

The reorganizational meeting of the Pennsville Board of Education was called to order at 6:00 pm on Monday, January 8, 2018 for the purpose of reorganization by the Business Administrator/Board Secretary, Mr. Davidson.

MEETING CALLED TO ORDER

Board members present were Messrs. Hassler, Nugent, Thomas, Mrs. Staffieri-Morris and Mrs. Bodine. Also present were Dr. Brodzik, Mr. Davidson and the Board Solicitor, Mr. Toscano.

ROLL CALL

Mr. Davidson reported the following election results:  
For Membership to the Board for a 3-Year Term (3 positions available):

ELECTION RESULTS

John Lang - 2,920  
Keith Chambers - 3,010  
Greg Acton - 2,990

Mr. Davidson administered the Oath of Office to Mr. Lang, Mr. Chambers and Mr. Acton. (Attachment "A")

OATHS OF OFFICE

Board members present were Messrs. Acton, Chambers, Hassler, Lang, Nugent, Thomas, Mrs. Bodine, and Mrs. Staffieri-Morris. Also present were Dr. Brodzik, Mr. Davidson and the Board Solicitor, Mr. Toscano.

ROLL CALL

Mr. Davidson led the board in the salute to the flag and asked for a moment of silence.

FLAG SALUTE

Mr. Davidson read the following statement and requested it be made a part of the minutes:

OPEN PUBLIC MEETINGS ACT

The meeting is held in accordance with the Open Public Meetings Act and advance notice was provided to the SOUTH JERSEY TIMES and the COURIER POST and posted at 30 Church Street on January 4, 2017.

Mr. Davidson asked for nominations for President. Mr. Chambers nominated Mrs. Bodine. Mr. Lang seconded the nomination. Mr. Hassler nominated Mr. Lang. Mr. Nugent seconded the nomination. Mr. Thomas nominated Mr. Chambers. Mr. Hassler seconded the nomination. Mr. Chambers and Mr. Lang rescinded their nominations. Messrs. Acton, Chambers, Hassler, Lang, Nugent, Mrs. Staffieri-Morris and Mrs. Bodine voted in favor of Mrs. Bodine becoming President of the Board. Total 7. Mr. Thomas voted no. Total 1. Motion carried.

Mrs. Bodine took the chair as President of the Board.

MRS. BODINE SEATED AS PRESIDENT

Mrs. Bodine asked for nominations for Vice President. Mrs. Staffieri-Morris nominated Mr. Chambers. Mr. Thomas seconded the nomination.

ELECTION OF BOARD VICE PRESIDENT

January 8, 2018

Mr. Nugent nominated Mr. Lang. Mr. Hassler seconded the nomination. Mrs. Bodine closed the nominations. Voting in favor of Mr. Chambers as Vice President were Messrs. Acton, Chambers, Hassler, Lang, Thomas, Mrs. Staffieri-Morris and Mrs. Bodine. Total 7. Mr. Nugent voted no. Total 1. Motion carried with Mr. Chambers receiving the majority vote.

On recommendation of the Superintendent, Mr. Chambers moved the board approve and adopt the attached RESOLUTION regarding the Open Public Meetings Act and meeting dates for the 2018 calendar year. Mr. Hassler seconded the motion which was unanimously approved on roll call vote. (Attachment "B")

OPM RESOLUTION

On recommendation of the Superintendent, Mr. Chambers moved the board hold regular (action) board meetings the last two Mondays of each month at 6:00 pm in the Board Room at 30 Church Street, Pennsville, except for the months of February, March, May, June, July, August, November and December. Mr. Hassler seconded the motion which was unanimously approved on roll call vote.

MEETING DATES

On recommendation of the Superintendent, Mr. Chambers moved the board adopt all present policies of the board. Mr. Hassler seconded the motion which was unanimously approved on roll call vote.

ADOPT BOARD  
POLICIES

Mrs. Bodine made appointments to the Board of Education committees for 2018. (Attachment "C")

COMMITTEE LIST

Mrs. Bodine made appointments to the various state and local associations and committees for the 2018 year. (Attachment "D")

REPRESENTATIVE LIST

Mr. Acton moved the board approve the Superintendent's Report. Mrs. Staffieri-Morris seconded the motion which was unanimously approved on roll call vote.

SUPERINTENDENT'S  
REPORT

Mrs. Bodine stated that the following New Business resolutions be considered with a roll call vote: 1NB-4NB. Mrs. Bodine noted she will abstain on 01-08-4NB, *Approve Field Trip*.

On recommendation of the Superintendent, Mr. Hassler moved the board:

Approve K.D. NFS Security Contract for Wrestling on the following dates: (Attachment "E")

K.D. NFS SECURITY

January 11, 2018  
January 19, 2018  
January 22, 2018 and  
January 31, 2018

Approve to employ Amy Deans as Lunch Aide at the Penn Beach Elementary School for the 2017-2018 school year, at the rate of \$9.25 per hour worked. Ms. Deans' start date will be upon receipt of her pending criminal history review.

PB LUNCH AIDE:  
A. DEANS

Appoint Adam Slusher to the position of School Safety Specialist for the 2017-2018 school year. (Attachment "F")

SCHOOL SAFETY SPEC.:  
A. SLUSHER

Approve the following Field Trip:

FIELD TRIP

January 10, 2018, for 12 Students and 2 Adults

Mrs. Staffieri-Morris seconded the motion. Messrs. Acton, Chambers, Hassler, Lang, Nugent, Thomas, Mrs. Staffieri-Morris and Mrs. Bodine voted in favor of 01-08-2NB, *Approve Lunch Aide-A. Deans* and 01-08-3NB, *Appoint School Safety Specialist*. Messrs. Chambers, Hassler, Lang, Thomas, Mrs. Staffieri-Morris and Mrs. Bodine voted in favor of 01-08-1NB, *Approve Security Contract*. Mr. Acton and Mr. Nugent voted no on 01-08-1NB, *Approve Security Contract*. Messrs. Acton, Chambers, Hassler, Lang, Nugent, Thomas, and Mrs. Staffieri-Morris voted in favor of 01-08-4NB, *Approve Field Trip*. Mrs. Bodine abstained from voting on 01-08-4NB, *Approve Field Trip*. Motion carried.

Mrs. Bodine stated that the following New Business resolutions be considered with a roll call vote: 5NB-6NB.

On recommendation of the Superintendent, Mr. Hassler moved the board:

Approve the following staff as Weight Room Manager to work 2:30 p.m. to 3:30 p.m. in coordination with the schedule of the Weightlifting Club at the rate of \$20.00 per hour:

PMHS WEIGHT ROOM  
MANAGER

Donald Palmucci  
Michael Healy (substitute)  
Howard Herrmann (substitute)

Approve the revision of the responsibilities for the Weight Room Manager to reflect "preferred" as to "required" duties. (Attachment "G")

WEIGHT RM. MGR.  
REVISION

Mr. Chambers seconded the motion. Messrs. Acton, Hassler, Lang, Nugent, Mrs. Staffieri-Morris and Mrs. Bodine voted in favor of 01-08-5NB, *Approve Weight Room Manager Staff* and 01-08-6NB, *Approve Revision*. Mr. Chambers voted in favor of the motion but abstained from voting on 01-08-6NB, *Approve Revision*. Mr. Thomas voted in favor of 01-08-5NB, *Approve Weight Room Manager* but voted no on 01-08-6NB, *Approve Revision*. Motion carried.

Mrs. Bodine noted that she will be attending a workshop in Egg Harbor Township this month. She also handed out self-evaluations to board members absent in December and noted they will be discussed at a meeting in January.

BOARD MEMBER  
REPORTS

Discussion occurred regarding advertising and scheduling interviews for the vacate board member position by January 22, 2018.

There were no public comments.

PUBLIC COMMENTS

Mr. Thomas moved the meeting be adjourned. Mr. Nugent seconded the motion which was unanimously approved on voice vote.

ADJOURNMENT

Meeting adjourned at 6:53 pm.

The following materials were available for public review at this meeting:  
Agenda, Policy Manual.

MATERIALS AVAILABLE  
FOR PUBLIC REVIEW

Respectfully submitted,



Richard Davidson  
Secretary

## REQUIRED OATHS FOR SCHOOL BOARD MEMBERS

(Pursuant to N.J.S.A. 18A:12-2.1 and NJ.S.A. 41:1-1 and 1-3)

I, Greg Acton, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and this State, under the authority of the people. So help me God.\*

I, Greg Acton, do solemnly swear (or affirm) that I possess the qualifications prescribed by law for the office of member of a board of education, and that I am not disqualified as a voter pursuant to R.S. 19:4-1 nor disqualified due to conviction of a crime or offense listed in N.J. S. 18A:12-1, and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability So help me God.\*

Sworn and subscribed to

before me this ..... 8th ..... day of

..... January ..... 20.18. \_\_\_\_\_

 (Signature of Board Member)

(Authorized Signature)

School District of... Pennsville.....

County of... Salem .....

\*No individual shall be required to swear or affirm that part of the oaths which states "So help me God."

## REQUIRED OATHS FOR SCHOOL BOARD MEMBERS

(Pursuant to N.J.S.A. 18A:12-2.1 and NJ.S.A. 41:1-1 and 1-3)

I, John E. Lang, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and this State, under the authority of the people. So help me God.\*

I, John E. Lang, do solemnly swear (or affirm) that I possess the qualifications prescribed by law for the office of member of a board of education, and that I am not disqualified as a voter pursuant to R.S. 19:4-1 nor disqualified due to conviction of a crime or offense listed in N.J. S. 18A:12-1, and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability So help me God.\*

Sworn and subscribed to

before me this.....8th.....day of

.....January.....2018.....

.....(Signature of Board Member)

(Authorized Signature)

School District of Pennsville.....

County of Salem.....

\*No individual shall be required to swear or affirm that part of the oaths which states "So help me God."

## REQUIRED OATHS FOR SCHOOL BOARD MEMBERS

(Pursuant to N.J.S.A. 18A:12-2.1 and NJ.S.A. 41:1-1 and 1-3)

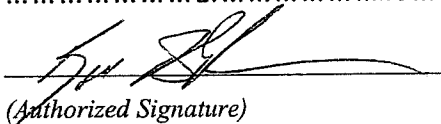
I, Keith S. Chambers, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of the State of New Jersey, and that I will bear true faith and allegiance to the same and to the Governments established in the United States and this State, under the authority of the people. So help me God.\*

I, Keith S. Chambers, do solemnly swear (or affirm) that I possess the qualifications prescribed by law for the office of member of a board of education, and that I am not disqualified as a voter pursuant to R.S. 19:4-1 nor disqualified due to conviction of a crime or offense listed in N.J. S. 18A:12-1, and that I will faithfully, impartially and justly perform all the duties of that office according to the best of my ability So help me God.\*

Sworn and subscribed to

before me this.....8<sup>th</sup>.....day of

.....January.....2018.....

 (Signature of Board Member)

(Authorized Signature)

School District of...Pennsville.....

County of...Salem.....

\*No individual shall be required to swear or affirm that part of the oaths which states "So help me God."

## **RESOLUTION**

**WHEREAS**, the Open Public Meetings Act adopted by the Legislature became effective on January 19, 1976, and;

**WHEREAS**, the Pennsville Township Board of Education must take certain action in order to be in compliance with said Act;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The **South Jersey Times** and the **Courier Post** are hereby designated as newspapers to which notices of the meeting of the Board of Education shall be sent.
2. The **South Jersey Times** and the **Courier Post** are hereby designated as the official newspapers for the Board of Education.
3. Regularly scheduled Board of Education meetings shall be held as follows:

Meetings will be held on the last two Mondays of each month except as listed in February, March, May, June, July, August, November and December at which time the Board of Education shall be authorized to discuss and formally act upon any business affecting the Board of Education.
4. Regularly scheduled Board of Education meetings shall be held at the Board offices at 30 Church Street, Pennsville, New Jersey.
5. The attached schedule of meeting dates and places, insofar as same are presently known, shall be filed with the Clerk of the Township of Pennsville.
6. The Secretary of the Board of Education is hereby directed to mail copies of the meeting dates to the newspapers hereinbefore designated within seven (7) days of the adoption of this Resolution.
7. The Secretary of the Board of Education is further directed to post and maintain a copy of the said schedule of meeting dates on the bulletin board at 30 Church Street.
8. The Secretary of the Board of Education is further directed to mail copies of said schedule of meeting dates to any person or persons requesting same and any revisions or notices of the meetings to be held, upon the prepayment of such person or persons of the sum of \$25.00 to cover the cost of providing such notice.
9. The President of the Board of Education, in his/her discretion may set reasonable time limits for public participation at such meetings.
10. The following is the list of meeting dates for the Pennsville Township Board of Education from January 22, 2018 to January 7, 2019:

**2018 PENNSVILLE BOARD OF EDUCATION MEETING DATES**  
**ALL MEETINGS BEGIN AT 6:00 pm**

**REGULAR (ACTION) MEETINGS**

January 22, 2018  
January 29, 2018  
February 20, 2018 (Tuesday)  
February 26, 2018  
March 12, 2018  
March 19, 2018  
April 23, 2018  
April 30, 2018  
May 7, 2018  
May 29, 2018 (Tuesday)  
June 11, 2018  
June 18, 2018  
July 23, 2018  
August 6, 2018  
August 27, 2018  
September 17, 2018  
September 24, 2018  
October 22, 2018  
October 29, 2018  
November 26, 2018  
December 17, 2018  
January 7, 2019 - Reorganization meeting

## **PENNSVILLE BOARD OF EDUCATION 2018 AD-HOC COMMITTEE LIST**

### **BUDGET**

Keith Chambers,

Chairperson

Kathy Bodine

Thomas Hassler

Diana Staffieri- Morris

### **NEGOTIATIONS**

John Lang

Chairperson

Kathy Bodine

Jack Nugent

Jeff Thomas

### **POLICY REVIEW**

Jack Nugent

Chairperson

Greg Acton

Keith Chambers

Diana Staffieri- Morris

**TOWNSHIP OF PENNSVILLE  
BOARD OF EDUCATION  
2018 REPRESENTATIVE/LIAISON LIST**

REPRESENTATIVE TO STATE LEGISLATIVE COMMITTEE John Lang  
Diana Staffieri-Morris

TOWNSHIP LIAISON Keith Chambers  
Jeff Thomas

REPRESENTATIVE TO  
RECREATION DEPARTMENT Thomas Hassler  
New Member

REPRESENTATIVE TO  
PENNSVILLE ED FOUNDATION Keith Chambers  
New Member

REPRESENTATIVE TO SCHOOLS  
VALLEY PARK Greg Acton  
CENTRAL PARK New Member  
PENN BEACH SCHOOL Thomas Hassler  
MIDDLE SCHOOL Jack Nugent  
PMHS Keith Chambers  
ACADEMIES Jeff Thomas



**NATIONAL FORCE  
SECURITY**

## **STATEMENT OF WORK**

**K.D. NATIONAL FORCE SECURITY, LLC  
FOR**

**Pennsville School District, 30 Church Street, Pennsville, New Jersey**

Agreement made by and between Pennsville School District, Pennsville, New Jersey (herein after referred to as PSD) and K.D. National Force Security, LLC (herein after referred to as the Contractor):

3120 Fire Road, Suite 210, Egg Harbor Township, NJ 08234

IRS Employer Identification Number: 46-1701279

### **Section 1. Scope of Services**

The Contractor will be responsible for providing security services at the below listed Pennsville High School Sporting Events:

#### **Wrestling:**

January 11, 2018 - 5pm-10pm

January 19, 2018 - 4pm-10pm

January 22, 2018 - 5pm-10pm

January 31, 2018 - 5pm-10pm

1. One, armed, Professional Security Specialist (PSS), and One, unarmed, Event Control Specialist (ECS) will be assigned to these events to provide security services at the aforementioned sporting events. KDNFS Personnel will be responsible for providing security to PHS student athletes, athletic staff, administrators, PHS Students, and attendees.
2. Specific duties and responsibilities to be mutually agreed upon by PHS Athletic Director and Contractor. Once agreed upon, these specific duties and responsibilities will be included in this agreement.

A member of the Contractor's consulting team shall serve as the primary facilitator, in conjunction with the PSD employee assigned to assist with the project. It is understood that future Scopes of Work that may be entered into between the PSD and the Contractor will be incorporated in new independent contractor agreements, as applicable.

### **Section 2. Payment for Services and Payment Schedule**

The contract fees to be paid by the PSD are to be paid on the following schedule:

**KDNFS.com**

**Total Cost for all Services:** \$35.00 per hour, per PSS, and \$27.50 per hour, per ECS, mandatory four-hour minimum payment. When the hours of service end between the hour and half-hour, PSD will be required to pay fifty percent of the hourly rate. When the hours of service end between the half-hour and new hour, the PSD will be required to pay the full hourly rate for that time period.

PSD will be billed at the conclusion of the scheduled event. Payment is due no later than thirty days following the completion of services rendered.

### **Section 3. Agreement Modifications**

PSD and the Contractor may mutually agree to amend or revise the agreement provided that any and all amendments and revisions to this Agreement shall be in writing and signed by both parties.

### **Section 4. Independent Contractor**

The relationship of the PSD and the Contractor is one of independent contractor. Nothing in the Agreement shall be construed as creating a relationship of joint ventures, partners, employer/employee, or agent.


### **Section 5. Ownership**

Work products researched, designed, or developed by the Contractor will be the copyrighted property of the Contractor. However, all work products produced by the Contractor in connection with this Agreement shall be provided to the PSD during or upon completion of this Agreement at no further cost. The PSD may not disseminate or share the materials or any components thereof with other individuals or organizations without the prior, written permission of the Contractor.

### **Section 6. Acknowledgments**

It is understood that the programs and work products produced under this Agreement may be derived from adaptations of similar products developed with other organizations. The Contractor retains the right to use products, research, data, and information sponsored by this Agreement in future research, consulting, publishing, and printing endeavors. This permission to use products, research, and data extends to work with other individuals and organizations by the Contractor.

The parties hereto have executed this Agreement by their duly authorized officers.

  
Signature, PSD

01-02-18  
Date

  
Signature, K.D. National Force Security, LLC

01-02-18  
Date



STATE OF NEW JERSEY

# DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: January 2, 2018  
To: Chief School Administrators, Charter School and Renaissance School Project Leads,  
Administrators of Approved Private Schools for Students with Disabilities  
From: Ben Castillo, Director  
Office of School Preparedness and Emergency Planning  
Deadline: January 17, 2018

## Designation of School Safety Specialist

This memo is a reminder that a 2017 state law (P.L. 2017 c. 162) requires the superintendent in each school district and the lead administrator of charter schools, renaissance school projects and Approved Private Schools for Students with Disabilities (APSSD), to designate an administrator as the School Safety Specialist for the district. District superintendents and lead administrators should identify the administrator (one who holds an administrative certificate, per N.J.A.C. 6A:9-2.1) as the School Safety Specialist by **January 17, 2018**.

Responsibilities of the School Safety Specialist include supervising and providing oversight for all school safety and security personnel; ensuring safety and security policies and procedures are in compliance with state laws and regulations; and providing the necessary training and resources to school district staff in matters relating to school safety and security. The School Safety Specialist will also serve as the district's liaison with local law enforcement, as well as national, state and community agencies and organizations, in matters of school safety and security.

### School Safety Specialist Academy

A memo sent to school officials on October 24, 2017, provided information about the creation of the NJDOE's School Safety Specialist Academy, which is designed to help school districts comply with the law. School districts were invited to complete a survey to indicate their training preferences for the School Safety Specialist certification program, and that feedback is being used in the creation of the academy.

The New Jersey Department of Education (NJDOE) expects to schedule School Safety Specialist Academy training near the end of the 2017-18 school year. This will be a certificated course, and all phases must be completed for a certificate to be issued. Therefore, arrangements will need to be made for any missed sessions.

School officials can expect a follow-up Broadcast memo in the spring that will provide detailed information on prerequisites, training schedules and training locations.

Contact the NJDOE's Office of School Preparedness and Emergency Planning at [school.security@doe.state.nj.us](mailto:school.security@doe.state.nj.us) or (609) 588-2323 for any questions.

c: Members, State Board of Education  
Kimberley Harrington, Commissioner  
NJDOE Staff  
Statewide Parent Advocacy Network  
Garden State Coalition of Schools  
NJ LEE Group

# PENNSVILLE SCHOOL DISTRICT

**TITLE:** SCHOOL SAFETY SPECIALIST

**QUALIFICATIONS:** Academic background or related work experience and skills in an area related to youth development. Strong communication skills. The ability to perform the duties and responsibilities as described below.

**REPORTS TO:** Superintendent of Schools

**JOB GOALS:** To promote a safe, orderly, and caring environment by planning and implementing programs designed to reduce school violence and to engage students in appropriate behaviors and activities that promote character and facilitate academic growth.

## **PERFORMANCE RESPONSIBILITIES:**

1. Promotes character education concepts and serves as a positive role model.
2. Maintains high visibility throughout the buildings and grounds
3. Coordinates program-related staff development for faculty and staff, as indicated.
4. Monitors student behavior and develops interventions for improvement.
5. Communicates effectively with students, parents, administration and staff.
6. Involves parents and community as "on-site" advocates in the district.
7. Assists the administrative staff with security concerns.
8. Attends scheduled Safe School Coordinators and School Resource Officers programs meetings.
9. Participates in professional growth opportunities.
10. Makes recommendations to school administration and staff utilizing needs assessment data and observations.
11. Serves as team player and role model for other employees in the organization; demonstrates a commitment to continuous quality improvement; supports and exhibits organizational core values of caring, respect, integrity, responsibility, high expectations, being customer driven, and valuing diversity.

Board Approved: 12/18/17

## **PENNSVILLE SCHOOL DISTRICT**

12. Performs other duties and accepts responsibilities, as assigned.

**TERMS OF EMPLOYMENT:** Reappointment annually by the Board of Education.

Board Approved: 12/18/17

## Weight Room Manager

Due to the success of the Weightlifting Club, there have been many students that show up everyday to the High School Weight Room. However, Mr. Palmucci cannot be present everyday for Weightlifting Club and his contract only calls for 16 meetings for each the fall and spring semesters. This has led to Middle School and High School students being unsupervised in the weight room when Mr. Palmucci does not hold meetings.

Due to the influx of students attending the weight room, and not wanting to discourage participation in students health and physical fitness goals, I would like to advertise for someone to manage the Weight Room and be paid as "event staff" for the days that Weightlifting Club is not running. This position would pay \$20 for one hour of weight room coverage which is on par with what is paid to event staff who cover various responsibilities at sporting events. The expectation for the position would be to open the weight room at 2:30 and remain in the weight room to maintain supervision of the participating students until 3:30. The weight room manager would have the option to open the facility on half days at a one hour time frame agreed upon with the Athletic Director.

Adam Slusher  
12/15/2017

### **Responsibilities**

#### **Reports to: Vice Principal of Athletics**

- It will be expected of the manager to actively monitor the safety of the students in attendance
- Enforce school rules and facility rules - horseplay or unsafe behavior of any kind shall not be tolerated
- A three strike rule will be enforced - students who violate weight room rules three times will be barred for the school year
- The manager will direct students to the Athletic Trainer or appropriate coach for guidance regarding appropriate work out plans.
- Expected to unlock and supervise the Weight Room from 2:30-3:30 when on duty- lock the weight room at 3:30
- Never leave students in the weight room unsupervised
- CPR, First Aid certification preferred
- It is preferred that the manager will have a firm knowledge of proper technique and development of strength workout plans- will actively correct students who are displaying improper form/technique