

**PENNSVILLE PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION
NOVEMBER 21, 2022**

The regular meeting of the Pennsville Board of Education was called to order by Mr. Chambers, President, on Monday, November 21, 2022 at 6:06pm.

ROLL CALL

Board members present were Mrs. Cook, Mr. Mason, Mr. Townsend, Mrs. Smalley, Mrs. Staffieri-Morris and Mr. Chambers. Mrs. Taylor, Mr. Thomas and Mr. Hassler were absent. Also present were Dr. Brodzik, Superintendent, Mrs. Mayhew, Board Secretary, Mrs. Baker-Plale, Assistant Superintendent for Curriculum, Mr. Toscano, Board Solicitor and members of the public. The Pennsville High School student representatives 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, 2022.

MINUTES

Moved by Mr. Mason and seconded by Mrs. Cook that the Board of Education approve the minutes for the October 24, 2022 Board of Education meeting.

VOICE VOTE: Unanimously approved **ABSTAIN:** None **Motion carried 6-0-0**

COMMUNICATIONS

None

PRESENTATIONS

No formal presentations. Dr. Brodzik welcomed the High School student representatives, Riley Bowman and Megan Morris. They highlighted some events happening at the high school.

SUPERINTENDENT'S REPORT

Dr. Brodzik reviewed the Superintendent's Report which included Workshop Reports, Fire and Security Drills, Building Reports, Bus Evacuation Drills and Facilities Usage. He also stated that the school district policies are currently being reviewed and will be board approved in January, 2023.

PUBLIC COMMENTS-AGENDA ITEMS ONLY

None

SUPERINTENDENT'S RECOMMENDATIONS

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

PERSONNEL2022-2023 Substitute Teachers

Approve the following substitute teachers, who have State of New Jersey substitute teaching credentials and criminal history review, for the 2022-2023 school year at the rate of \$105.00 per day worked:

- Devon Duffy
- Stephen Pollock
- Christian Stahl
- Corinne Wiley

2022-2023 Substitute Paraprofessionals

Approve the following individuals, who have criminal history approval, to the Substitute Paraprofessional Aide list for the 2022-2023 school year at the rate of \$98.00 per day worked:

- Devon Duffy
- Christian Stahl
- Corinne Wiley

Resignations

- Approve with regret the resignation of Erike Saunders, Preschool Teacher at the Penn Beach Elementary School, effective December 23, 2022, or sooner, if a suitable replacement is found. This position has been posted and advertised as an anticipated opening, per the negotiated agreement.
- Approve with regret the resignation of Justin Simmons from the positions of Mathematics Teacher at the Pennsville Memorial High School and Girls' Track Head Coach for the 2022-2023 school year effective December 31, 2022, or sooner, if a suitable replacement is found. These positions have been posted and advertised as anticipated openings, per the negotiated agreement.
- Approve with regret the resignation of Kelly Shute, Spanish Teacher at the Pennsville Middle and Pennsville Memorial High School, effective December 31, 2022. This position has been posted and advertised as an anticipated opening, per the negotiated agreement.
- Approve with regret the resignation of Brandie Parks, Paraprofessional Aide at the Valley Park Elementary School, effective November 29, 2022. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.
- Approve the resignation of Jennifer Carvalho, Paraprofessional Aide at the Valley Park Elementary School, effective November 15, 2022. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.
- Approve with regret the resignation of David Lenig, Paraprofessional Aide at the Penn Beach Elementary School, effective December 31, 2022. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.

Employment

- Approve to employ Nicole Nelson to the position of Paraprofessional Aide at the Valley Park Elementary School for the 2022-2023 school year, on Step 7 of the PEA Guide at an annual salary of \$21,892 (prorated), plus a \$325 degree stipend, effective December 1, 2022 through June 30, 2023.

Pennsville Board of Education Meeting - November 21, 2022

- Approve to employ Brynn Buechler to the position of Mathematics Teacher at the Pennsville Middle School for the 2022-2023 school year, on Step 5-6 of the Bachelor's Guide at an annual salary of \$53,289 (prorated), effective January 23, 2023 through June 30, 2023.

Transfer

Approve the transfer of Derek Foglein, Mathematics Teacher at the Pennsville Middle School, to Mathematics Teacher at the Pennsville Memorial High School for the 2022-2023 school year effective January 23, 2023 through June 30, 2023. This position has been posted and advertised as an anticipated opening, per the negotiated agreement.

Penn Beach After School Tutoring Program Staff

Approve to employ the following staff member to participate in the Penn Beach After School Tutoring Program to be held at the Penn Beach Elementary School for the 2022-2023 school year. The program will run for one (1) hour up to five (5) days per week on an "as needed" basis. Staff will be compensated at the contractual overtime rate of \$32.00 per hour worked when utilized:

- Rachael Cowdrick

2022-2023 Coach Stipend

Approve the following coach at the contractual stipend listed for the 2022-2023 school year:

SPORT	HEAD/ASST. COACH	STIPEND
Boys' Basketball	John Oehler, Asst. Coach	\$3,987
Wrestling	Daniel LaMont, Asst. Coach	\$3,987

2022-2023 Related Arts Zero Period Classes

Approve the below listed staff for the Related Arts Zero Period Classes for the 2022-2023 school year at the compensation listed, as per the negotiated agreement:

- MS Art ~ Haley Dolan (\$26.25 S.O.S. rate)
- HS Orchestra Small Ensembles ~ Lisa Armstrong (\$26.25 S.O.S. rate)

2022-2023 Schedule "C" Extra-Curricular

Approve the following individuals to Schedule "C" Extra-Curricular positions at the contractual stipends listed, as per the negotiated agreement for the 2022-2023 school year:

Keith Dunkelberger	MS Lego Club Advisor - Spring	\$434
Robin Efelis	MS Basketball Hoops Advisor - Spring	\$434
Michelle Getler	MS Debate Club Advisor - Spring	\$434
Frank Ferro	MS Gaming Club Advisor - Spring	\$434
Christian Stahl	HS Marching Band Front Advisor	\$1,613

CURRICULUM & INSTRUCTIONGraduate Speech Pathology Internships

Approve Haley Kircher and Kendall Napuda, West Chester University Students, to perform their 12 week Graduate Speech Pathology Internships during the Spring 2023 under the direction of Shira Baratz, Keyannah Jones and Cassandra Kirk for the approximate period of January 3, 2023 through March 25, 2023.

ADMINISTRATIVE/WORKSHOPSHomebound Instruction

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

- SID # 1867809132 Grade:04
Place: Inspira Woodbury Instructors: Brookfield Schools
Dates: 10/11/2022-10/24/2022
- SID # 1867809132 Grade:04
Place: Inspira Bridgeton Instructors: Brookfield Schools
Dates: 10/24/2022-TBD
- SID # 1867809132 Grade:04
Place: Inspira Memorial Instructors: Brookfield Schools
Dates: 10/28/2022-TBD
- SID # 8716564325 Grade:03
Place: Inspira Elmer Instructors: Brookfield Schools
Dates: 10/28/2022-TBD
- SID # 9904057603 Grade:05
Place: Remote Instructor: Stephanie Russell
Dates: 11/07/2022-TBD
- SID # 6698850987 Grade:06
Place: Inspira Elmer Instructors: Brookfield Schools
Dates: 11/14/2022-TBD

Field Trips

Approve the following Field Trips: 00011, 00012, 00013, 00014, 00015, 00016, 00017, 00018 retro 11/16/2022, 00019, 00020, 00021

The specific information cannot be put into the board motions for the safety of our students.

Tri-County Conference

Approve the Tri-County Conference with the proposed budget and ticket prices for the 2023-2024 school year.

2023-2024 Proposed budget for the Tri-County Conference

\$ 1,450 per school

2023-2024 Ticket prices

All athletic events for the 2023-2024 school year: \$3.00 – Adults

\$2.00- Students and Senior Citizens (the admission price for senior citizens and military personnel is at the discretion of the home team; By-laws B2.3.6 pg. 18) *PMHS does not charge senior citizens or military personnel for any home events.

Pennsville Board of Education Meeting - November 21, 2022

All West Jersey Football League Varsity Football Games: \$4.00 – Adults

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:

- Pamela Henderson to attend the NJASL Fall Conference to be held in Atlantic City, New Jersey on the following dates 12/04/2022-12/06/2022 with a registration fee of \$300 per person, plus a \$65 membership fee.
- Amy Baran to attend the NJASL Fall Conference to be held in Atlantic City, New Jersey on the following date 12/05/2022, with a registration fee of \$200 per person.

Leaves of Absence

- Approve the FMLA/NJFLA Leave of Absence from Pennsville High School for employee # 0765 from 11/15/2022-11/27/2022 not to exceed FMLA/NJFLA guidelines. (The employee will be electing to use their paid sick leave.)
- Approve the FMLA Leave of Absence from Penn Beach School for employee # 1736 to be used from 11/18/2022-12/22/2022 not to exceed FMLA guidelines. (The employee will be electing to use their paid sick leave) pending add'l paperwork
- Approve the Intermittent FMLA/NJFLA Leave of Absence from the Pennsville Middle School for employee #0822 to be used as needed from 11/08/2022-06/30/2023 not to exceed FMLA/NJFLA guidelines. (The employee will be electing to use their paid sick leave)

Security Drill Statement of Assurance

Approve the submission of the School Safety and Security Plan Statement of Assurance for the 2022-2023 school year. (*Districts are required to annually submit this statement to the County Office of Education*)

ROLL CALL VOTE: YES: Cook, Mason, Townsend, Smalley, Staffieri-Morris, Chambers

NO: None **ABSTAIN:** None

Motion carried 6-0-0

BUSINESS ADMINISTRATOR

Motion made by Mrs. Cook and seconded by Mrs. Smalley 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 September, 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 September, 2022.

Transfer of Funds

There were no transfers.

Voided Checks

Approve the voided checks through November 21, 2022.

Bills for Payment

Approve the bills list for November 2022.

Approve payroll and agency for October, 2022.

(ABSTAIN-Check # 107851, 107932-Chambers)

***Motion carried 5-0-1**

Lighting Project

Approve lighting projects for the Pennsville Middle School and the District Office through Tri-State Light & Energy.

ROLL CALL VOTE: YES: Cook, Mason, Townsend, Hassler, Smalley, Staffieri-Morris, Chambers
NO: None **ABSTAIN:** Check #'s 107851 and 107932 November 21, 2022 Bills List-Chambers

***Motion carried 6-0-0**

NEW BUSINESS

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

PERSONNEL

Promotion

Approve the promotion of Lynn Hall, Lunch Aide at the Valley Park Elementary School, to Paraprofessional Aide at the Penn Beach Elementary School for the 2022-2023 school year on Step 5-5A of the PEA Guide at the annual salary of \$20,342 (prorated), effective December 1, 2022 through June 30, 2023. Inherent in this motion is to post and advertise for the position of Lunch Aide per the negotiated agreement, if necessary.

Long Term Substitute Extension

Approve the extension of the following long term substitute teacher, who is State of New Jersey certified, as listed below:

- Gina Alliegro ~ Pennsville Middle School ~ thru December 31, 2022

Employment

Approve to employ Samantha Chasmar as 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 (prorated), effective December 1, 2022 through June 30, 2023.

Pennsville Board of Education Meeting - November 21, 2022

ADMINISTRATIVE

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:

- Melissa Lane to attend the Winter Inclusion Leadership Conference to be held in Cherry Hill, New Jersey on 12/02/2022 with a group registration fee of \$175.00 with additional registrant, Lisa Piccioni.
- Michael Healy to attend the Glazier Football Clinic to be held in Baltimore Maryland on the following dates 02/03/2023-02/05/2023 with a registration fee of \$450.per person.

Field Trip

Approve the following Field Trip: 00022

The specific information cannot be put into the board motions for the safety of our students.

Leaves of Absence

Approve the FMLA/NJFLA Leave of Absence from the Pennsville Middle School for employee #0834 to be used as needed from 01/23/2023-02/24/2023 not to exceed FMLA/NJFLA guidelines.
(The employee will be electing to use their paid sick leave)

BUSINESS AND FINANCE

2023-2024 Preschool Plan

Approve the Preschool Plan for the 2023-2024 school year.

2022-2023 Budget Calendar

Approve the 2022-2023 Budget Calendar.

ROLL CALL VOTE: YES: Cook, Mason, Townsend, Smalley, Staffieri-Morris, Chambers

NO: None **ABSTAIN:** None

Motion carried 6-0-0

SUPERINTENDENT'S COMMENTS

None

BOARD MEMBER REPORTS

Mrs. Staffieri-Morris gave some feedback on her experience attending the NJSBA convention in Atlantic City, New Jersey and Mrs. Smalley talked about her community involvement with Exploration Zone.

HIB CASES

On recommendation of the Superintendent, Mrs. Cook moved the board affirm the findings and conclusions of the Case Reports HS1-Second Reading, MS1-First Reading, MS2-First Reading and PB1-First Reading. Mrs. Staffieri-Morris seconded the motion which was unanimously approved on roll call vote.

PRESIDENT'S REPORTS

None

Pennsville Board of Education Meeting - November 21, 2022

PUBLIC COMMENT

None

RECESS INTO EXECUTIVE SESSION

Motion made by Mr. Mason, seconded by Mrs. Smalley that the Board enter into Executive Session by Resolution at 6:32pm, 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 30 minutes after which the regular meeting of this Board of Education will not 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-potential litigation

Personnel Matters-personnel updates

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. Smalley, seconded by Mrs. Staffieri-Morris to return to the public portion of the meeting at 6:47pm.

VOICE VOTE: Unanimously approved

Motion carried 6-0-0


ADJOURNMENT

Motion made by Mrs. Smalley, seconded by Mrs. Cook for the meeting to be adjourned at 6:48pm.

VOICE VOTE: Unanimously approved

Motion carried 6-0-0

Respectfully Submitted,



Heather M. Mayhew, Board Secretary