes.pdf \(Attached\)](#),
[5-2-19 Exe 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) Amended Treasurer and Secretary Reports for the month of July 2018.
([July 2018 Treasurer.pdf \(Attached\)](#),
[July 2018 Secretary Compressed.pdf \(Attached\)](#))
 - (2) Amended Treasurer and Secretary Reports for the month of August 2018.

- (August 2018 Treasurer.pdf (Attached),
August 2018 Secretary Compressed.pdf (Attached))
- (3) Amended Treasurer and Secretary Reports for the month of September 2018.

(September 2018 Treasurer.pdf (Attached),
September 2018 Secretary Compressed.pdf (Attached))
- (4) Treasurer and Secretary Reports for the month of October 2018.

(October 2018 Treasurer.pdf (Attached),
October 2018 Secretary Compressed.pdf (Attached))
- (5) Amended Transfers/transfer report for the month of July 2018.

(July 2018 Transfers.pdf (Attached))
- (6) Amended transfers/transfer report for the month of August 2018.

(August 2018 Transfers.pdf (Attached))
- (7) Amended Transfers/transfer report for the month of September 2018.

(September 2018 Transfer.pdf (Attached))
- (8) Transfers/transfer report for the month of October 2018.

(October 2018 Transfers.pdf (Attached))
- (9) Certification of Expenditures for the month of October 2018.
- (10) Supplemental Pays

(JUNE SUPP PAY.pdf (Attached))
- (11) Bill List for the month of June 2019.

(JUNE BILL LIST.pdf (Attached),
JUNE 6 ADDENDUM BILL LIST.pdf (Attached))
- (12) Accept the donation of a refurbished Trumpet (valued at approximately \$300.00) from the John Walter Band Play it Again Program.
- (13) Approve the payment of all bills due and owing on June 30, 2019, and any necessary transfers to assure that all accounts are in balance. Any payments or transfers will be approved at the July meeting.
- (14) Approve the fifth year contract for the Management of the Food Service Program by Nutri-Serve Food Management, Inc. The management fee for the 2019-2020 school year is \$15,442.50. Nutri-Serve guarantees a breakeven return to the district.
- (15) Approve the lunch prices for the 2019-2020 school year as follows:
- Student Breakfast: \$ 1.50
Student Lunch: \$ 2.90
Reduced Breakfast: \$.30
Reduced Lunch: \$.40
Milk: \$.65
- (16) Approve a resolution authorizing the transfer of an amount not to exceed \$ 500,000.00 from current year surplus to Capital Reserve.

- (17) Approve a resolution authorizing the transfer of an amount not to exceed \$ 500,000.00 from current year surplus to Maintenance Reserve.
- (18) Approve a resolution authorizing the transfer of an amount not to exceed \$500,000.00 from current year surplus to Emergency Reserve.
- (19) Reject the following bids for partial roof replacement for the Dennis Township Elementary/Middle School received May 21, 2019 as allowed under NJSA 40A:11-13.2:

	Base Bid	Alternate #1 Bid	Alternate #2 Bid
D.A., Nolt Inc.	\$249,272.00	\$0	\$121,621.00
EDA Contractors	\$265,500.00	\$0	\$122,700.00
Patriot Roofing, Inc.	\$252,695.00	\$0	\$112,315.00
Union Roofing Contractors, Inc.	\$272,000.00	\$0	\$151,000.00

- (20) Accept the following donations for the 8th grade graduation dance (to be deposited into the 8th grade bank account):

Sturdy Savings Bank: \$100.00
 Avalon Campground: \$50.00
 Martin Carey, DPM: \$75.00
 Cooper Levenson, P.A.: \$100.00
 Shawn Ferrell: \$100.00
 Nick and Kim Elisano: \$100.00
 Charles and Chrissy Matthews: \$100.00
 Ferguson-Dechert: \$75.00
 LB Concepts: \$250.00
 Shannon Dolack: \$100.00
 Daniel and Justina Nees: \$50.00
 Michael and Holly Rennie: \$25.00
 Stephen Cowan Electric: \$100.00
 Township of Dennis: \$300.00

- (21) Accept the following donations for student government (to be deposited into Student Activity Account):

Dennisville Historic Home Owners Association: \$100.00

- (22) Approve a contract with Catapult Learning, LLC to provide the following services for Bishop McHugh Regional Catholic School for the 2019-2020 school year:

- Nursing Services
- Special Education and Related Services
- Chapter 192/193 Services

- (23) Approve entering into Cooperative Pricing Agreements with the Middle Township Board of Education for the following services for the 2019-2020 school year:

- Electrician Services
- Plumbing Services

- (24) Approve the agreement with Cape May Special Services School District for the Extended Year Program effective July 1, 2019 through August 1, 2019 at the cost of \$2,675.00 per student.

The cost of a One-on-One Aide is \$2,100.00 per student.

- (25) Approve the One-on-One Aide Agreement with Cape May County Special Services School

- (26) ~~Disapprove effective only in 2019 with June 30, 2020 at Special \$6820,250.00 per student~~ for the 2019-2020 school year as follows:
- Multiple Disabilities: \$38,250.00 per student
 - Autism: \$40,000.00 per student
 - Preschool Disabilities: \$35,250.00 per student
 - Behavior Disabilities: \$42,750.00 per student
- (27) Approve the following tuition contracts with Middle Township Board of Education for the 2019-2020 school year:
- Regular Tuition: \$1,512,000.00 less adjustment (\$9,452.30) = \$1,502,547.70
 - Shared Time Regular: \$126,000.00
 - Resource Room: \$150,000.00 less adjustment of (\$29,248.08) = \$120,751.92
- (28) Approve the grant application for the 2019-2020 Safety Grant Program through the New Jersey Schools Insurance Group for the purposes described in the application, in the amount of \$9,377.60 for the period July 1, 2019 through June 30, 2020.
- (29) Approve the 2019-2020 Title I SIA Grant.

Title I SIA		
20-T1S1-100-101-30	Salaries extended day	\$5,000
20-T4-200-200-30	Benefits FICA	\$382
20-T4-200-600-30	Supplies and Material	\$5,469
		\$10,851

- (30) Approve the Amended 2018-2019 ESEA grants as follows:

Title IA		
20-T1-100-101-30	Salaries (Kathy Lucey \$85,400 @ 100%, Antonietta Renteria \$50,318 @ 100%, Admin. fee \$13,693)	\$149,411
20-T1-100-101N-30	Non-Public Salaries Cape Christian & Bishop McHugh (Shelly Hope, Ruth Rosenberg, Loretta Carey, Crystal Purfield, Nichole Filipek, Dianne Leo, Victoria Cavella \$36.00 per hour)	\$6,033
20-T1-100-600-30	Supplies and Materials	\$10,215
20-T1-100-600N-30	Supplies and Materials (Cape Christian)	\$1,086
20-T1-200-290-30	Benefits Health and FICA	\$109,678
20-T1-200-		

290N-30	Benefits Health and FICA	\$1,870
		\$278,293
Title IIA		
20-T2-100-101-30	Salaries (Substitutes hourly, Admin. fee \$2,282)	\$13,252
20-T2-200-290-30	Benefits FICA/TPAF	\$842
20-T2-200-300-30	Purch Prof/Tech Services	\$14,710
20-T2-200-300B-30	Purch Prof/Tech Services Bishop McHugh	\$10,685
20-T2-200-500-30	Other Purch Services	\$10,294
20-T2-200-600-30	Supplies and Materials	\$2,500
		\$52,283
Title I SIA		
20-T1S1-100-101-30	Salaries extended day	\$1,528
20-T4-200-200-30	Benefits FICA	\$117
20-T4-200-600-30	Supplies and Material	\$9,206
		\$10,851

- (31) Approve a tuition contract with the Galloway Township Board of Education for one student from May 13, 2019 through June 30, 2019 at a cost of \$83.06 per day (\$2,159.56 total).
Student #6322533196
- (32) Approve a tuition contract with the Galloway Township Board of Education for one student from May 13, 2019 through June 30, 2019 at a cost of \$81.35 per day (\$2,115.10 total).
Student #5532500238
- (33) Approve a contract for participation in the Cape May County Shared Services Transportation Program for the 2019-2020 school year for transportation needs that may arise.
- (34) Approve the interlocal services agreement by and between the Township of Dennis and Dennis Township School District for a solar energy system.
([Solar Agreement \(2\).docx \(Attached\)](#))

b. **Workshops & Travel**

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

Attendee	Date	Workshop Name	Location	Reg. Fee
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P. Rumaker	June 5, 6, & 7, 2019	NJASBO Convention	Atlantic City, NJ	\$ 275.00
M. DiVito P. Rumaker	June 7, 2019	QSAC Training	CMCH	No Cost
E. Conover L. Guarino C. Kelley	July 15, 2019	Building Resiliency in our Youngest Students	CMCH	No Cost
M. DiVito	August 8, 2019	Danielson Framework for New Administrators	Stockton Uni.	ETTC Credits

4. Personnel/Student Services (Negotiations)

a. Personnel

- (1) Regretfully accept the retirement notification of Catherine Ackroyd, Teacher, effective June 30, 2019.
([Ackroyd Retirement.pdf \(Attached\)](#))
- (2) Approve Paige Sharp-Rumaker as Business Administrator/Board Secretary effective July 1, 2019 through June 30, 2020.
- (3) Approve the following Department Coordinators for July 1, 2019 to June 30, 2020. Rate: \$2,500.00 per teacher.

Teacher	Position
Amanda Unkle	Language Arts
Jeanette Riggiano	Science
Jennifer Creamer	Social Studies
Kathy Wilde	Math
Katie McGroarty	Special Areas

- (4) Approve the following staff members for Extended Year Preschool for July 2, 2019 to July 31, 2019 (Tuesdays, Wednesdays & Thursdays)

Teacher	Position	Rate
Dawn Stadler	Teacher	\$36.00 per hour
Emily Conover	Teacher	\$36.00 per hour
Stephanie Diaz	Speech Therapist	\$36.00 per hour
MaryAnn Fee	School Nurse	\$36.00 per hour

Dawn Faulkner	Instructional Aide	\$27.75 per hour
Patricia Brown-Wasacz	Instructional Aide	\$20.17 per hour
Eileen Popovick	Instructional Aide	\$18.44 per hour
Karen Knoll	Instructional Aide	\$16.80 per hour
Ashlee Perna	Substitute Teacher/Instructional Aide	\$36.00 per hour
Courtney Herlihy	Substitute School Nurse	\$36.00 per hour

- (5) Revise Monica DiVito's position title from Assistant Principal to Assistant Principal for Student Pupil Personnel Services
- (6) Approve the following building transfer(s) and assignment(s) for 2019-2020 school year:

Andrea Schmidt

2018-2019 assignment: 3rd Grade Special Education

2019-2020 assignment: 6th Grade Special Education (Sp. Education Teacher needed)

Shayna Friedman

2018-2019 assignment: 2nd Grade Special Education

2019-2020 assignment: Combined 2nd & 3rd Grade Special Education Resource Room
(to cover the 3rd grade Sp. Education teacher moving to 6th grade)

- (7) Approve the placement of Ashley Ryan from Stockton University to fulfill her 100 Hours field work and final clinic practice beginning September 3, 2019 to April 17, 2020 with Rachel Laird, Teacher.
- (8) Approve Lisa Pettit as the Assistant Hawkettes (Girls) Advisor for the 2018-2019 school year. Rate: \$1,500.00
- (9) Approve Kelly Brazelton, Treasurer/Custodian of School Monies, effective July 1, 2019 to June 30, 2020. Rate: \$6,500.00
- (10) Approve the revised school calendar for 2019-2020 school year.

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

- (11) Approve the following Bus Aides for the 2019-2020 school year:

Bus Aide	Step	Hourly Rate
Mary Jo Delanoy	4	\$11.90
Randolph Epler	4	\$11.90
Michelle Jordan	8	\$14.01
Beth Pettit	2	\$11.35
Terri Pettit	3	\$11.45
Denise Tango	3	\$11.45
Caitlynn Thompson	2	\$11.35

Rita Youmans	11	\$16.20
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- (12) Approve the leave of absence request of Mark B. Miller, Superintendent, from May 20, 2019 to June 27, 2019.

([Miller LOA.pdf \(Attached\)](#))

- (13) Approve Alanna Joslin as a Part-Time Special Education Math Teacher, effective September 1, 2019 for the 2019-2020 school year. Step: BA-1 Rate: \$50,281.00 (prorated)

(Position needed due to two non-renewed full-time special education teachers and one retired full-time special education teacher.) ([Joslin Resume.pdf \(Attached\)](#))

- (14) Approve the 2019-2020 Annual School Plan.

([19-20 Annual School Plan.pdf \(Attached\)](#))

- (15) Approve the following stipends for the 2019-2020 school year:

Position	Staff Assigned	Stipend Amount
Athletic Director	Lillie	\$2,000.00
Head Field Hockey	Pettit	\$2,000.00
Assistant Field Hockey	Reeves	\$1,500.00
Head Soccer	Covarrubias	\$2,000.00
Assistant Soccer	Gurdgiel	\$1,500.00
Head Girls Basketball	Gonnam	\$2,000.00
Assistant Girls Basketball	Lewis-Bernardo	\$1,500.00
Head Boys Basketball	Albany	\$2,000.00
Assistant Boys Basketball	Gurdgiel	\$1,500.00
Head Baseball	Poltorak	\$2,000.00
Assistant Baseball	Albany	\$1,500.00
Head Softball	Gonnam	\$2,000.00
Assistant Softball	Lewis-Bernardo	\$1,500.00
Head Crew	Petrella	\$2,000.00
Assistant Crew	Lillie	\$1,500.00

Site Manager/Score Keepers (two positions)	Reeves & Riggiano Symanski & Holman - subs	\$33.00 per hour, per teacher
Jr. National Honor Society Advisor	Jones Factor	\$2,000.00 (split)
Student Government Advisor	Unkle	\$2,000.00
Assistant Student Government Advisor	McCann	\$1,500.00
Public Information Liaison – ES/MS	Unkle	\$2,000.00
Public Information Liaison - PS	Powell	\$2,000.00
8th Grade Advisor	Covarrubias	\$2,000.00
Yearbook Advisor – ES/MS	Kirby	\$2,000.00
Yearbook Advisor - PS	Powell	\$2,000.00
Detention Monitor	Lillie, Holman & Reeves	\$26.00 per hour, per teacher
NJFEA Advisor	Reeves	\$2,000.00
Bus Monitor - ES/MS (Sept 2019 to Jan 2020)	Holman	\$270.00
Bus Monitor - PS	Perna	\$270.00
Homework Club Advisor & Substitutes	Jones & Unkle Lillie & Reeves - sub	\$26.00 per hour, per teacher
Chorus Director	Saul	\$2,000.00
Band Director	Saul	\$2,000.00
Head Girls Club	McGowan	\$2,000.00
Assistant Girls Club	McCann	\$1,500.00
Boys2Men Club	Albany & Poltorak	\$2,000.00 (split)
Craft Club	Renteria	\$2,000.00
FunFit Kids	Lillie	\$2,000.00

Academic Club	Unkle & Albany	\$2,000.00 (split)
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- (16) Approve the following transportation personnel for the summer 2019 bus runs and approve all current transportation personnel to substitute as a driver or aide as needed for these runs.

*Salary is their regular hourly rate:

Route	Driver	Aide
CMC Special Services - Route 18	Bernadette Frazier	Terri Pettit & Rita Youmans
CMC Special Services - Route 4	Leeanna Hesington	Sandy Bauer & Caitlynn Thompson
DT Preschool	Brittney Hart	Michelle Jordan
Hawkletts Camp	Rita Germanio (all field trips) ToniAnn Eckwerth (Tues. trips as needed, Wed. & Thurs. field trips)	No aide needed
DT Recreation Camp	Renee Renza & Samantha Shaw	No aide needed

All other Transportation personnel to be approved as substitutes.

- (17) Approve Robert McDonnell as a Substitute Bus Driver effective for the 2019-2020 school year at the rate of \$20.00 per hour.
- (18) Approve the leave of absence request of Kasey Eykyn, First Grade Teacher, effective September 1, 2019 to approximately January 21, 2020.
- (19) Approve the leave of absence request of Sarah Mason, Kindergarten Teacher, effective approximately October 2, 2019 to approximately February 3, 2020.
- (20) Approve Jackie Shields as the Long Term Replacement Teacher for Kasey Eykyn effective September 1, 2019 to approximately January 21, 2020. Step: BA-1 Rate: \$50,281.00 (prorated)
- (21) Approve Maria Viso as the Long Term Replacement Teacher for Sarah Mason effective September 23, 2019 to approximately February 3, 2020. Step: BA-1 Rate: \$50,281.00 (prorated)
- (22) Approve David Morrison as a Part-Time Music Teacher effective September 1, 2019 through June 30, 2019. Step MA-1 Rate: \$51,681.00 (prorated)
(Replacing a non-renewed full-time music teacher.)
- (23) Approve Lynda Blank as the Latchkey/Summer Camp Clerk effective July 1, 2019 for the 2019-2020 school year. Rate: \$750.00 per month
- (24) Approve the leave of absence request for Jamie VanArtsdalen, Principal, from June 18, 2019 to approximately July 16, 2019.

b. Student Services

- (1) Approve the new grading system effective September 1, 2019:

The following policy is in effect for defining marking period grades for all academic subjects:

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A+ 98 - 100	A 95 - 27	A- 92 - 94
B+ 89 - 91	B 86 - 88	B- 83 - 85
C+ 80 - 82	C 77 - 79	C- 74 - 76
D+ 71 - 73	D 68 - 70	D- 65 - 67
F 65		

For Special Areas Grades K-5

O = Outstanding

S = Satisfactory

NI= Needs Improvement

Course grades represent an average of marking period grade

- (2) Approve the 8th Grade Dance to take place on Thursday, June 13, 2019 from 7:00p.m. to 10:00p.m. at the Abbie Holmes Estate in Clermont, NJ.
- (3) Approve the following field trips:

Grade	Date & Time	Location
8	6/12/2019 9:00am - 11:00am	Middle Township PAC for graduation practice

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 _____.