

**PENNSVILLE PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION
DECEMBER 12, 2022**

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The regular meeting of the Pennsville Board of Education was called to order by Mr. Chambers, President, on Monday, December 12, 2022 at 6:02pm.

ROLL CALL

Board members present were Mrs. Cook, Mr. Mason, Mr. Townsend, Mr. Thomas, Mr. Hassler, Mrs. Smalley, Mrs. Staffieri-Morris and Mr. Chambers. Mrs. Taylor was absent. Also present were Dr. Brodzik, Superintendent, Mrs. Mayhew, Board Secretary, Mrs. Baker-Plale, Assistant Superintendent for Curriculum, Mr. Li, 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. Smalley that the Board of Education approve the minutes for the November 21, 2022 Board of Education meeting.

VOICE VOTE: Unanimously approved **ABSTAIN:** None **Motion carried 8-0-0**

COMMUNICATIONS

None

PRESENTATIONS

The Pennsville Memorial High School student representatives introduced themselves and updated the board with what was going on in the high school. Mr. Thomas and Mrs. Baker-Plale gave an overview of a proposed extra-curricular program at the high school called e-SPORTS.

SUPERINTENDENT'S REPORT

Dr. Brodzik reviewed the Superintendent's Report which included Workshop Reports, Fire and Security Drills, Building Reports and Facilities Usage. Mrs. Mayhew gave a brief update on the Middle School HVAC project.

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:

PERSONNELPenn 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:

- Bethanny Garrison

Transfers

- Approve the transfer of Kelin Eachus, Paraprofessional Aide at the Valley Park Elementary School, to Paraprofessional Aide at the Central Park Elementary School for the 2022-2023 school year effective January 2, 2023 through June 30, 2023.
- Approve the transfer of Lynn Hall, Paraprofessional Aide at the Penn Beach Elementary School, to Paraprofessional Aide at the Central Park Elementary School for the 2022-2023 school year effective January 2, 2023 through June 30, 2023.

Long Term Substitute Extension

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

- Gina Alliegro ~ Pennsville Middle and Pennsville Memorial High Schools~thru June 30, 2023
- Kara Efelis ~ Penn Beach Elementary School~thru June 30, 2023

ADMINISTRATIVE/WORKSHOPSLeaves of Absence

- Approve the FMLA Leave of Absence from Penn Beach School for Employee # 0976 from 03/20/2023-05/29/2023 not to exceed FMLA guidelines. (The employee will be electing to use their paid sick leave.) Expected return 05/30/2023
- Approve the FMLA Leave of Absence from Central Park School for Employee # 0468 from 01/17/2023-02/15/2023 not to exceed FMLA guidelines. (The employee will be electing to use their paid sick leave.) Expected return 02/16/2023.

Field Trips

Approve the following Field Trips: 00023, 00024, 00025, 00026

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

Homebound Instruction

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

- SID # 4083864506 Grade:07
Place: Middle School Instructors: M Getler
Dates: 11/18/2022 - TBD
- SID # 5966290771 Grade:12
Place: Residence Instructors: L. Beyl
Dates: 12/05/2022- TBD

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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:

- Dr. Brodzik, Superintendent to attend Techspo in Atlantic City, New Jersey for the dates of 01/25/2023-01/27/2023 with a registration fee of \$515. per person with additional expenses not to exceed \$371.50

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

NO: None **ABSTAIN:** None

Motion carried 8-0-0

BUSINESS ADMINISTRATOR

Motion made by Mr. Hassler and seconded by Mr. Thomas 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 October, 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 October 2022.

Transfer of Funds

Approve the transfer of funds effective December 12, 2022 previously approved by the Superintendent.

Voided Checks

Approve the voided checks through December 12, 2022.

Bills for Payment

Approve the bills list for December 2022.

Approve payroll and agency for November 2022.

(ABSTAIN-Check # 107990, 108038-Chambers)

***Motion carried 7-0-1**

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Election Results

Recognize the summary of the election results below. Installation of the members will be in January at the reorganization meeting.

Thomas W. Hassler III was elected for a three-year term

Thomas L. Mason was elected for a three-year term

Robert Townsend was elected for a three-year term

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>				
4532517935	10	35017.05	37597.05	11/22/22-6/30/23
<i>Gloucester County Special Services School District - Bankbridge</i>				
8624603589	Pre-K	28597.50	28413.00	12/5/22-6/30/23

2022-2023 Pennsville BOE/PEPAA Gate Agreement

Approve the Pennsville Board of Education/PEPAA Gate Agreement for the 2022-2023 school year.

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

NO: None **ABSTAIN:** Check #'s 108038 and 107990 December 12, 2022 Bills List-Chambers

***Motion carried 8-0-0**

NEW BUSINESS

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

PERSONNEL

Revised Start Date

Approve the revised start date of Joy Jaskolka, English as a Second Language (ESL) Teacher at the Pennsville Middle School, to December 1, 2022.

CURRICULUM & INSTRUCTION

Student Field Experience Placement

Approve Kelly Cagle, a Rutgers University student, to perform her field experience placement of 150 hours during the Spring 2023 under the direction of Pamela Henderson at the Pennsville Middle School for the approximate period of January 16, 2023 through May 8, 2023.

Student Internship Approval

Approve Kylie Fitchett, a Neumann University student, to perform her internship of 150 hours during the Spring 2023 under the direction of Gary Minguez at the Pennsville Memorial High School for the approximate period of January 16, 2023 through May 8, 2023.

BUSINESS AND FINANCE

Educational Services 2022-2023

Approve one (1) student State of New Jersey Commission for the Blind and Visually Impaired services from 12/7/22-6/30/23 at a rate of \$1,496.00.

Pennsville Middle School HVAC Improvements

Reject and re-advertise the bid for the Pennsville Middle School HVAC Improvements as it is in excess of the estimate and are above the district's appropriated funds.

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

NO: None **ABSTAIN:** None

Motion carried 8-0-0

SUPERINTENDENT'S COMMENTS

None

PRESIDENT'S REPORTS

Mr. Chambers reminded the board members of the January 4, 2023 reorganization meeting. He allowed Mr. Halter of Pennsville, New Jersey to speak about positive improvements and new businesses that are expected in Pennsville during the next year.

BOARD MEMBER REPORTS

Mrs. Staffieri-Morris commented on seeing the high school choir students at the township tree lighting and Mrs. Smalley commented that she enjoys seeing the students interact with the community.

HIB CASES

On recommendation of the Superintendent, Mr. Mason moved the board affirm the findings and conclusions of the Case Reports HS2-First Reading, HS3-First Reading, MS1-Second Reading, MS2-Second Reading and PB1-Second Reading. Mrs. Staffieri-Morris seconded the motion which was unanimously approved on roll call vote.

PUBLIC COMMENTS

Mr. William Widger of Pennsville, New Jersey publicly thanked Mrs. Rousak for bringing the high school students to the Pennsville Community tree lighting event. He also asked if the district had a plan in place for remote learning if the school had internet safety issues.

RECESS INTO EXECUTIVE SESSION

Motion made by Mrs. Staffieri-Morris, seconded by Mr. Mason that the Board enter into Executive Session by Resolution at 7:01pm, from which the public will be excluded. Mr. Chambers and Mrs. Staffieri-Morris exited the executive session of the meeting at 7:22pm.

**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:

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 8-0-0

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion made by Mrs. Cook, seconded by Mr. Hassler to return to the public portion of the meeting at 7:44pm.

VOICE VOTE: Unanimously approved

Motion carried 6-0-0

ADJOURNMENT

Motion made by Mrs. Cook, seconded by Mr. Hassler for the meeting to be adjourned at 7:44pm.

VOICE VOTE: Unanimously approved

Motion carried 6-0-0

Respectfully Submitted,



Heather M. Mayhew,
Board Secretary