

**PENNSVILLE PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION  
SEPTEMBER 19, 2022**

The regular meeting of the Pennsville Board of Education was called to order by Mr. Chambers, President, on Monday, September 19, 2022 at 6:02pm.

**ROLL CALL**

Board members present were Mrs. Cook, Mr. Mason, Mr. Townsend, Mr. Thomas, Mr. Hassler, Mrs. Staffieri-Morris and Mr. Chambers. Mrs. Taylor and Mrs. Smalley were absent. Also present were Dr. Brodzik, Superintendent, Mrs. Mayhew, Board Secretary, and Mrs. Baker-Plale, Assistant Superintendent for Curriculum.

**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, 2022.

**MINUTES**

Moved by Mr. Mason and seconded by Mrs. Cook that the Board of Education approve the minutes for the August 8, 2022 and August 29, 2022 Board of Education meetings.

**VOICE VOTE:** Unanimously approved      **ABSTAIN:** None      **Motion carried 7-0-0**

**COMMUNICATIONS**

None

**PRESENTATIONS**

None

**SUPERINTENDENT'S REPORT**

Dr. Brodzik reviewed the Superintendent's Report. Dr. Brodzik stated that a survey was sent out to district employees allowing them to sign up for board presentations. He announced that the soccer field was officially named after Mr. Greenzweig and also noted that everything is good at Penn Beach School.

**PUBLIC COMMENTS-AGENDA ITEMS ONLY**

None

**SUPERINTENDENT'S RECOMMENDATIONS**

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

# Pennsville Board of Education Meeting - September 19, 2022

## **PERSONNEL**

### Transfers

- Approve the transfer of Emily Davis, Paraprofessional Aide at the Valley Park Elementary School, to Paraprofessional Aide at the Penn Beach Elementary School for the 2022-2023 school year effective September 1, 2022 through June 30, 2023.
- Approve the transfer of Jacqueline Piascik, Paraprofessional Aide at the Penn Beach Elementary School, to Paraprofessional Aide at the Valley Park Elementary School for the 2022-2023 school year effective October 1, 2022 through June 30, 2023.

### Resignations

- Approve with regret the resignation of Susan Rhea, Lunch Aide at the Valley Park Elementary School, effective August 30, 2022. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.
- Approve with regret the resignation of Courtney Rousak from the position of HS Music Director for the 2022-2023 school year effective immediately. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.

### 2022-2023 Revised Salary

Approve the revised salary of Melissa Lane, Preschool Instructional Coach at the Valley Park and Penn Beach Elementary Schools, for the 2022-2023 school year, on Step 13A of the Master's Guide at an annual salary of \$75,724, effective September 1, 2022 through June 30, 2023.

### Employment Ratification

Approve to ratify the following appointment of new hires effective Wednesday, September 7, 2022:

- Jillian Shipman to the position of Secretary - Accounts Payable for the 2022-2023 school year, on Step 1 of the Secretaries' Guide at the annual salary of \$50,789 (prorated), plus a degree stipend of \$600, effective October 1, 2022 through June 30, 2023.
- Kimberley Manuel to the position of Preschool Teacher at the Valley Park Elementary School for the 2022-2023 school year on Step 10 of the Master's Guide at an annual salary of \$62,930 (prorated), effective November 7, 2022, or sooner, through June 30, 2023.

### 2022-2023 Substitute Lunch Aides

Approve the following individuals, who have criminal history approval, to the Substitute Lunch Aide list for the 2022-2023 school year at the rate of \$14.00 per hour worked:

- Malina Chappius
- Ashley DiBartolo

### 2022-2023 MS After School Library

Approve the following Middle School After-School Library personnel for the 2022-2023 school year, at the contractual overtime rate of \$32.00 per hour worked. The program will run Monday, Tuesday and Wednesday, 7:10 a.m. to 7:25 a.m. and 2:25 p.m. to 3:25 p.m.:

- Pamela Henderson - Library Media Specialist
- Darnell Coleman - Substitute
- Keith Dunkelberger - Substitute
- Michelle Getler - Substitute

2022-2023 High School AM Building Access Duty

Approve the following AM Building Access Duty personnel at the Pennsville Memorial High School for the 2022-2023 school year, at the contractual overtime rate of \$32.00 per hour worked for certified staff, and at the per diem hourly overtime rate for paraprofessional aide staff:

- June Boos (paraprofessional)
- Lisa Doran

Retirement

Approve with regret the retirement of Eugenia Niblock, Paraprofessional Aide at the Pennsville Memorial High School, effective December 31, 2022. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.

2022-2023 Revised Contract

Approve a revised contract for Bonnie Fox, Lunch Aide at the Valley Park Elementary School, for the 2022-2023 school year, at the rate of \$14.00 per hour worked (4 hours per day), at the contractual rate of \$10,192, effective September 1, 2022 through June 30, 2023.

2022-2023 Afternoon Bus Duty

Approve the following staff member for Afternoon Bus Duty at the Penn Beach Elementary School for the 2022-2023 school year at the contractual overtime rate of \$32.00 per hour worked for certified staff:

- Lisa Darling

**ADMINISTRATIVE/ WORKSHOPS**Field Trips

Approve the following Field Trips:

- 00002
- 00003

Homebound Instruction

Approve homebound instruction for the following students with a rate of \$51.25 per hour not to exceed 10 hours per week.:

- SID # 1867809132                      Grade:04  
Place: Rockford                      Instructors: Learn Well  
Dates: 09/07/2022-10/01/2022

Building Crisis Plans

Approve the Building Crisis Plans for the 2022-2023 School Year.

Valley Park School  
Central Park School  
Penn Beach School  
Pennsville Middle School  
Pennsville Memorial High School

Sidebar Agreement

- Approve the Sidebar Agreement between the Pennsville Education Association (PEA) and the Pennsville Board of Education to amend the CBA permanently as stated Floating Holiday

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

- Approve the Sidebar Agreement between the Pennsville Education Association (PEA) and the Pennsville Board of Education to amend the CBA permanently as stated, Vacation Anniversary Date.
- Approve the Sidebar Agreement between the Pennsville Education Association (PEA) and the Pennsville Board of Education to amend the 2020-2025 CBA as stated, Ten Month Secretary revision.

**(ABSTAIN-Chambers)**

**\*Motion carried 6-0-1**

### Workshops and Conferences

Approve the following workshops, meals plus mileage not to exceed the state travel reimbursement requirements set forth by the Department of Treasury:

- Approve the payment of a group registration fee of \$2,200.00 to the New Jersey School Boards Association for attendance at their 2022 annual conference, October 24, 2022 through October 26, 2022, in Atlantic City, New Jersey, plus meals and mileage not to exceed the state travel reimbursement requirements set forth by the Department of the Treasury.
- Cherie Burns, Science Teacher to attend the New Jersey Science Convention to be held at Princeton, New Jersey on October 18, 2022, with a registration fee of 180.00
- Heather Delaney, Science Teacher to attend the New Jersey Science Convention to be held at Princeton, New Jersey on October 18, 2022, with a registration fee of 180.00
- Joseph Reilley for the NJPSA/FEA/NJASCD Conference to be held in Atlantic City, New Jersey on the following dates: 10/13/2022-10/14/2022 With a registration fee of \$345. per person.
- Joseph Reilley for the iReady Mid Atlantic Leadership Symposium to be held in Penn's Landing, Pennsylvania on the following dates: 10/27/2022-10/28/2022 With a registration fee of \$199. per person.
- Marian Sennstrom for the iReady Mid Atlantic Leadership Symposium to be held in Penn's Landing, Pennsylvania on the following dates: 10/27/2022-10/28/2022 With a registration fee of \$199. per person with additional expenses not to exceed \$237.56 updated..

### Leaves of Absence

- Approve the Intermittent FMLA/NJFLA Leave of Absence for Meredith Sobelman from Penn Beach School from 08/17/2022-06/30/2023 not to exceed FMLA/NJFLA guidelines. (*The employee will be electing to use their paid sick leave*)

### ParaProfessional Statement of Assurance

- Approve the submission of the ParaProfessional Statement of Assurance for the 2022-2023 school year.

## **POLICY**

### Policies

- Please approve and adopt the policy file code 9250 Expenses and Reimbursement along with Travel Policy with Guidelines attached.
- Approve the First Reading of the revision for File Code 5131.1 Policy, Harassment, Intimidation and Bullying (current 5131.1)

**ROLL CALL VOTE: YES:** Cook, Mason, Townsend, Thomas, Hassler, Staffieri-Morris, Chambers  
**NO:** None      **ABSTAIN:** Sidebar Agreements-Chambers      **\*Motion carried 7-0-0**

**BUSINESS ADMINISTRATOR**

Motion made by Mr. Hassler and seconded by Mrs. Staffieri-Morris to approve the following as recommended by the Superintendent and Business Administrator:

**BUSINESS AND FINANCE**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 July, 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.

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 July, 2022.

Transfer of Funds

Approve the transfer of funds effective September 19, 2022, previously approved by the Superintendent.

Voided Checks

Approve the voided checks through September 19, 2022.

Bills for Payment

Approve the bills list for September 19, 2022.

Approve payroll and agency for August, 2022.

**(ABSTAIN-Check #107504-Chambers)**

**\*Motion carried 6-0-1**

Interlocal Service Agreement

Approve the Interlocal Service Agreement for ABM Industries to provide custodial services effective July 1, 2022 through June 30, 2023 with Pittsgrove Township Board of Education at a cost of \$1,446,402.67.

Mold Remediation Services

Approve to move \$174,831.00 from Maintenance Reserve Account to General Fund Account for mold remediation services at Penn Beach Elementary.

Outgoing Tuition

Approve the following outgoing tuition students for the 2022-2023 school year:

| Student SID #  | Grade | Tuition  | 1:1 Aide | Effective Dates |
|--|-------|----------|----------|-----------------|
| <i>Salem County Special Services School District - Cumberland Campus</i> |       |          |          |                 |
| 6221922776   | 6     | 48861.00 | 52461.00 | 9/6/22-6/30/23  |
| 4627008773   | 7     | 48861.00 | 52461.00 | 9/6/22-6/30/23  |
| 8225670348   | 11    | 48861.00 | 52461.00 | 9/6/22-6/30/23  |
| 4920998568   | PreK  | 56921.00 | 52461.00 | 9/7/22-6/30/23  |
| <i>Salem County Special Services School District - Regional Day</i>      |       |          |          |                 |
| 4372551767   | 12    | 48627.00 | n/a      | 9/6/22-6/30/23  |
| <i>Salem County Special Services School District - Daretown Campus</i>   |       |          |          |                 |
| 8553093989   | 3     | 58959.00 | n/a      | 9/6/22-6/30/23  |
| 8070945043   | 4     | 58959.00 | n/a      | 9/6/22-6/30/23  |
| 1351982264   | 12    | 58959.00 | n/a      | 9/6/22-6/30/23  |
| 6525839321   | 11    | 58959.00 | n/a      | 9/6/22-6/30/23  |
| 1718637273   | 4     | 58959.00 | n/a      | 9/6/22-6/30/23  |
| 3599130560   | 5     | 58959.00 | 52461.00 | 9/6/22-6/30/23  |
| 8483763654   | 9     | 58959.00 | n/a      | 9/6/22-6/30/23  |
| 7052317160   | 7     | 58959.00 | n/a      | 9/6/22-6/30/23  |

#### Donation

Accept the following donations from the Educational Foundation of Pennsville Public School District for the purchase of various items for the Pennsville Schools:

- Park Benches - Pennsville Middle School - \$6,700
- Playground Equipment - Central Park School - \$1,500
- Library Funds - Pennsville Schools - \$900

#### Career Technical & Academy Tuition Contract Agreement

Approve the Tuition Contract Agreement for Career and Technical and Academy students effective September 1, 2022 through June 30, 2023 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

**ROLL CALL VOTE: YES:** Cook, Mason, Townsend, Thomas, Hassler, Staffieri-Morris, Chambers  
**NO:** None **ABSTAIN:** Bills List-Chk # 107504-Chambers **\*Motion carried 7-0-0**

### NEW BUSINESS

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

### PERSONNEL

#### Employment

Approve to employ Sarah Ragone to the position of Paraprofessional Aide at the Valley Park Elementary School for the 2022-2023 school year, on Step 6 of the PEA Guide at the annual salary of \$21,092 (prorated), effective October 1, 2022 through June 30, 2023.

**(ABSTAIN-Staffieri-Morris)**

**\*Motion carried 6-0-1**

### ADMINISTRATIVE

#### Nurses Services Plan

Approve the Pennsville School District Nurses Services Plan for the 2022-2023 School Year.

### BUSINESS AND FINANCE

#### Transportation

Approve the Bid Results for the below routes for the 2022-2023 school year (Bid#B0122) and the attached contract (CR0122 Transportation Contract 2223) with Wyshinski Bus Service, Penns Grove, NJ.

| Route Number | Destination                  | Per Diem Cost | # of Days | Per Diem Aide Cost | Inc/Dec Provision | Per Diem Contract Total | Annual Contract Total |
|--------------|------------------------------|---------------|-----------|--------------------|-------------------|-------------------------|-----------------------|
| 122a         | Middle/High School           | 198.00        | 180       | 50.00              | 1.50              | \$ 248.00               | \$ 44,640.00          |
| 122b         | Central Park/Penn Beach      | 198.00        | 180       | 50.00              | 1.50              | \$ 248.00               | \$ 44,640.00          |
| 222a         | Middle/High School           | 193.00        | 180       | 50.00              | 1.50              | \$ 243.00               | \$ 43,740.00          |
| 222b         | Central Park/Penn Beach      | 193.00        | 180       | 50.00              | 1.50              | \$ 243.00               | \$ 43,740.00          |
| 922a         | Middle/High School           | 193.00        | 180       | 50.00              | 1.50              | \$ 243.00               | \$ 43,740.00          |
| 922b         | Valley Park                  | 193.00        | 180       | 50.00              | 1.50              | \$ 243.00               | \$ 43,740.00          |
| 2022         | Bankbridge Elem. & Dev. Ctr. | 550.00        | 204       | 150.00             | 1.50              | \$ 700.00               | \$ 142,800.00         |

**\*CORRECTION**-Total days on the contract for Route 2022 is not to exceed 204 days

**(ABSTAIN-Chambers)**

**\*Motion carried 6-0-1**

**ROLL CALL VOTE: YES:** Cook, Taylor, Mason, Thomas, Hassler, Smalley, Staffieri-Morris, Chambers

**NO:** None **ABSTAIN:** Employment-Staffieri-Morris  
 Transportation-Chambers

**\*Motion carried 7-0-0**

### SUPERINTENDENT'S COMMENTS

Dr. Brodzik updated the board on the new HIB requirements.

### BOARD MEMBER REPORTS

Mr. Hassler thanked the board for allowing the use of the gator for the Septemberfest.

**PRESIDENT'S REPORTS**

Mr. Chambers reminded the board to RSVP if they planned to attend the NJSBA Workshop October 24-26, 2022.

**HIB CASES**

None

**PUBLIC COMMENT**

None

**EXECUTIVE SESSION**

Motion made by Mr. Hassler, seconded by Mrs. Staffieri-Morris that the Board enter into Executive Session by Resolution at 6:11pm, from which the public will be excluded.

**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 15 minutes after which the regular meeting of this Board of Education will reconvene and adjourn the meeting;

**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-Client Privilege-Superintendent's Contract

**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 7-0-0**

**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 6:19pm.

**VOICE VOTE:** Unanimously approved

**Motion carried 7-0-0**

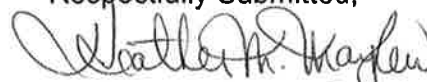
**ADJOURNMENT**

Motion made by Mr. Hassler, seconded by Mr. Thomas for the meeting to be adjourned at 6:19pm.

**VOICE VOTE:** Unanimously approved

**Motion carried 7-0-0**

Respectfully Submitted,



Heather M. Mayhew, Board Secretary