

MINUTES
DENNIS BOARD OF EDUCATION

March 24, 2022

5:30 PM

The Meeting of the Dennis Township Board of Education was held on Thursday, March 24, 2022 at 5:30 PM in the Dennis Township Primary School.

Present:

SBA/BS Paige Sharp-Rumaker
Board President Nichol Hoff
Board Member Jamie Burrows
Board Member Jeanne Donohue
Board Vice President Mary Kate Garry
Board Member Claudia Miller
Board Attorney Amy Elco, Esq.
Chief School Administrator Susan S. Speirs
Board Member Josepha Penrose
Board Member Tami Kern
Board Member Kristi Siekierski

Not present:

William Donio, Esq.
Board Member Mariam Khan

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
Jamie Burrows
Tami Kern
Kristi Siekierski
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

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

Mrs. Susan Speirs read her CSA report to the public and the board members. She discussed security drills, student suspensions and enrollment for the month of February.

a. Security Drills for the Month of February 2022:

Primary School

February 10, 2022 - Fire Drill

February 24, 2022 - Shelter-in-Place

Elementary/Middle School

February 10, 2022 - Fire Drill

February 24, 2022 - Severe Weather

b. Student Suspensions for the Month of February 2022:

Elementary/Middle School

- Two (2) days suspension - 6th grade male
- Three (3) days suspension - 6th grade male
- Three (3) days suspension - 6th grade male
- Three (3) days suspension - 8th grade male

c. District Enrollment for the Month of February 2022:

SCHOOL	TOTAL	TRANSFER OUT	TRANSFER IN
Primary School	284	0	2
Elementary School	173	0	0
Middle School	166	1	0
Out-of-District Placement	7	0	0
TOTAL	630	1	2

2. Principal

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

3. Curriculum & Instructional and Child Study Team

Mrs. Bobst read her CST and Curriculum report to the board members and the public.

a. Spring 2022 ELA Field Test

Mrs. Speirs discussed the ELA Field Test and the afterschool program supported by the

McKinney Vinto Grant.

4. PRIDE Report

No report

D. MIDDLE TOWNSHIP REPRESENTATIVE REPORT

Mrs. Miller gave an update on Middle Township High School's events which included the College Fair and the start of Spring sports.

E. DENNIS TOWNSHIP LIAISON REPORT

No Report

F. PRESENTATIONS

1. Nightlinger, Colavita & Volpa will present the audit for the year ended June 30, 2021.

Ray Colavita reported on the June 30, 2021 audit viz zoom.

G. CORRESPONDENCE

None

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 6:39 p.m. The Board will be in Executive Session for approximately 1 hour 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. HIBs

(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 Executive Session was moved to the end of the board meeting. The board members discussed HIB investigations, personnel matters and conducted interviews for the School Business Administrator/Board Secretary.

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.

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

The motion was made by Board Member Burrows and seconded by Board Vice President Garry, 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

- In the process of upgrading/configuring/migrating district wide network domain controllers and file servers.
- Replaced several aging and/or failing security cameras at PS and ES/MS.
- Completed Technology Coordinator training for upcoming Spring 2022 NJSLA District testing.
- Updated client computers for printing and antivirus.
- Prepared and configured network servers for anticipated Ricoh copier fleet lease renewal.
- Preparing all district Chromebooks for Spring 2022 NJSLA District testing.
- Coordinated current and potential Technology Ambassador projects with Mrs. VanArtsdalen.
- The Technology Department continues to address all faculty and staff submitted technology-based work orders in a prompt and timely manner.

4. Policy Discussion

5. Finance/Facilities/Transportation

a. Transportation Department Report

- School bus inspections have been completed.
- Field trips are starting to be scheduled and are able to be completed between 9:00 a.m. and 2:00 p.m. in most cases. Due to the driver shortage, everyone has been most helpful.
- Sports transportation is resuming as well.
- Our bus drivers are trying their utmost to help out where they can to continue transporting our students and accommodate extra activities.
- The bus mechanic and the Transportation Director continue to drive school bus routes and sports trips as needed.

b. Building and Grounds Department Report

- Installed new water line for nurse's refrigerator at the ES/MS.
- Replaced oil pump in boiler room at the ES/MS.
- NJ Health Department conducted their 5-year boiler inspection.
- Installed several new heat actuators in classroom univents at the ES/MS.
- Performed preventive maintenance to HVAC units.
- Repaired several sections of split rail fence and posts at the ES/MS.
- Addressed 17 work orders.
- Replaced bulbs and ballasts in several classrooms and hallways.
- Installed several new emergency lights at the Primary School.

6. Community Engagement

Mrs. Speirs discussed the Pre-K recipe event which was tied to literature. Parent conferences were last week and she was glad to see parents back in the buildings.

7. Old Business

Ms. Hoff mentioned to the board members that the CSA and Board Secretary evaluation needs to be completed by the 15th of April.

8. New Business

a. Board Responsibilities for April 2022:

- Hold public budget hearing/adopt budget

The public hearing will be on April 28th.

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

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

M. **REGULAR SESSION**

N. **DISCUSSION OF AGENDA ITEMS**

Mrs. Sharp-Rumaker discussed the preliminary budget. She verbally changed the numbers to the following: General Fund: \$13,891,746 and Local Tax Levy: \$10,885,315. These numbers changed due to the Chapter 44 appeal. Also, Mrs. Sharp-Rumaker corrected the language to #4 a. 17 to read budget *line 660*, Budgeted Withdrawal from *Current Security*. Mrs. Speirs added: #5 E Afterschool teacher, Kathy Wilde.

1. **MOTION TO APPROVE THE 2022-2023 PRELIMINARY BUDGET FOR SUBMISSION TO THE COUNTY DEPARTMENT OF EDUCATION.**

2022-2023 PRELIMINARY BUDGET FOR SUBMISSION TO THE COUNTY OFFICE

General Fund:	\$ 13,615,381.00
Special Revenue:	\$ 4,382,073.00
TOTAL:	\$ 17,997,454.00
Local Tax Levy:	\$ 10,608,970.00
TOTAL TAX LEVY:	\$ 10,608,970.00

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

February 24, 2022 Work Session/Regular Meeting and Executive Session ([February 24th meeting minutes.pdf \(Attached\)](#))

3. **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 Miller and seconded by Board Vice President Garry, and with a unanimous roll call vote, the motion carried.

4. Finance/Facilities/Transportation

a. Finance

- (1) Treasurer and Secretary Reports for the month of February 2022.

([FEB TREASURER REPORT.pdf \(Attached\)](#), [BSR-2021-22-FEBRUARY.pdf \(Attached\)](#))

- (2) Transfers/transfer report for the month of February 2022.

([February Monthly Transfer Report.pdf \(Attached\)](#))

- (3) Bill List for the month of March 2022.

([MARCH BILL LIST.pdf \(Attached\)](#))

- (4) Certification of Expenditures for the month of February 2022.

- (5) Approve the donation of \$500.00 from Cape Assist for participating in the Pride Survey to be deposited into the Student Activity account.

- (6) Approve the following donations from the Learning Through Gardening grant:

- Wooden garden beds
- Top soil
- Seeds

- (7) Accept the June 30, 2021 audit as presented.

- (8) Approve the Corrective Action Plan as presented for the June 30, 2021 audit.

([CAP.pdf \(Attached\)](#))

- (9) Approve to set Thursday, April 28, 2022 at 5:30 p.m. as the date for the Public Hearing on the 2022-2023 budget.

- (10) Approve to dispose of the following asset which has been classified as obsolete by the district and no longer is needed for public use:

2002 Ford F250 Truck VIN#1FTNF21L62EC12304

- (11) Approve the agreement with Cape May Special Services School District for the Extended Year Program effective July 1, 2022 through August 14, 2022 at the cost of \$2,900.00 per student.

The cost of a One-on-One Aide is \$2,800.00 per student.

- (12) Approve the One-on-One Aide Agreement with Cape May County Special Services School District effective July 1, 2022 through June 30, 2023 at a cost of \$28,325.00 per student.

- (13) Approve a tuition contract with the North Wildwood Board of Education for one Dennis Township student effective March 25, 2022 through June 30, 2022.

Cost to Dennis Township: \$30,414.00 tuition(prorated) and \$23,756.00 one to one aide (prorated) plus health benefit costs TBA(prorated)for Student Local ID# 201036.

([21-22 Spec Ed Contract - Dennis Twp.pdf \(Attached\)](#))

- (14) Approve the tuition contracts with Cape May County Special Services School District for the 2022-2023 school year as follows:

Multiple Disabilities:	\$33,500.00 per student
Autism:	\$41,250.00 per student
Pre-School Disabilities:	\$39,750.00 per student
Emotional Regulation Impairment:	\$40,750.00 per student

- (15) Approve a transportation jointure with CMC Shared Services Transportation to transport Dennis Township students to the Middle Township High School
Fusion Program effective March 16, 2022 through June 30, 2022. Cost to Dennis Township: \$11,941.20. Route #QDNMT-01

- (16) Budgeted withdrawal from Maintenance Reserve

Included in the budget line 630, Budgeted Withdrawal from Current Maintenance Reserve is \$300,000.00 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.

- (17) Budgeted withdrawal from Emergency Reserve

Included in the budget line 630, Budgeted Withdrawal from Current Maintenance Reserve is \$96,500.00 for school security improvements at the Primary School, 601 Hagan Road, Cape May Court House, NJ 08201 and the Elementary/Middle School, 165 Academy Road, Dennisville, NJ 08214.

b. Workshops & Travel

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

Attendee	Date	Workshop Name	Location	Reg. Fee
Susan Speirs Jamie VanArtsdalen Monica DiVito Jillian Bassetti	March 31, 2022	8th Annual Pride Workshop	Wildwood, NJ	No Charge
Steven Gurdgiel	April 6, 2022	Social Studies Conference for Middle and High School Teachers, Engaging & Empowering Students	Online via Zoom	4 ETTC Hours
Paige Sharp-Rumaker	June 7, 2022-June 10, 2022	NJASBO Annual Conference	Atlantic City, NJ	\$275.00

c. Use of Facilities

Ratify the following request to use the facilities in the Primary School & Elementary/Middle School:

Date & Time	Facility	Requesting Party	Reason for Use	Fee
March 1, 2022 - March 11, 2022	Primary School	Dennis Township	Basketball Playoff	No Charge

Evenings - various times	Gym & ES/MS Gym	Recreation Department	Dates	
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Requests to use the facilities in the Primary School & Elementary/Middle School:

Date & Time	Facility	Requesting Party	Reason for Use	Fee
April 4, 2022 6:00 p.m. - 8:00 p.m.	ES/MS Gym	Dennis Township Recreation Department	Adult Basketball League	No Charge

5. 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).

(See attached Staff Approval List)

([BOE-Staff-Approvals-3_24_2022.pdf](#) (Attached))

- a. Approve the following personnel for the 2021-2022 school year (pending receipt of proper required documentation) (see attached for details):

- Victoria Clark, Hawks Nest Personnel
- Harrison Fandel, Instructional Aide (new position) (salary prorated)

([Fandel H. Resume.pdf](#) (Attached))

- b. Approve the following substitute personnel for the 2021-2022 school year (pending receipt of proper required documentation):

- Sara Briggs, Substitute School Nurse
- Victoria Clark, Substitute Secretary

- c. Approve the following Provisional Teacher Mentors for the 2021-2022 school year:

Traditional Route (\$800.00 each)

- Tamara Gonnarn for Seneca Leiti
- Drew Albany for Erich Hegenbart

Alternate Route (\$1,000.00 each)

- Christina Kelley for Allison Sokorai

- d. Approve the following stipend positions:

Chaperones for Hawkettes Lock-In Event at the stipend amount of \$150.00 each:

- Andrea Schmidt
- Diane VanArtsdalen

Chaperones for Middle School Spring Semi-Formal Event at the stipend amount of \$43.00 each:

- Camille Berardis
- Carlos Covarrubias
- Maren Gandy
- Danielle Gummel
- Lauren Lillie
- Lori Palombo
- Diane VanArtsdalen

- e. Approve the following personnel for After School Tutoring at the stipend rate of \$36.00 per hour each:

After School Tutors

- Camille Berardis
- Kristina Quinlan

Substitute After School Tutors

- Lauren Matteo
- Jeanette Riggiano

- f. Regretfully accept the resignation of Linsey Shapiro, Instructional Aide, effective June 21, 2022.

([Resignation Shapiro Linsey.pdf \(Attached\)](#))

- g. Approve the request for an extended Leave of Absence for Donna Konczyk, Secretary, effective February 23, 2022. Expected date of return is March 28, 2022.
- h. Approve the request for an extended Leave of Absence for Nicolette Tones, Custodian, effective March 3, 2022. Anticipated date of return is April 4, 2022.
- i. Approve the revision to the extended Leave of Absence request for Taylor DeFelice, Teacher, changing the effective date to March 15, 2022.
- j. Approve the 8th Grade Dance to take place on Tuesday, June 14, 2022 at the Abbie Holmes Estate in Clermont, NJ.
- k. Approve the following field trips for the 2021-2022 school year:

Grade	Date & Time	Location
6, 7, 8 - Boys to Men Club	3/25/2022 9:50 a.m. - 2:00 p.m.	Belleplain State Forest
Kindergarten	5/19/2022 9:15 a.m. - 2:00 p.m.	Storybook Land
4, 5, 6, 7, 8 - Choir	06/07/2022 9:15 a.m. - 2:30 p.m.	Cape May County Choir Festival at Cape May Convention Hall
6, 7, 8 - Student Government	6/8/2022 9:00 a.m. - 3:00 p.m.	40th Street Beach, Sea Isle City, NJ, and stop for ice cream on return trip to school

7, 8 - Peer Leader Education Extravaganza	6/9/2022 9:30 a.m. - 2:00 p.m.	Morey's Piers
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- l. Approve Holly Gaskill and Jacqueline Murray for after-hours confidential Human Resources file uploads, paid at their regular hourly rate. Maximum hours not to exceed 20 hours each.
- m. Approve the 2022-2023 School Calendar.

([CALENDAR 2022-23 DRAFT Revised 2022.03.16.pdf \(Attached\)](#))

O. POLICY

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.)

None

Q. MOTION TO ADJOURN THE MEETING AT 7:51 p.m..

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

Paige Sharp-Rumaker

Business Administrator/Board Secretary