

MINUTES
DENNIS TOWNSHIP BOARD OF EDUCATION

November 9, 2021

5:30 PM

The Meeting of the Dennis Township Board of Education was held on Tuesday, November 9, 2021 at 5:30 PM in the Dennis Township Primary School.

Present:
SBA/BS Paige Sharp-Rumaker
Board President Nichol Hoff
Board Vice President Mary Kate Garry
Board Member Claudia Miller
Board Member Jeff Trout
Board Member Mariam Khan
Chief School Administrator Susan S. Speirs
Board Member Tami Kern

Not present:
Board Member Jamie Burrows
Board Member Jeanne Donohue
William Donio, Esq.
Board Attorney Amy Elco, Esq.
Board Member Josepha Penrose

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

Josepha Penrose
Mariam Khan
Claudia Miller
Jeanne Donohue
Jeffrey Trout
Jamie Burrows
Tami Kern
Mary Kate Garry, Vice President
Nichol Hoff, President

Support Personnel

Susan S. Speirs, Chief School Administrator
Paige Sharp-Rumaker, School Business Administrator
William Donio, Esq./Amy Houck Elco, Esq., - Cooper Levenson

Miss Lafferty from Cooper Levenson attended the meeting in place of Mrs. Houck Elco. Mrs. Donohue arrived at the meeting at 5:35 p.m.

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.

Ms. Hoff read the Sunshine Law to the public and the board members.

C. ADMINISTRATION REPORT

1. Chief School Administrator
 - a. Security Drills for the Month of October 2021

Primary School

October 14, 2021 - Bus Evacuation Drill
October 19, 2021 - Fire Drill

Elementary/Middle School

October 14, 2021 - Bus Evacuation Drill
October 19, 2021 - Fire Drill

Mrs. Speirs reported on the security drills for the month of October.

- b. Bus Evacuation Drills

- Required School Bus Emergency Evacuation Drills were conducted (Drill Reports attached):

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Date	School	Route Numbers	Emergency Evacuation Drill	School Principal/Person(s) Overseeing Drill
10/12/2021	CMC Special Services	18	Front Door Evacuation	Sharen Dever, Transportation Coordinator, CMC Special Services & Erin Heitzmann, Secretary, Transportation/Facilities
10/4/2021	DT PS, ES/MS	1-2-5-8-9-13-19-20-21-25-26-29	Rear Door Evacuation	Jamie VanArtsdalen, Principal
10/18/2021	Bishop McHugh	2-5	Rear Door Evacuation	Martha Wood, DT Bus Driver
10/19/2021	MTHS	13-28-1-9-20-19-21-8-25-26	Rear Door Evacuation	Dawn DeVico, Transportation Coordinator, Middle Township

(Transportation School Bus Emergency Evacuation Drill Report.pdf (Attached))

Mrs. Speirs reported on the dates and locations of the bus evacuation drills.

c. Student Suspensions for the Month of October 2021

Elementary/Middle School Grade 6 Male
Reason: Threatening a student

Mrs. Speirs reported on student suspensions for the month of October.

d. District Enrollment for the Month of October 2021

Primary School	277
Elementary School	174
Middle School	165
Out-of-District Placement	7
TOTAL	623

Mrs. Speirs reported on the district enrollment for the month of October.

2. Principal

Mrs. VanArtsdalen read her principal report to the board members and the public.

3. Curriculum & Instructional and Child Study Team

Mrs. Bobst read her curriculum and child study team report to the board members and members of the public.

Mrs. Speirs gave the board members a copy of the projected allocations for the ARP ESSER grant. She discussed what the funds were being used for and asked the board if they had any questions. No questions were asked. She stated that it will be on the December agenda for approval.

Mrs. Speirs stated that she will have a report on NJSLA Start Strong next month for the board members.

4. PRIDE Report

Mrs. Matthews reported on past and future events that the pride committee is planning.

D. MIDDLE TOWNSHIP REPRESENTATIVE REPORT

Mrs. Miller reported that the following activities for the Middle Township High School:

- * November 10th - National Honor Society Induction
- * November 12th & 13th Fall production of Rainbow Fish
- * Thursday is the football game and gates open 6:30 p.m.
- * Parent/Teacher conferences are next week.
- * Anchor Bowl - Thanksgiving Eve at 6:00 p.m. at Lower Township

E. DENNIS TOWNSHIP LIAISON REPORT

Ms. Garry mentioned the date of December 2nd for the Christmas parade and asked board members if they planned on attending. Ms. Hoff asked Mrs. Sharp-Rumaker if there was going to be a district school bus in the parade. Mrs. Sharp-Rumaker replied that as of today no drivers signed up to drive one.

F. PRESENTATIONS

G. CORRESPONDENCE

1. Letter from Dennis Township Recreation Department, dated October 15, 2021, regarding registering for the annual Christmas Parade to be held on Thursday, December 2, 2021 at 7:00 p.m.
(DT Recreation Department Letter-Registering for 2021 annual Christmas Parade.pdf (Attached))

H. 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.)

None

I. MOTION TO MOVE INTO EXECUTIVE SESSION AT 5:56 p.m. The Board will be in Executive Session for approximately 20 minutes and the board 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. Exit Interviews (if any to be presented to the Board)
2. Personnel
3. 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.

The motion was made by Board Member Trout and seconded by Board Member Kern, and with a unanimous roll call vote, the motion carried.

J. MOTION TO END EXECUTIVE SESSION AND ENTER BACK INTO WORK SESSION.

Mrs. Donohue left the board meeting.

The motion was made by Board Vice President Garry and seconded by Board Member Miller, and with a unanimous roll call vote, the motion carried.

K. WORK SESSION**1. 2021-2022 Board Goals and Action Plan****a. Student Achievement**

Goal: Develop an academic environment that promotes growth within the whole child.

Actions:

- Review Mentor, Professional Development, Curriculum plans to ensure all address Social Emotional Learning and academic excellence
- Active participation on Middle Township Board of Education
- Actively work with Administration to establish budgetary guidelines that promote student achievement
- Review all testing resources such as MAPS, NJSLA and other internal guidelines such as staff evaluation

b. Partnerships

Goal: Create partnerships with local organizations within our community that will open new opportunities for our students, staff and school.

Actions:

- Continue to support Dennis Township Education Foundation (2) BOE members position
- Establish relationships with receiving districts to strengthen opportunities and communication among boards
- Participation in NJSBA County meetings
- Cultivate relationships with municipality and others to identify areas of potential shared services

c. Facilities/Finance

Goal: To create a modernized, secure, energy efficient and well-funded school district for our staff and students.

Actions:

- Identify funding resources other than tax dollars
- Continue to invest in capital improvements and leverage partners to shift cost to other entities
- Finance Committee ad hoc
- Participate in budgets and setting guidelines for short and long term plans
- Educational training for BOE members on budgets, strategic planning and other opportunities

d. Parent Engagement

Goal: Create an environment where parents feel more welcome and heard.

Action:

- Continue to use multiple sources to relay Board related communication including social media, websites, text and all call
- Communicate in a timely manner and refer all matters back to the district
- Encourage and support initiatives by being present at district events involving the community such as Reading Rumpus, Graduation, etc.

2. 2021-2022 Chief School Administrator Goals

a. Mission, Vision and Core Values

Goal: Advocate, enact, and communicate a shared mission, vision and core values of high quality education that promotes each student's academic success and well-being.

Actions:

- Promptly communicate district issues to BOE with regular updates and suggestions for improvement
- Seek and develop partnerships to benefit the school district
- Promote professional behavior in all settings

b. Operations Management

Goal: Effectively and efficiently manage school operations and resources.

Actions:

- Coordinate with Business Administrator and Principal to align district budget with instructional and curricular needs
- Review and refine organizational structures
- Provide professional development for improvement of budget operations

c. Curriculum, Instruction, Assessment and School Improvement

Goal: Develop and support an intellectually rigorous and coherent system of curriculum, instruction, and assessment and act as an agent of continuous school improvement.

Actions:

- Focus on Language Arts instruction, in particular K-5, including best teaching practices and review of current materials
- Focus on learning recovery through summer programs and school-year targeted instruction

d. Community of Care, Equity and Family Engagement

Goal: Engage families and the community in meaningful and beneficial ways while cultivating an inclusive, caring and supportive school community.

Actions:

- Review and revise if needed, district safety practices
- Attend professional development to review and refine equity opportunities within the school district
- Provide family engagement opportunities to promote academics and school pride
- Maintain and cultivate relationships with stakeholders to prevent and resolve issues of mutual concern

e. Professional Capacity/Community of School District Personnel

Goal: Develop the professional capacity and practice of school district personnel, fostering an engaged community of teachers and professional staff.

Actions:

- Review of evaluation practices with administration including professional development for the Danielson instrument
- Review and refine office practices to ensure proper procedures
- Cultivate and motivate positive professional relationships within the school district

3. Curriculum/Instructional Excellence

a. Technology Department Report

- Completed and submitted NJTRAX Technology Readiness for Online Assessment District Report.

Our district report indicated the following results:

Scale of 1-9

0 = indicates data missing or out of range

1-3 = indicates low/not ready

4-6 = indicates moderate/not ready

7-9 = indicates ready

Primary School

- Technology Readiness = 9
- Network Readiness = 9
- Device Readiness = 9

Elementary/Middle School

- Technology Readiness = 9
- Network Readiness = 9
- Device Readiness = 9

- Completed NJSLA Start Strong Student Fall Assessments.

- Performed firmware updates on all district WiFi controllers and access points prior to NJSLA testing.
- Digitally collected and verified required employee COVID-19 vaccination status and proof of vaccination.
- Met with our Technology Ambassadors to discuss protocols, procedures, and policy, as well as mission and goals.
- The Technology Department continues to address all faculty and staff submitted technology-based work orders, in a prompt and timely manner.

Mrs. Sharp-Rumaker read Mr. Murphy's technology report.

4. Policy Discussion

Ms. Hoff asked if the collective bargaining agreement allowed for pre-school students to attend school of an employee. Mrs. Speirs answered her and stated it includes K-8th grade.

a. Second Reading and Adoption of the following Policies:

(M) = Mandated by law or monitoring standards.

- (1) Policy 1648.13 School Employee Vaccination Requirements (M)
([Policy 1648.13 School Employee Vaccination Requirements \(M\).pdf \(Attached\)](#))
- (2) Policy 6115.01 Federal Awards - Funds Internal Controls - Allowability of Costs (M)
([Policy 6115.01 Federal Awards-Funds Internal Controls-Allowability of Costs \(M\).pdf \(Attached\)](#))
- (3) Policy 6115.02 Federal Awards - Funds Internal Controls - Mandatory Disclosures (M)
([Policy 6115.02 Federal Awards-Funds Internal Controls-Mandatory Disclosures \(M\).pdf \(Attached\)](#))
- (4) Policy 6115.03 Federal Awards - Funds Internal Controls - Conflict of Interest (M)
([Policy 6115.03 Federal Awards-Funds Internal Controls-Conflict of Interest \(M\).pdf \(Attached\)](#))

b. Review of Revised Bylaw (1), Policies, and Regulations:

(M) = Mandated by law or monitoring standards.

- (1) Bylaw 0131 Bylaws, Policies, and Regulations
([Bylaw 0131 Bylaws, Policies, and Regulations.pdf \(Attached\)](#))
- (2) Policy 3134 Assignment of Extra Duties
([Policy 3134 Assignment of Extra Duties.pdf \(Attached\)](#))
- (3) Policy 5111 Eligibility of Resident/Nonresident Students (M)
([Policy 5111 Eligibility of Resident-Nonresident Students \(M\).pdf \(Attached\)](#))
- (4) Policy 6471 School District Travel (M)
([Policy 6471 School District Travel \(M\).pdf \(Attached\)](#))
- (5) Regulation R 6471 School District Travel (M)
([Regulation R 6471 School District Travel \(M\).pdf \(Attached\)](#))
- (6) Policy 7432 Eye Protection (M)
([Policy 7432 Eye Protection \(M\).pdf \(Attached\)](#))
- (7) Regulation R 7432 Eye Protection (M)
([Regulation R 7432 Eye Protection \(M\).pdf \(Attached\)](#))
- (8) Policy 8550 Meal Charges/Outstanding Food Service Bill (M)
([Policy 8550 Meal Charges-Outstanding Food Service Bill \(M\).pdf \(Attached\)](#))
- (9) Policy 8561 Procurement Procedures for School Nutrition Programs (M)
([Policy 8561 Procurement Procedures for School Nutrition Programs \(M\).pdf \(Attached\)](#))
- (10) Policy 8600 Student Transportation (M)
([Policy 8600 Student Transportation \(M\).pdf \(Attached\)](#))

5. Finance/Facilities/Transportation

a. Transportation Department Report

- On September 30, 2021, there was a bus accident with another motor vehicle. The NJ State Police were contacted, and reports were filed. No

one was injured.

- On September 30, 2021, a bus backed into a low guard rail while turning around for the bus route and punctured the rear tire. The supervisor took a replacement bus and completed the route. The Transportation supervisor and bus mechanic then took care of changing the punctured tire.
- On October 4, October 15, October 19 and October 21, 2021, there were reports of vehicles running the flashing red light of stopped school buses. For each incident reported, the bus hard drive was pulled, and a DVD was made and turned over to the NJ State Police
- On October 4, 2021, an employee fell on the bus. The employee was referred to workman's comp.
- There are two (2) perspective bus drivers currently training to get their CDL P and S endorsements. The Transportation supervisor and bus mechanic have continued to drive buses on an almost daily basis due to the driver shortage.

Mrs. Sharp-Rumaker read Mrs. Riggins transportation report. Ms. Hoff asked for a list of surrounding school district incentives that they are doing to attract bus drivers.

b. Building and Grounds Department Report

- Prepped and lined soccer and field hockey fields for all home games.
- Installed new motor on the air compressor at ES/MS that controls all the pneumatic thermostats and controls.
- Preventive maintenance performed on HVAC units
- Grass cutting completed at both schools.
- Addressed 33 work orders.
- Assembled new classroom bookshelves, furniture, etc.
- Clean and inspected three (3) boilers at ES/MS, internally and externally.
- Installed new overhead lighting in mechanical room at the Primary School.

Mrs. Sharp-Rumaker read Mr. McGroarty's building and grounds report.

c. Budget Calendar

6. Community Engagement

- Dennis Township Christmas Parade, December 2, 2021 at 7:00 pm

Mrs. Speirs congratulated the sport teams and reminded parents that teacher conferences are coming up. She also stated that the Technology Ambassadors will be available to help parents log in their information to the district website.

7. Old Business

Mrs. Hoff stated that the FFT committee is still reviewing proposals and they plan to meet with the Township Committee next week. The intent is to talk to the committee and get their thoughts. The special election is scheduled for the end of January. Included in the bond are the primary school roof, HVAC at both schools.

8. New Business

Ms. Hoff congratulated Mrs. Siekierski, new elected board member. She thanked Mr. Trout and stated that she values his opinion. Mrs. Speirs stated that the Red Cross reached out to hold an event this year at the school.

a. Board Responsibilities for December 2021:

- Review budget priorities, ensure planned purchase of materials and curriculum development support student achievement

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

The motion was made by Board Member Kern and seconded by Board Member Trout, and with a unanimous roll call vote, the motion carried.

M. **REGULAR SESSION**

N. **DISCUSSION OF AGENDA ITEMS**

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

The motion was made by Board Member Kern and seconded by Board Member Khan, and with a unanimous roll call vote, the motion carried.

a. October 5, 2021 Work Session/Regular Meeting and Executive Session

(October 5 Minutes.pdf (Attached), October 5 executive 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.**

The motion was made by Board Member Kern and seconded by Board Member Khan, and with a unanimous roll call vote, the motion carried.

3. **Finance/Facilities/Transportation**

a. **Finance**

- (1) Secretary Report for the month of September 2021

(Board Secretary Report November 9, 2021.pdf (Attached))

- (2) Transfer report for the month of September 2021

(MonthlyTransferReport-2021 september.pdf (Attached), AppropAdjustJournal-2021-22.pdf (Attached))

- (3) Bill List for the month of November 2021.
(NOV BILL LIST.pdf (Attached))
- (4) Certification of Expenditures for the month of September 2021.
- (5) Approve the following donation to be deposited into the Student Activity Account (Home and School Association):
 - Anonymous donor: \$20.00
- (6) Approve the following donations for the 6th grade Camp Mason trip (to be deposited into Student Activity):
 - Rachel and Jeffrey Dolhanczyk: \$10.00
 - Avalon Home Cleaning: \$25.00
- (7) Approve the the following donations from Cape May County Emergency Management Communications Center:
 - One (1) case of procedure masks
 - Thirty (30) boxes of children's masks
- (8) Approve the following donation to Student Government (to be deposited into Student Activity):
 - Community Thrift of South Seaville United Methodist Church: \$500.00
- (9) Approve a transportation contract with the NJ Department of Education for the transportation of one Dennis Township student for the 2021-2022 school year at a cost of \$45.00 per day (\$8,100.00).
- (10) Approve a transportation jointure with the Cape May County Special Services District for the 2021-2022 school year for the transportation of one Dennis Township student to the Yale School (Mullica). Cost to Dennis Township: \$16,465.13. Route YLA1.
- (11) Approve a tuition contract with Middle Township Board of Education for one Dennis Township student effective September 1, 2021 through October 21, 2021 at a cost of \$2,664.09. SID #5241292895.
- (12) Approve the District’s Comprehensive Maintenance Plan and M-1 for 2020-2023.
(scan_0006.pdf (Attached))
- (13) Accept the approval to implement a New Jersey Child Assault Prevention (CAP) program.
(NJCAP Grant Approval.pdf (Attached))
- (14) Approve the resolution to accept preliminary eligible costs (PEC) with respect to various school facilities projects.

"The District's aid percentage as defined in section 3 of the Act, N.J.S.A. 18A:7G-3 is as noted in tables below, and State share will be driven by that percentage (calculated differently for Debt Service Aid than for Grant Projects), and State share will not be less than 40% at final eligible costs."

See attached tables for each school building in the PEC approval letters.

(1080-040-22-1000 PEC DS Att A Rehab@Dennis Twp-Prim Sch.pdf (Attached), 1080-050-22-1000 PEC DS Att A Rehab@Dennis Twp-ES-MS.pdf (Attached), RESO_ Dennids BOE accepting PEC.DOC (Attached))

b. Workshops & Travel

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

Attendee	Date	Workshop Name	Location	Reg. Fee
Paige Rumaker	November 18, 2021	Maintaining and Protecting School Buildings	Mount Laurel, NJ	\$100.00
Paige Rumaker	Monthly Meetings	CMCASBO	TBA	No Fee
Susan Speirs	February 15, 2022 - February 18, 2022	AASA (The School Superintendents Association) National Conference on Education	Nashville, TN	\$1,000.00

c. Use of Facilities

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

Approve:

Date & Time	Facility	Requesting Party	Reason for Use	Fee
12/2/2021 7:00 pm-9:00 pm RD: 12/9/2021	ES/MS Lawn of Main Entrance to the School	Dennis Township Recreation Department	Dennis Township Christmas Parade and Post-Parade Pictures with Santa	No
11/10/2021 5:30 pm-8:30 pm (combination of Monday through Thursdays evenings until 2/28/2022)	PS, ES/MS Gyms	Dennis Township Recreation Department	Basketball Practices	No

Ratify:

Date & Time	Facility	Requesting Party	Reason for Use	Fee
10/23/2021 10:00 am-12:45 pm RD: 10/24/2021	ES/MS Soccer Game Field	Dennis Township Recreation Department	Soccer Playoff Games	No

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. Regretfully accept the resignation of Natalie Kieninger from the Wellness Committee, effective October 21, 2021.

[\(Kieninger Resignation \(Wellness Committee\).pdf \(Attached\)\)](#)

- b. Approve Keri McConnell for a position on the Wellness Committee for the 2021-2022 school, \$200.00 per year.

Code: 4001-000-401-032 Description: Wellness Committee Start Date: November 10, 2021 End Date: June 30, 2022 100% 20-002W-100-100-30	Name: McConnell, Keri Guide: Stipend Payment - Stipend Amount Step:Wellness Committee FTE: 1.0000 Salary: \$200.00 FTE Salary: \$200.00 Other Earnings: Total Contractual Salary: \$200.00
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- c. Regretfully accept the resignation of Lawrence (Russ) Hickman, Custodian/Maintenance, effective November 16, 2021.

[\(Hickman Resignation.pdf \(Attached\)\)](#)

- d. Accept the resignation of Danielle Gummel from the position of Acceleration Teacher for the 2021-2022 school year, effective 11/12/2021.

[\(Gummel Resignation.pdf \(Attached\)\)](#)

- e. Approve the following personnel for the 2021-2022 school year (pending proper documentation):

1	Code: 9400-050-1020-002 Description: Cafeteria Aide Start Date: November 10, 2021 End Date: June 30, 2022 100% 11-000-262-107-60 Replacing Chelsea Henderson	Name: Carlson, Bridget Guide: Non Instructional Aides - Rate Step:1 FTE: 0.2500 Daily Rate: \$5.69 Hourly Wage: \$13.00 Salary: \$16,744.00 FTE Salary: \$4,186.00 Other Earnings: Total Contractual Salary: \$4,186.00
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2	<p>Code: 9460-000-270-105</p> <p>Description: Bus Aide</p> <p>Start Date: November 10, 2021</p> <p>End Date: June 30, 2022</p> <p>100% 11-000-270-107-50</p> <p>Replacing Chelsea Henderson</p>	<p>Name: Carlson, Bridget</p> <p>Guide: Non Instructional Aides - Rate Step:1</p> <p>FTE: 1.0000 Daily Rate: \$91.00</p> <p>Hourly Wage: \$13.00</p> <p>Salary: \$16,744.00 FTE Salary: \$16,744.00</p> <p>Other Earnings:</p> <p>Total Contractual Salary: \$16,744.00"</p>
3	<p>Code: 2475-050-180-010</p> <p>Description: Special Education Teacher</p> <p>Start Date: November 15, 2021</p> <p>End Date: June 30, 2022</p> <p>100% 11-213-100-101-70</p> <p>Replacing Jamie McGowan</p>	<p>Name: Gummel, Danielle</p> <p>Guide: Teacher - MA Step:1</p> <p>FTE: 1.0000 Daily Rate: \$268.40</p> <p>Hourly Wage: \$38.34</p> <p>Salary: \$53,680.00 FTE Salary: \$53,680.00</p> <p>Other Earnings:</p> <p>Total Contractual Salary: \$53,680.00</p>
4	<p>Code: 3200-050-219-001</p> <p>Description: School Social Worker</p> <p>Start Date: November 10, 2021</p> <p>End Date: June 30, 2022</p> <p>14,756.00\$ 11-000-219-104-71</p> <p>100% 20-218-200-104-30</p> <p>LTR for Kathleen Pittaluga</p>	<p>Name: McGonagle, Corie</p> <p>Guide: Teacher - MA Step:1</p> <p>FTE: 1.0000 Daily Rate: \$268.40</p> <p>Hourly Wage: \$38.34</p> <p>Salary: \$53,680.00 FTE Salary: \$53,680.00</p> <p>Other Earnings:</p> <p>Total Contractual Salary: \$53,680.00</p>
5	<p>Code: 9500-040-1000-012</p> <p>Description: Hawks Nest Personnel</p> <p>Start Date: November 10, 2021</p> <p>End Date: June 30, 2022</p> <p>100% 62-900L-330-110-30</p> <p>New Position</p>	<p>Name: Reef, Jenna</p> <p>FTE: 1.0000</p> <p>Hourly Wage: \$20.00</p> <p>Other Earnings:</p> <p>Total Contractual Salary: \$.00</p>
6	<p>Code: 1408-040-190-002</p> <p>Description: Basic Skills Teacher</p> <p>Start Date: November 10, 2021</p> <p>End Date: June 30, 2022</p> <p>100% 20-483-100-100-30</p> <p>Replacing Allie Ramsay</p>	<p>Name: Leiti, Seneca</p> <p>Guide: Teacher - MA Step:3</p> <p>FTE: 0.8000 Daily Rate: \$173.06</p> <p>Hourly Wage: \$38.63</p> <p>Salary: \$54,080.00 FTE Salary: \$43,264.00</p> <p>Other Earnings:</p> <p>Total Contractual Salary: \$43,264.00</p>
7	<p>Code: 9530-040-261-001</p> <p>Description: Maintenance/Custodian</p> <p>Start Date: November 10, 2021</p> <p>End Date: June 30, 2022</p> <p>100% 11-000-262-100-60</p> <p>100% 11-000-261-100-60</p> <p>Replacing Lawrence Hickman</p>	<p>Name: Larcombe, John</p> <p>Guide: Maintenance - BA Step:5</p> <p>FTE: 1.0000 Daily Rate: \$136.08</p> <p>Hourly Wage: \$17.01</p> <p>Salary: \$35,380.00 FTE Salary: \$35,380.00</p> <p>Other Earnings:</p> <p>Total Contractual Salary: \$35,380.00</p>

- f. Approve the following substitute personnel for the 2020-2021 school year (pending proper documentation):

1	Code: 9600-000-1010-004 Description: Substitute Teacher Start Date: November 10, 2021 End Date: June 30, 2022	Name: Pizagno, Patti FTE: 1.0000 Daily Rate: \$100.00 Other Earnings: Total Contractual Salary: \$.00
2	Code: 9600-000-1010-017 Description: Substitute Teacher Start Date: November 10, 2021 End Date: June 30, 2022	Name: Kirby, Dean FTE: 1.0000 Daily Rate: \$110.00 Other Earnings: Total Contractual Salary: \$.00
3	Code: 9600-000-1010-019 Description: Substitute Teacher Start Date: November 10, 2021 End Date: June 30, 2022	Name: Hall, Brian FTE: 1.0000 Daily Rate: \$100.00 Other Earnings: Total Contractual Salary: \$.00
4	Code: 9600-000-1010-020 Description: Substitute Teacher Start Date: November 10, 2021 End Date: June 30, 2022	Name: Fritz, Kayla FTE: 1.0000 Daily Rate: \$100.00 Other Earnings: Total Contractual Salary: \$.00
5	Code: 9600-000-1012-001 Description: Substitute Bus Aide Start Date: November 10, 2021 End Date: June 30, 2022	Name: Adams, Kelly FTE: 1.0000 Hourly Wage: \$15.00 Other Earnings: Total Contractual Salary: \$.00
6	Code: 9600-000-1013-001 Description: Substitute Custodian Start Date: November 17, 2021 End Date: June 30, 2022	Name: Hickman, Lawrence FTE: 1.0000 Hourly Wage: \$20.00 Other Earnings: Total Contractual Salary: \$.00
7	Code: 9600-000-1014-001 Description: Sub School Nurse Start Date: November 10, 2021 End Date: June 30, 2022	Name: Pizagno, Patti FTE: 1.0000 Daily Rate: \$150.00 Other Earnings: Total Contractual Salary: \$.00
8	Code: 9600-000-1015-004 Description: Substitute Cafe Aide Start Date: November 10, 2021 End Date: June 30, 2022 100% 11-000-270-107A-50	Name: Adams, Kelly FTE: 1.0000 Hourly Wage: \$12.00 Other Earnings: Total Contractual Salary: \$.00
9	Code: 9600-000-1015-004 Description: Substitute Cafe Aide Start Date: November 10, 2021 End Date: June 30, 2022	Name: Adamson, Rebecca Guide: Non Instructional Aides - Rate Step: FTE: 1.0000 Hourly Wage: \$12.00

	100% 11-000-270-107A-50	Other Earnings: Total Contractual Salary: \$.00
10	Code: 9600-000-999-003 Description: Substitute Secretary Start Date: November 10, 2021 End Date: June 30, 2022 100% 11-000-240-105-30	Name: Adams, Kelly FTE: 1.0000 Hourly Wage: \$12.00 Other Earnings: Total Contractual Salary: \$.00

g. Approve the following stipend positions for the 2021-2022 school year:

1	Code: 4001-050-402-003 Description: Head Girls Basketball Coach Start Date: November 10, 2021 End Date: June 30, 2022	Name: Gonnam, Tamara Guide: Stipend Payment - Stipend Amount Step:Head Coach FTE: 1.0000 Salary: \$2,000.00 FTE Salary: \$2,000.00 Other Earnings: Total Contractual Salary: \$2,000.00
2	Code: 4001-050-402-004 Description: Assistant Girls Basketball Coach Start Date: November 10, 2021 End Date: June 30, 2022	Name: Larkin, Catherine Guide: Stipend Payment - Stipend Amount Step:Assistant Coach FTE: 1.0000 Salary: \$1,500.00 FTE Salary: \$1,500.00 Other Earnings: Total Contractual Salary: \$1,500.00
3	Code: 4001-050-402-006 Description: Head Boys Basketball Coach Start Date: November 10, 2021 End Date: June 30, 2022	Name: Albany, Drew Guide: Stipend Payment - Stipend Amount Step:Head Coach FTE: 1.0000 Salary: \$2,000.00 FTE Salary: \$2,000.00 Other Earnings: Total Contractual Salary: \$2,000.00
4	Code: 4001-050-402-007 Description: Assistant Boys Basketball Coach Start Date: November 10, 2021 End Date: June 30, 2022	Name: Gurdgiel, Steven Guide: Stipend Payment - Stipend Amount Step:Assistant Coach FTE: 1.0000 Salary: \$1,500.00 FTE Salary: \$1,500.00 Other Earnings: Total Contractual Salary: \$1,500.00
5	Code: 4001-050-402-008 Description: Site Manager/Score Keeper Start Date: November 10, 2021 End Date: June 30, 2022	Name: Holman, Kimberly Guide: Stipend Payment - Stipend Amount Step:Site Manager/Score Keeper per hour FTE: 1.0000 Salary: \$36.00 FTE Salary: \$36.00 Other Earnings: Total Contractual Salary: \$36.00
		Name: Riggitano, Jeanette

6	Code: 4001-050-402-008 Description: Site Manager/Score Keeper Start Date: November 10, 2021 End Date: June 30, 2022	Guide: Stipend Payment - Stipend Amount Step:Site Manager/Score Keeper per hour FTE: 1.0000 Salary: \$36.00 FTE Salary: \$36.00 Other Earnings: Total Contractual Salary: \$36.00
7	Code: 4001-000-402-014 Description: Head Volleyball Coach Start Date: November 10, 2021 End Date: June 30, 2022	"Name: Poltorak, Kevin Guide: Stipend Payment - Stipend Amount Step:Head Coach FTE: 1.0000 Salary: \$2,000.00 FTE Salary: \$2,000.00 Other Earnings: Total Contractual Salary: \$2,000.00"
8	"Code: 4001-000-402-015 Description: Assistant Volleyball Coach Start Date: November 10, 2021 End Date: June 30, 2022	Name: Albany, Drew Guide: Stipend Payment - Stipend Amount Step:Assistant Coach FTE: 1.0000 Salary: \$1,500.00 FTE Salary: \$1,500.00 Other Earnings: Total Contractual Salary: \$1,500.00

h. Approve the ratification of the following transportation change in hours effective October 16, 2021:

Code: 9450-000-270-001 Description: Bus Driver Start Date: October 16, 2021 End Date: June 30, 2022 15,952.00\$ 20-483-200-100-30 100% 11-000-270-161-50	Name: Robbins, Cheryl Guide: Bus Driver BY HOUR - Rate Step:O FTE: 0.7813 Daily Rate: \$126.88 Hourly Wage: \$25.98 Salary: \$38,034.72 FTE Salary: \$29,716.53 Other Earnings: Total Contractual Salary: \$29,716.53
Code: 9450-000-270-010 Description: Bus Driver Start Date: October 16, 2021 End Date: June 30, 2022 12,502.00\$ 20-483-200-100-30 100% 11-000-270-160-50	Name: Shaw, Samantha Guide: Bus Driver BY HOUR - Rate Step:C FTE: 0.8000 Daily Rate: \$107.62 Hourly Wage: \$21.02 Salary: \$30,773.28 FTE Salary: \$24,618.62 Other Earnings: Total Contractual Salary: \$24,618.62
Code: 9450-000-270-011 Description: Bus Driver Start Date: October 16, 2021 End Date: June 30, 2022 15,952.00\$ 20-483-200-100-30 5,189.00\$ 20-505-270-100-30 100% 11-000-270-163-50	Name: Wood, Martha Guide: Bus Driver BY HOUR - Rate Step:O FTE: 0.8000 Daily Rate: \$133.02 Hourly Wage: \$25.98 Salary: \$38,034.72 FTE Salary: \$30,427.78 Other Earnings: Total Contractual Salary: \$30,427.78

Code: 9450-000-270-012 Description: Bus Driver Start Date: October 16, 2021 End Date: June 30, 2022 15,652.00\$ 20-483-200-100-30 100% 11-000-270-160-50	Name: Hesington, Leeanna Guide: Bus Driver BY HOUR - Rate Step:O FTE: 0.7188 Daily Rate: \$107.39 Hourly Wage: \$25.98 Salary: \$38,034.72 FTE Salary: \$27,339.36 Other Earnings: Bus Driver Longevity 10 years 500.00 Total Contractual Salary: \$27,839.36
Code: 9460-000-270-100 Description: Bus Aide Start Date: October 16, 2021 End Date: June 30, 2022 100% 11-000-270-107-50	Name: Jordan, Michele Guide: Bus Aides - Rate Step:10 FTE: 0.8214 Daily Rate: \$70.37 Hourly Wage: \$14.90 Salary: \$19,086.90 FTE Salary: \$15,677.98 Other Earnings: Total Contractual Salary: \$15,677.98
Code: 9460-000-270-101 Description: Bus Aide Start Date: October 16, 2021 End Date: June 30, 2022 100% 11-000-270-107-50	Name: Pettit, Terri Guide: Bus Aides - Rate Step:5 FTE: 0.8214 Daily Rate: \$61.59 Hourly Wage: \$13.04 Salary: \$16,704.24 FTE Salary: \$13,720.86 Other Earnings: Total Contractual Salary: \$13,720.86
Code: 9460-000-270-107 Description: Bus Aide Start Date: October 16, 2021 End Date: June 30, 2022 100% 11-000-270-107-50	Name: Pettit, Beth Guide: Bus Aides - Rate Step:4 FTE: 0.6429 Daily Rate: \$37.70 Hourly Wage: \$13.03 Salary: \$16,691.43 FTE Salary: \$10,730.92 Other Earnings: Total Contractual Salary: \$10,730.92

- i. Approve Julia Steelman, an ACCC student, complete an ACCC 45-hour practicum from November 10, 2021 to December 23, 2021 in Preschool with Lea Guarino.
- j. Approve the School Health Services Plan for the 2021-2022 school year.
([School Health Services Plan 2021-2022.pdf \(Attached\)](#))
- k. Approve the following field trips for the 2021-2022 school year:

Approve:

Grade	Date & Time	Location
Grade 8	November 10, 2021 8:45 am - 11:05 am	Cape May County Technical High School Cape May Court House, NJ
Grade 8	November 12, 2021 9:05 am - 3:00 pm	Philadelphia Revolutionary War Museum Philadelphia, PA
	November 16,	

Boys to Men Club	2021 11:45 am - 1:30 pm	Gentilini Chevrolet Woodbine, NJ
Grade 8	December 3, 2021 9:05 am - 3:00 pm	Philadelphia- American Revolutionary War Museum
Grades 7, 8 National Junior Honor Society	December 16, 2021 10:00 am - 2:00 pm	Walmart Mays Landing, NJ
Grades 5/6 and 7/8 Self Contained Rooms	June 10, 2022 9:00 am - 2:50 pm	Stone Harbor Beach (96 th Street), Wawa (Stone Harbor), Club 18 Miniature Golf

Ratify:

Grade	Date & Time	Destination
Grade 8	October 29, 2021 8:45 am - 10:30 am	Middle Township Performing Arts Center Cape May Court House, NJ

- l. Approve the medical leave of absence request of Donna Konczyk, Primary School Secretary, to be effective October 12, 2021. Expected date of return: November 29, 2021.
- m. Approve the medical leave of absence request of Carlos Covarrubias, Teacher, to be effective November 11, 2021. Expected date of return: January 5, 2022..
- n. Approve the committee members for the following committees:

PIRT	Christina Kelley Courtney Herlihy Monica DiVito Casey Curran Kate Bobst Jamie VanArtsdalen Arianna Gallagher
ECAC	Christina Kelley Emily Conover Lea Guarino Monica DiVito Greta Liston Antonietta Renteria Nicole Conti Shayna Miller Morgan Tridente Jenn Patterson Jamie VanArtsdalen
ScIP	Jamie VanArtsdalen Kate Bobst Christina Kelley Megan Glassford Amanda Unkle Sharron Bucko Jen Hunter Arianna Gallagher
I&RS	Kate Bobst Jamie VanArtsdalen Monica DiVito Arianna Gallagher Christina Kelley Melanie Caruso Jillian Bassetti Ashlee Perna

ASP/ESSER	Kate Bobst Jamie VanArtsdalen Christina Kelley Alison Curvan Steve Gurdgiel Pat DiCintio Jamie Burrows Nichol Hoff Susan Speirs
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- o. Approve the following staff transfers to begin November 15, 2021:

Staff Member	New Position
M. Lowery	7th & 8th ELA Resource Room Sci/SS in-class support
A. Joslin	7th & 8th Math Resource Room Sci/SS in-class support
C. Berardis	6th ELA & Math Resource Room Sci/SS in-class support

- p. Approve Courtney Herlihy and Janice Tice as the district school nurse's to perform Pandemic State Health Department requirements beyond their contracted school day at their contractual hourly rate for the 2021-2022 school year (Grant Funded):

Code: 3114-000-213-001 Description: Pandemic Health Department Requirements Beyond The School Day Start Date: July 01, 2021 End Date: June 30, 2022 100% 20-483-100-100-30	Name: Herlihy, Courtney FTE: 1.0000 Daily Rate: \$367.73 Hourly Wage: \$52.53 Other Earnings: Total Contractual Salary: \$.00
Code: 3114-000-213-001 Description: Pandemic Health Department Requirements Beyond The School Day Start Date: July 01, 2021 End Date: June 30, 2022 100% 20-483-100-100-30	Name: Tice, Janice FTE: 1.0000 Daily Rate: \$429.25 Hourly Wage: \$61.32 Other Earnings: Teacher Longevity After 15 Years 1,500.00 Total Contractual Salary: \$1,500.00

- q. Approve to affirm and close the following HIB investigation:

HIB 2021-2022- 01 - Confirmed HIB

O. POLICY

(M) = Mandated by law or monitoring standards.

1. Motion to Approve the Second Reading and Adoption of the following Policies:

(M) = Mandated by law or monitoring standards.

The motion was made by Board Member Khan and seconded by Board Member Trout, and with a unanimous roll call vote, the motion carried.

- a. Policy 1648.13 School Employee Vaccination Requirements (M)

[\(Policy 1648.13 School Employee Vaccination Requirements \(M\).pdf \(Attached\)\)](#)

- b. Policy 6115.01 Federal Awards-Funds Internal Controls-Allowability of Costs (M)

[\(Policy 6115.01 Federal Awards-Funds Internal Controls-Allowability of Costs.pdf \(Attached\)\)](#)

- c. Policy 6115.02 Federal Awards-Funds Internal Controls-Mandatory Disclosures (M)
(Policy 6115.02 Federal Awards-Funds Internal Controls-Mandatory Disclosures.pdf (Attached))
- d. Policy 6115.03 Federal Awards-Internal Controls-Conflict of Interest (M)
(Policy 6115.03 Federal Awards-Internal Controls-Conflict of Interest.pdf (Attached))

2. **Motion to approve the following revised Bylaw (1), Policies, Regulations:**

(M) = Mandated by law or monitoring standards.

The motion was made by Board Member Khan and seconded by Board Member Kern, and with a unanimous roll call vote, the motion carried.

- a. Bylaw 0131 Bylaws, Policies, and Regulations
(Bylaw 0131 Bylaws, Policies, and Regulations.pdf (Attached))
- b. Policy 3134 Assignment of Extra Duties
(Policy 3134 Assignment of Extra Duties.pdf (Attached))
- c. Policy 5111 Eligibility of Resident/Nonresident Students (M)
(Policy 5111 Eligibility of Resident-Nonresident Students (M).pdf (Attached))
- d. Policy 6471 School District Travel (M)
(Policy 6471 School District Travel (M).pdf (Attached))
- e. Regulation 6471 School District Travel
(Regulation R 6471 School District Travel (M).pdf (Attached))
- f. Policy 7431 Eye Protection (M)
(Policy 7432 Eye Protection (M).pdf (Attached))
- g. Regulation 7432 Eye Protection
(Regulation R 7432 Eye Protection (M).pdf (Attached))
- h. Policy 8550 Meal Charges/Outstanding Food Service Bill (M)
(Policy 8550 Meal Charges-Outstanding Food Service Bill (M).pdf (Attached))
- i. Policy 8561 Procurement Procedures for School Nutrition Programs (M)
(Policy 8561 Procurement Procedures for School Nutrition Programs (M).pdf (Attached))
- j. Policy 8600 Student Transportation (M)
(Policy 8600 Student Transportation (M).pdf (Attached))

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.)

Mrs. Rothenbiller, Hagan Road Dennisville, asked where do the mandates come from that the board has to succumb too?

Q. **MOTION TO ADJOURN THE MEETING AT 6:47 p.m.**

The motion was made by Board Member Khan and seconded by Board Member Miller, and with a unanimous roll call vote, the motion carried.

Paige Sharp-Rumaker
Business Administrator/Board Secretary