

**PENNSVILLE PUBLIC SCHOOL DISTRICT  
BOARD OF EDUCATION  
ACTION MEETING PUBLIC AGENDA  
APRIL 19, 2022**

**CALL TO ORDER**

**ROLL CALL**

SC\_\_\_\_ ST\_\_\_\_ TM\_\_\_\_ JT\_\_\_\_ TH\_\_\_\_ KS\_\_\_\_ DSM\_\_\_\_ KC\_\_\_\_

**FLAG SALUTE AND 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 and the Courier-Post on May 7, 2021, and posted at 30 Church Street on June 1, 2021.

**MINUTES**

It is recommended that the Board of Education approve the minutes of the following Board of Education meeting: March 21, 2022 and March 28, 2022

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ # Yes \_\_\_\_\_ # No: \_\_\_\_\_ # Abstain: \_\_\_\_\_

**COMMUNICATIONS**

**PRESENTATIONS**

- Dedication of Soccer Field, Track and Weight Room- J. Thomas

**SUPERINTENDENT'S REPORT**

- A. [Workshop Reports](#)
- B. Review of Fire and Security Drills - [HS](#) [MS](#) [PB](#) [CP](#) [VP](#)
- C. Building Reports - [HS](#) [MS](#) [PB](#) [CP](#) [VP](#)
- D. Facilities Usage - [April 2022](#)
- E. [Rice Notification](#)

**NOTATION OF PUBLIC COMMENTS ON AGENDA ITEMS**

The Board President will recognize those individuals in the audience who wish to comment on agenda items. Please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address for the record.
3. Identify the agenda item on which you wish to comment.
4. Wait to be recognized before you make your comment (We will open the floor before we vote on the resolution).
5. Limit your comments to the specific agenda item you identified in #3.

If your questions or comments pertain to litigation, student or personnel matters, the board asks that you see the Superintendent after the meeting since the Board does not, pursuant to the Open

## Pennsville Board of Education Meeting - APRIL 19, 2022

Public Meetings Act, discuss or respond to these items in public. There will be time at the end of the meeting for non-agenda items.

### **SUPERINTENDENT'S RECOMMENDATIONS**

**On the recommendation of the Superintendent, please move to approve:**

#### **A. PERSONNEL**

1. Guidance Counselor Services Extension

Approve the extension of professional substitute services of Robin Bunch to provide guidance counselor services District Wide for the period of April 12, 2022 thru the last teacher day, at the rate of \$265.00 per day worked, three (3) days per week.

2. Transfer

Approve the transfer of Anthony Vorndran, Paraprofessional Aide at the Central Park Elementary School, to Paraprofessional Aide at the Pennsville Memorial High School for the 2021-2022 school year, effective May 2, 2022 through June 30, 2022.

3. Long Term Substitute Position

Approve the transfer of Anthony Vorndran, Paraprofessional Aide at the Pennsville Memorial High School, to long term substitute teacher at the Pennsville Memorial High School for the period of May 16, 2022 through June 30, 2022, on Step 1 of the Bachelor's Guide at a salary of \$50,594 (prorated). Mr. Vorndran will return to his position as a Paraprofessional Aide upon completion of this long term assignment.

4. Summer OT Services

Approve a contract with Nicole Fornito, Certified School Occupational Therapist, to provide Occupational Therapy services to eligible students at the rate of \$75.00 per hour, not to exceed 120 hours, from July 11, 2022, through August 11, 2022.

#### **B. CURRICULUM & INSTRUCTION**

#### **C. ADMINISTRATIVE/ WORKSHOPS**

1. Leaves of Absence

- Approve the Intermittent FMLA/NJFLA Leave of Absence from the District Office for Denise Allen to be used as needed from 03/24/2022-06/30/2022 not to exceed FMLA/NJFLA guidelines. (*The employee will be electing to use their paid sick leave*)
- Approve the Intermittent FMLA/NJFLA Leave of Absence from the Central Park School for Sheryle Homan to be used as needed from 12/03/2021-06/30/2022, not to exceed FMLA/NJFLA guidelines. (*The employee will be electing to use their paid sick leave*)

2. Field Trips

Approve the following Field Trips:

00035

00036

## Pennsville Board of Education Meeting - APRIL 19, 2022

00037  
00038  
00039  
00040

3. Salem County Homeless Agreement  
Approve the [2022-2023 Salem County Homeless Agreement](#).
4. Homebound Instruction  
Approve homebound instruction for the following student with a rate of \$46.50 per hour not to exceed 10 hours per week:  
SID # 6814395413                      Grade:09  
Place: Rockford Center  
Dates: 03/31/2022- Approx. 04/30/2022  
Instructors: Learn Well
5. Workshops and Conferences  
Approve the following workshop, meals plus mileage not to exceed the state travel reimbursement requirements set forth by the Department of Treasury:
  - Kyle Baker-Plale for the Apptegy School CEO Conference to be held in Memphis, Tennessee on the following dates: 05/02/2022-05/04/2022, With a registration Fee of \$550. per person with additional costs not to exceed \$1195.52
  - Virginia Narolewski for the The Zones of Regulation to be held online on June 10, 2022, With a registration fee of \$190.00 per person with a \$59.99 additional instructional book fee.

### D. POLICY

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote: SC\_\_\_\_ ST\_\_\_\_ TM\_\_\_\_ JT\_\_\_\_ TH\_\_\_\_ KS\_\_\_\_ DSM\_\_\_\_ KC\_\_\_\_

### BUSINESS ADMINISTRATOR

**On the recommendation of the Superintendent and Business Administrator, please move to approve:**

### E. BUSINESS AND FINANCE

1. Board Secretary/Treasurer's Reports  
Board's Certification: Pursuant to N.J.A.C.6A:23A-16.10(c)4, the Pennsville Board of Education certifies that as of February 28, 2022, 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.

## **Pennsville Board of Education Meeting - APRIL 19, 2022**

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.

2. Cash Reconciliation Report  
Approve the cash reconciliation report for the month of February, 2022.
3. Transfer of Funds  
Approve the transfer of funds effective April, 2022, previously approved by the Superintendent.
4. Voided Checks  
Approve the voided checks through April 19, 2022.
5. Bills for Payment  
Approve the bills list for April 19, 2022.  
Approve payroll and agency for March, 2022.
6. GCSSSD Jointure Contract for 2022-2023  
Approve the contract for transportation services with The Salem County Cooperative Transportation Program as administered by Gloucester County Special Services School District for the 2022-2023 school year.
7. Bank Signatories-Valley Park School  
Approve and authorize the removal of Karissa Pagan from the following account held at Pennsville National Bank effective March 31, 2022 and approve and authorize the following signatories on behalf of the Pennsville Township Board of Education for the following account held at Pennsville National Bank effective April 1, 2022.  
  
**Valley Park School**  
Bobbie-Ann Fordham                      Kara Kiger
8. Voided Check  
Approve the void of Check # 303116 (\$3.81) from the Pennsville Board of Education Payroll and redeposit the money into the Pennsville Board of Education General Fund.
9. SCSSSD Itinerant/Shared Services Agreement  
Approve the Itinerant/Shared Services Agreement with the Salem County Special Services School District for the 2022-2023 school year.
10. Outgoing Tuition  
Approve the following outgoing tuition student for the 2021-2022 school year.

## Pennsville Board of Education Meeting - APRIL 19, 2022

Student SID #	Grade	Tuition	1:1 Aide	Effective Dates
<b><i>Salem County Special Services School District-Alt. School/Daretown</i></b>				
4083864506	6	\$6,723.36	n/a	4/11/22-6/30/22

11. Copier Lease  
Approve a five year lease agreement with Canon Solutions America, Inc. to provide the school district with 17 copiers at a price of \$4,143.75 per month per OMNIA/National IPA Participating Agency # 5263957. Black and white and color copies will be invoiced quarterly.
12. 2022 Flooring & Abatement - Phase I  
Approve the Pennsville Board of Education awarding the contract for the Pennsville School District 2022 Flooring & Abatement-Phase I to Commercial Interiors Direct of Riverdale, New Jersey in the total contract bid of \$84,889 (Base Bid \$79,889 plus Alternate Add No. 1 \$5,000).
13. PMHS Security Fencing Re-Bid  
Approve the Pennsville Board of Education awarding the contract for the Pennsville Memorial High School Security Fencing Re-Bid to All Vinyl Fence of Hammonton, New Jersey in the total contract bid of \$134,790.
14. CP Elementary School Security Vestibule  
Approve the Pennsville Board of Education awarding the contract for the Central Park Elementary School Security Vestibule to Levy Construction, Inc. of Oaklyn, New Jersey in the total contract bid of \$130,300 (Base Bid \$120,600.00 plus Alternate Add No. 1 \$9,700).
15. PMHS & CP Flooring Improvements  
Approve the Pennsville Board of Education awarding the contract for the Pennsville Memorial High School and Central Park Elementary School Flooring Improvements to Levy Construction, Inc. of Oaklyn, New Jersey in the total contract bid of \$189,600 (Base Bid \$184,600 plus Alternate Add No. 1 \$5,000).

### F. BUILDINGS AND GROUNDS

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote: SC\_\_\_\_ ST\_\_\_\_ TM\_\_\_\_ JT\_\_\_\_ TH\_\_\_\_ KS\_\_\_\_ DSM\_\_\_\_ KC\_\_\_\_

### SUPERINTENDENT'S COMMENTS

### BOARD PRESIDENT'S COMMENTS

- Board Candidate Interviews

## Pennsville Board of Education Meeting - APRIL 19, 2022

### BOARD MEMBER REPORTS

#### HIB CASES

On the recommendation of the Superintendent and the Committee of the Whole, please move to affirm the findings and conclusions of the HIB Case Reports.

- HIB MS8 *First Reading*
- HIB PB1 *Second Reading*

Motion: \_\_\_\_\_ Second: \_\_\_\_\_

Roll Call Vote: SC\_\_\_\_ ST\_\_\_\_ TM\_\_\_\_ JT\_\_\_\_ KS\_\_\_\_ TH\_\_\_\_ DSM\_\_\_\_ KC\_\_\_\_

#### PUBLIC COMMENT

This meeting will now be open to members of the public who wish to speak or make comments on agenda items or a school district issue that may be of concern to the residents of the Township of Pennsville. If your questions or comments pertaining to litigation, student, or personnel matters, the Board asks that you see the Superintendent after the meeting since the Board does not, pursuant to the Open Public Meetings Act, discuss or respond to these items in public.

Pursuant to the Open Public Meetings Act, the Board has set aside a portion of this meeting, the length of which will be announced by the presiding Board Officer prior to the first member of the public being acknowledged, for public comment.

Any person who wishes to speak must wait to speak until they have been recognized by the presiding Board Officer. Out of respect for other members of the public that may wish to speak, the Board requests that each speaker cede the floor to the next members of the public as soon as they have finished making their respective comment(s).

In addition, please note that the Board has established a specific grievance process in order to ensure an orderly and prompt response to certain public complaints. The process is set forth in File Code: 1312, "Community Complaints and Inquiries." A copy of this policy is available at your request in the Office of the Superintendent. In order to best facilitate public complaints, the Board requests that members of the public follow the process set forth in File Code: 1312.

#### RECESS INTO EXECUTIVE SESSION

It is recommended that the Board of Education approve adopting the resolution to adjourn into executive session:

#### 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 reconvene and proceed with business;

## Pennsville Board of Education Meeting - APRIL 19, 2022

**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:

- \_\_\_\_\_ 1. Confidential matters per statute or court order
- \_\_\_\_\_ 2. Matters that would impact rights to receive federal funds
- \_\_\_\_\_ 3. Unwarranted invasion of individual privacy
- \_\_\_\_\_ 4. Collective bargaining
- \_\_\_\_\_ 5. Acquisition of real property or investment of public funds
- \_\_\_\_\_ 6. Tactics or techniques utilized in public safety procedures
- \_\_\_\_\_ 7. Litigation, contract negotiations, or attorney
- \_\_\_\_\_ 8. Personnel matters
- \_\_\_\_\_ 9. Imposition of penalties upon an individual

**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.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ # Yes \_\_\_\_\_ # No: \_\_\_\_\_ Time: \_\_\_\_\_

### RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ # Yes \_\_\_\_\_ # No: \_\_\_\_\_ Time: \_\_\_\_\_

### ADJOURNMENT

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ # Yes \_\_\_\_\_ # No: \_\_\_\_\_ Time: \_\_\_\_\_

#### PLEASE NOTE:

QUESTIONS FREQUENTLY ARISE CONCERNING WHAT AN AGENDA MUST LOOK LIKE. IN COMMON USAGE, AGENDA REFERS TO A LIST OF ITEMS TO BE DISCUSSED AND ACTED UPON, AN OUTLINE OF THINGS TO DO. SINCE THERE IS NOTHING IN THE SUNSHINE LAW TO INDICATE ANY SPECIAL MEANING TO THE WORD AGENDA, THE ATTORNEY GENERAL HAS STATED THAT THE ORDINARY AND UNDERSTOOD MEANING OF THE WORD IS TO BE USED. HE CONCLUDED THAT AGENDA REFERS SOLELY TO THE LIST OF SUBJECT MATTERS TO BE DISCUSSED AND ACTED UPON AT THE NEXT MEETING, AND DOES NOT INCLUDE THE SUPPORTIVE OR EXPLANATORY MATERIALS AND REPORTS. (A.G.F.O. 19.1976)