# PENNSVILLE PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION
## APRIL 22, 2024

The regular meeting of the Pennsville Board of Education was called to order by Mr. Chambers, President, on Monday, April 22, 2024 at 6:03pm..

**ROLL CALL**
Board members present were Mrs. Cook, Mr. Delgiorno, Mr. Thomas, Mrs. Smalley, and Mr. . Chambers. Mr. Hassler entered at 6:04pm. Mrs. Staffieri-Morris entered at 6:42pm during executive session. Mr. Mason and Mr. Townsend were absent. Also present were Dr. Brodzik, Superintendent, Mrs. Baker-Plale, Assistant Superintendent for Curriculum, and Mrs. Mayhew, Board Secretary. Student representatives from the high school and members of the public were also present.

**FLAG SALUTE AND MOMENT OF SILENCE**
Mr. Chambers led the board in the pledge to the flag and a moment of silence.

**READING OF THE SUNSHINE LAW STATEMENT**
The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Pennsville Board of Education provided advanced notice of this meeting, to be held in the District Office Administrative Building, 30 Church Street at 6:00 p.m., to the South Jersey Times, the Courier-Post and posted at 30 Church Street on May 23, 2023.

**MINUTES**
Moved by Mrs. Smalley and seconded by Mr. Thomas that the Board of Education approve the minutes for March 18, 2024 and March 25, 2024.
**VOICE VOTE:** Unanimously approved **ABSTAIN:** March 18, 2024-Cook **Motion carried 6-0-0**

**COMMUNICATIONS**
None

**PRESENTATIONS**
Mr. Hindman spoke about the Central Park Care Closet.

**SUPERINTENDENT'S REPORT**
Dr. Brodzik reviewed the Superintendent's Report which included Workshop Reports, Fire & Security Drills, Building Reports, Facilities Usage and Bus Evacuation Drills. He also spoke about the upcoming presentations next week; such as the budget hearing, middle school road project and school boards strategic plan.

**PUBLIC COMMENTS-AGENDA ITEMS ONLY**
None

**SUPERINTENDENT'S RECOMMENDATIONS**
Motion made by Mrs. Cook and seconded by Mrs. Smalley to approve the following as recommended by the Superintendent:

**PERSONNEL**
Retirement

Approve with regret the retirement of Ann Haeffner, Special Education Teacher at the Pennsville Memorial High School, effective June 30, 2024. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.

2023-2024 Volunteer

Approve the following volunteer for the 2023-2024 school year:

- Jeffrey Sargent

Job Description Approval

Approve the following attached job descriptions for the 2023-2024 school year:

- A-55 - Computer Hardware Technician
- A-60 - Technology Network Engineer-Security Specialist

2023-2024 Substitute Paraprofessional

Approve the following individual, who has criminal history approval, to the Substitute Paraprofessional Aide list for the 2023-2024 school year at the rate of $112.00 per day worked:

- Samantha Chasmar

2023-2024 Substitute Secretary

Approve the following individual, who has criminal history approval, to the Substitute Secretary list for the 2023-2024 school year at the rate of $117.25 per day worked:

- Nicole Cunningham

2024 CST Summer Employment

Approve the 2024 Summer employment of the following Child Study Team members at their per diem hourly rate:

- Rebecca Hood (Learning Consultant) ~ Not to exceed 140 hours
- Joan Pacini (Learning Consultant) ~ Not to exceed 140 hours
- Brittany Graeber (Social Worker) ~ Not to exceed 140 hours
- Gabrielle Sclocchini (Social Worker) ~ Not to exceed 140 hours
- Shira Baratz (Speech Language Specialist) ~ Not to exceed 140 hours
- Keyanah Jones (Speech Language Specialist) ~ Not to exceed 140 hours
- Cassandra Kirk (Speech Language Specialist) ~ Not to exceed 140 hours
- Julie Brown (School Psychologist) ~ Not to exceed 140 hours
- John Milone (School Psychologist) ~ Not to exceed 140 hours
- Claribel Rodriguez (Occupational Therapist) ~ Not to exceed 140 hours
- Lorraine Beyl (Autism Specialist) ~ Not to exceed 40 hours

2024 Summer Academic Program Staff

Approve to employ the following staff as Summer Academic Program employees, effective Monday, July 8, 2024 thru Thursday, August 1, 2024, at the rate of $34.00 per hour worked, not to exceed 4 hours per day. Staff will be paid for 5 additional hours of classroom preparation prior to the beginning of the program.

- Jeremy Atlas
- Lauren Bowen
- Eileen Brennan
- Rachael Cowdrick
- Lisa Darling

- Cathy DiAntonio
- Kelly Dorsey
- Keith Dunkelberger
- Melanie Fairfield
- Giovanna Feula
- Beth Jackson-Montagna
- Danielle Khairzada
- Gwendolyn LaPalomento
- Kevin Lewis (counselor)
- Alexa Mastella
- Pamela McClincy
- Melissa Meadows
- Christina Micallef
- Lindsay Mulford
- Christine Niblock
- Dana Olcott
- Lisa Powers
- Katherine Reilly
- Tanya Rinnier
- Dion Romolini
- Jennifer Spears
- Tracy Turner
- Sophia Wagner
- Gloria Walters
- Megan Warner
- Jennifer Webb (nurse)
- Meghan Wiggins
- Kris Wilson

2024 Summer Academic Program Staff - Paraprofessionals

Approve to employ the following paraprofessional aides as Summer Academic Program employees, effective Monday, July 8, 2024 thru Thursday, August 1, 2024, to be compensated at their per diem hourly rate, not to exceed 4 hours per day. Staff will be paid for 5 additional hours of classroom preparation prior to the beginning of the program.

- Christina Bohn
- Darlene Briggs
- Madison Coleman
- Catrina Connolly
- Mckensey Crispin
- Kelin Eachus
- Christina Johnson
- Natalie MacAllister
- Kathryn Stafford
- Stephanie Wagner
- Virginia Willis

**ADMINISTRATIVE/WORKSHOPS**

Approve Workshops and Conferences

- Adrienne Davis to attend the Defusing Anger, Anxiety and Aggression: Improving Student Behavior to be held online with a registration fee of $279. per person.
- Megan Rains to attend the Defusing Anger, Anxiety and Aggression: Improving Student Behavior to be held online with a registration fee of $279. per person.

- Kyle Baker-Plale to attend the NSPRA National Seminar to be held in Seattle, Washington, on the following dates July 13-July 17, 2024, With a registration fee of $945. Per person with additional expenses of $2086.64 not to exceed travel rates set by the US General Services Administration GSA.
- Christine Laughrey, Colleen Press, and Monika Puitz to attend the LETRS Facilitator PD for 2024-2025 to be held online and in-person, with a registration fee of $621. per person.

Leaves of Absence

- Approve the FMLA Leave of Absence from Central Park School for Employee # 1997. FMLA Leave from the start date 05/03/2024 to 06/17/2024, not to exceed FMLA guidelines. *(The employee will be electing to use their paid sick leave)*
- Approve the FMLA/NJFLA Leave of Absence from Pennsville Middle School for Employee # 1571 from 05/23/2024-06/18/2024 not to exceed FMLA/NJFLA guidelines. (The employee will be electing to use their paid sick leave.) Additional Unpaid Leave of Absence from 09/02/2024-11/29/2024. Expected return 12/02/2024.

Homebound Instruction

Approve homebound instruction for the following students with a rate of $32. per hour not to exceed 10 hours per week.:

SID # 2820250046 Grade:07
Place: Inspira Instructors: Inspira CAMHU
Start Date: 02/14/2024- TBD
Not to exceed 10 hours per week

Failure to Provide Residency

- Approve the removal of enrollment, due to ineligibility for continued enrollment for SID#6902386976 failure to provide proof of residency. As Per N.J.A.C. 6A:22, Student Residency, *Subchapter*-4.3
- Approve the removal of enrollment, due to ineligibility for continued enrollment for SID#8749358983 failure to provide proof of residency. As Per N.J.A.C. 6A:22, Student Residency, *Subchapter*-4.3

Annual School Calendar

Approve the revised calendar for the 2024-2025 Pennsville School District Calendar.

Field Trips

Approve the following Field Trips: 00053, 00054, 00055, 00056, 00057, 00058, 00059
The specific information cannot be put into the board motions for the safety of our students.

**ROLL CALL VOTE**: **YES**: Cook, Delgiorno, Thomas, Hassler, Smalley, Chambers
**NO**: None **ABSTAIN**: None **Motion carried 6-0-0**

**BUSINESS ADMINISTRATOR**

Motion made by Mr. Thomas and seconded by Mr. Hassler to approve the following as recommended by the Superintendent and Business Administrator:

## BUSINESS AND FINANCE

Board Secretary Reports

Board's Certification: Pursuant to N.J.A.C.6A:23A-16.10(c)4, the Pennsville Board of Education certifies February 29, 2024 and after review of the Secretary's Monthly Financial Reports and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Board Secretary's Certification: Pursuant to N.J.A.C. 6A:23A-16.10(c)3, the Board Secretary certifies that no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the Pennsville Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over expended in violation of N.J.A.C. 6:23-16.10(a)1. And, in accordance with N.J.A.C. 6A:23A-16.10(c)2, it is certified that there are no changes in anticipated revenue amounts and sources.

Cash Reconciliation Report

Approve the cash reconciliation report for the month of February, 2024.

Transfer of Funds

Approve the transfer of funds effective April 22, 2024, previously approved by the Superintendent.

Voided Checks

Approve the voided checks through April 22, 2024.

Bills for Payment

Approve payroll and agency for March, 2024.
Approve the bills list for April 22, 2024.

PMHS Stack Removal & Roof Replacement

Approve the Pennsville Board of Education awarding the contract for the Pennsville Memorial High School Stack Removal & Roof Replacement to Winchester Roofing Corporation of Gibbsboro, New Jersey in the total contract bid of $140,950.

PMS Roof Replacement

Approve the Pennsville Board of Education awarding the contract for the Pennsville Middle School Roof Replacement to Union Roofing Contractors, Inc. of Philadelphia, Pennsylvania in the total contract bid of $2,457,000.

SCSSSD Transportation Jointure Contract

Approve the contract for transportation services with The Salem County Cooperative Transportation Program as administered by Gloucester County Special Services School District for the 2024-2025 school year.

SCSSSD Itinerant/Shared Services Agreement

Approve the Itinerant/Shared Services Agreement with the Salem County Special Services School District for the 2024-2025 school year.

Phoenix Advisors, LLC
Approve the agreement for the policy period of July 1, 2024-June 30, 2025 with Phoenix Advisors, LLC of Bordentown, New Jersey.

Career Technical & Academy Tuition Contract Agreement
Approve the Tuition Contract Agreement for Career and Technical and Academy students effective September 1, 2024 through June 30, 2025 with the Salem County Vocational Technical School District with the following rates per resident student:

Shared Time Students (½ day) - $2,025 per year
Full Time Students (full day) - $4,050 per year

Transportation Addendum #1 for CR0219-Rt. 2519
Approve the addition of a bus aide required for a special education student, for route 2519 for the 2023-2024 school year, from 4/17/2024 to 6/30/2024, and the attached addendum contract (CR0219-Addendum-Rt-2519-#1) with Wyshinski Bus Service, Penns Grove, NJ. The cost of the additional bus aide is $59.85 per diem ($2,573.55 per annum)

Other Capital Projects
Resolved that the Pennsville School District Board of Education (Board) authorizes the School Business Administrator/ Board Secretary, and Remington and Vernick Engineers to prepare and apply for an Other Capital Project DOE Project Application on the Board's behalf with the New Jersey Department of Education (NJDOE) for the following projects:

Penn Beach Elementary School Flooring & Abatement – State Project #33-4075
Penn Beach Elementary School Security Vestibule - State Project #33-4075
Pennsville Memorial High School Security Vestibule - State Project #33-4075
The Board of Education also acknowledges that "Other Capital Projects" are ineligible for state funding and are exclusively locally funded projects.

Change Order-Admin Building Roof Replacement
Approve a Change Order with Winchester Roofing Corporation for the project Admin Building Roof Replacement to remove and cap three (3) existing exhaust fans in the amount of $15,526.60.

**ROLL CALL VOTE**: **YES**: Cook, Delgiorno, Thomas, Hassler, Smalley, Chambers
**NO**: None **ABSTAIN**: None **Motion carried 6-0-0**

**SUPERINTENDENT'S COMMENTS**
None

**BOARD MEMBER REPORTS**
Mrs. Smalley stated that after attending a recent Ed Foundation meeting, she plans to continue helping the organization. She feels they are doing such good things for the students and schools.

**PRESIDENT'S REPORTS**
Mr. Chambers thanked those board members who completed their ethics. He reminded everyone that they needed to be completed by Monday.

**HIB CASES**
On the recommendation of the Superintendent, Mr. Hassler moved to affirm the findings and

conclusions of Non HIB CP1-First Reading, HIB HS13-First Reading, HIB HS12-First Reading, and HIB HS11-Second Reading. Mr. Delgiorno seconded the motion which was unanimously approved on roll call vote.

**PUBLIC COMMENT**
None

**RECESS INTO EXECUTIVE SESSION**
Motion made by Mr. Hassler seconded by Mr. Thomas that the Board enter into Executive Session by Resolution at 6:36pm, from which the public will be excluded. Mrs. Staffieri-Morris entered at 6:42pm.

**PENNSVILLE BOARD OF EDUCATION**
**RESOLUTION AUTHORIZING EXECUTIVE SESSION**

**WHEREAS,** N.J.S.A. 10:4-12 allows for a Public Body to go into executive session during a Public Meeting; and
**WHEREAS,** the Pennsville Board of Education has deemed it necessary to go into executive session to discuss certain matters which are exempted from the Public; and
**WHEREAS,** the length of the executive session is estimated to be 30 minutes after which the regular meeting of this Board of Education will not reconvene and proceed with business;
**NOW, THEREFORE, BE IT RESOLVED** that the Pennsville Board of Education will go into executive session for the following reason(s) as outlined in N.J.S.A. 10:4-12:

Litigation, contract negotiations, or attorney~contracts/litigation

**BE IT FURTHER RESOLVED** that the Board of Education hereby declares that its discussion of the aforementioned subject(s) may be made public at a time when the Board Attorney advises the Board of Education that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the School District or any other entity with respect to said discussion.
**BE IT FURTHER RESOLVED** that the Board of Education, for the aforementioned reasons, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place and hereby directs the Board Secretary to take the appropriate action to effectuate the terms of this resolution.

**VOICE VOTE**: Unanimously approved **Motion carried 6-0-0**

**RESUMPTION OF PUBLIC PORTION OF THE MEETING**
Motion made by Mrs. Staffieri-Morris, seconded by Mr. Hassler to return to the public portion of the meeting at 7:14pm.

**VOICE VOTE**: Unanimously approved **Motion carried 7-0-0**

The next board meeting is scheduled for April 29, 2024.

**ADJOURNMENT**
Motion made by Mr. Hassler, seconded by Mrs. Smalley for the meeting to be adjourned at 7:14pm.

**VOICE VOTE**: Unanimously approved **Motion carried 7-0-0**

Respectfully Submitted,
Heather M. Mayhew
Heather M. Mayhew, Board Secretary