

**PENNSVILLE PUBLIC SCHOOL DISTRICT BOARD OF EDUCATION
FEBRUARY 27, 2023**

The regular meeting of the Pennsville Board of Education was called to order by Mr. Chambers, President, on Monday, February 27, 2023 at 6:01pm.

ROLL CALL

Board members present were Mrs. Cook, Mr. Thomas, Mrs. Smalley, Mr. Hassler, and Mr. Chambers. Mrs. Staffieri-Morris entered the meeting at 6:23pm. Mrs. Taylor, Mr. Mason and Mr. Townsend were 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. A student representative from the high school was 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 Mrs. Cook and seconded by Mr. Hassler that the Board of Education approve the minutes for the January 4 and January 30, 2023 Board of Education meetings.

VOICE VOTE: Unanimously approved **ABSTAIN:** None **Motion carried 5-0-0**

COMMUNICATIONS

None

PRESENTATIONS

Mrs. Sennstrom gave an overview of a professional development program, Elementary LETRS, that teachers are currently studying. Dr. Brodzik reviewed the proposed additions for the 2023-2024 school year calendar.

SUPERINTENDENT'S REPORT

Dr. Brodzik reviewed the Superintendent's Report which included Workshop Reports, Fire and Security Drills, Building Reports and Facilities Usage.

PUBLIC COMMENTS-AGENDA ONLY

None

SUPERINTENDENT'S RECOMMENDATIONS

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

PERSONNEL

Middle School Student Success Program Staff

Approve to employ the following staff member to participate in the Middle School Student Success Center to be held at the Pennsville Middle School for the 2022-2023 school year. The program will run on Mondays and Wednesdays from 2:25 p.m. to 3:25 p.m. Staff will be compensated at the contractual overtime rate of \$32.00 per hour worked when utilized;

- Brynn Buechler

Retirements

- Approve with regret the retirement of Kimberly Burkentine, Secretary to the Child Study Team, effective July 31, 2023. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.
- Approve with regret the retirement of Joanne Ercoli, Preschool Special Education Teacher at the Valley Park Elementary School, effective June 30, 2023. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.
- Approve with regret the retirement of Carol Niblock, Paraprofessional Aide at the Valley Park Elementary School, effective June 30, 2023. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.

Resignation

Approve with regret the resignation of Faith Baker, Lunch Aide at the Pennsville Memorial High School, effective February 17, 2023. Inherent in this motion is to post and advertise 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:

- Kelsey Craner ~ Penn Beach Elementary School ~ thru June 30, 2023

2022-2023 Substitute Secretary

Approve the following individual, who has criminal history approval, to the Substitute Secretary list for the 2022-2023 school year at the rate of \$109.51 per day worked:

- Katherine van Tonder

Lunch Aides Adjusted Salaries

- Approve the adjusted salary and hours of Midayah Araujo, Lunch Aide at the Pennsville Memorial High School, to work 5 hours per day at the rate of \$14.13 per hour worked, at a contractual salary of \$12,898 (prorated) for the 2022-2023 school year effective February 1, 2023, through June 30, 2023.
- Approve the adjusted salary and hours of Marguerite Clair, Lunch Aide at the Pennsville Memorial High School, to work 5 hours per day at the rate of \$14.13 per hour worked, at a contractual salary of \$12,898 (prorated) for the 2022-2023 school year effective February 1, 2023, through June 30, 2023.
- Approve the adjusted salary and hours of Teryn Johnson, Lunch Aide at the Pennsville Memorial High School, to work 5 hours per day at the rate of \$14.13 per hour worked, at a contractual salary of \$12,576 (prorated) for the 2022-2023 school year effective February 1, 2023, through June 30, 2023.

Pennsville Board of Education Meeting - FEBRUARY 27, 2023

Employment

Approve to employ Patty Nielson as Lunch Aide at the Pennsville Memorial High School for the 2022-2023 school year, at the rate of \$14.13 per hour worked (5 hours per day), at the contractual rate of \$12,858 (prorated), effective March 1, 2023, through June 30, 2023.

Extra-Curricular Stipends

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

Courtney Rousak	HS Musical Pit Conductor	\$608
Carlton Bodine, III	HS Musical Assistant Director	\$608

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

NO: None **ABSTAIN:** None

Motion carried 6-0-0

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

2022-2023 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:

- Norma Alestock
- Faith Baker
- Danielle Cable
- Catrina Connolly

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 \$98.91 per day worked:

- Norma Alestock
- Faith Baker
- Danielle Cable
- Catrina Connolly

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

NO: None **ABSTAIN:** Smalley

Motion carried 5-0-1

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

CURRICULUM & INSTRUCTION

NJ DOE Equivalency Application

Approve the submission of the New Jersey Department of Education Equivalency Application waiver for QSAC Indicators 4 and 5 of Instruction and Programming to the Interim Executive County Superintendent of Schools at the Salem County Department of Education.

POLICY

Policies 2022-2023

- Approve the First Reading of 5131.1(redline copy) Policy Revisions of Harassment Intimidation and Bullying as per NJSBA. Final approval of 5131.1 on 03/20/2023
- Approve the First Reading of 5131(redline copy) Conduct and Discipline as per NJSBA. Final approval of 5131 on 03/20/2023.
- Review and Adopt 5118 (redline copy) NonResidents, 5118 02/27/2023.

ROLL CALL VOTE: YES: Cook, Thomas, Hassler, Smalley, Staffieri-Morris, Chambers
NO: None **ABSTAIN:** None **Motion carried 6-0-0**

Moved by Mrs. Smalley and seconded by Mr. Hassler that the Board of Education table the following motion to the next board meeting due to lack of quorum.

- Approve Heather Mayhew for the Annual NJASBO Conference to be held in Atlantic City, New Jersey on the following dates 06/06/2023-06/09/2023 with a registration fee of \$275.00 per person, including additional expenses not to exceed \$482.00

VOICE VOTE: Unanimously approved **Motion carried 6-0-0**

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

ADMINISTRATIVE/WORKSHOPS

2022 2023 School Calendar

Approve the revised 2022-2023 Pennsville School Calendar.

2023 Summer Schedule

Approve the proposed 2023 Summer Schedule.

2023-2024 School Calendar

Approve the proposed 2023-2024 Pennsville School Calendar.

Homebound Instruction

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

- SID # 6988154601 Grade: Pre K
 Place: Inspira Instructors: Inspira/ Brookfield
 Dates: 01/30/2023-approx. 30 days
- SID # 4083864506 Grade:07
 Place: HS/MS Instructors: M. Getler
 Rate: \$32.per hour Two hours Every Friday
 Dates:02/02/2023 or until accepted OOD placement
- SID # 4428657103 Grade:12
 Place: Meadow Wood Instructors: Learn Well

Dates: 01/25/2023-02/25/2023 *end date tentative*
Rate: \$51.25 per hour not to exceed 10 hours per week

Leaves of Absence

- Approve the extended FMLA Leave of Absence for Employee #0719 from 02/07/2023 to 03/21/2023, not to exceed FMLA guidelines. *(The employee will be electing to use their paid sick leave)*
- Approve the extended FMLA Leave of Absence for Employee #0468 extended to 02/24/2023, not to exceed FMLA guidelines. Expected return date return 02/27/2023. *(The employee will be electing to use their paid sick leave)*
- Approve the Intermittent FMLA Leave of Absence for Employee #0866 from 09/01/2022 to 06/30/2023, not to exceed FMLA guidelines. *(The employee will be electing to use their paid sick leave)*

Athletics

Approve the Spring Athletic and Multiple Activities Schedule for the 2023 Season.

Field Trips

Approve the following Field Trips: 00030, 00031, 00032, 00033, 00036, 00037, 00038

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:

Chaperones

- Approve Jamy Thomas to chaperone the Senior Class Trip to Orlando, Florida from April 24, 2023, to April 28, 2023. This includes reimbursement for meals and *parking* not to exceed \$364.50
- Approve the following chaperones to attend the Senior Class Trip to Orlando, Florida from April 24, 2023, to April 28, 2023. This includes reimbursement for meals not to exceed \$310.50 per chaperone.
Colleen Fulmer
Lorraine Beyl
Rebecca Hood
Kevin Lewis

Change in Degree

Approve the contractual change in degree status, retroactively to February 1, 2023, for the following teachers:

- Michelle Alexander- Bachelors to Bachelors + 30

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

NO: None **ABSTAIN:** None

Motion carried 6-0-0

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 FINANCEBoard Secretary Reports

Board's Certification: Pursuant to N.J.A.C.6A:23A-16.10(c)4, the Pennsville Board of Education certifies December 31, 2022, and 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 reports for the month of December, 2022.

Transfer of Funds

There are no transfers.

Voided Checks

Approve the voided checks through February, 2023.

Bills for Payment

Approve payroll and agency for January, 2023.

Approve the bills list for February, 2023.

(ABSTAIN-Check #108332-Chambers)

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

Outgoing Tuition

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

Student SID #	Grade	Tuition	OOB Fee	1:1 Aide	Effective Dates
<i>Pineland Learning Center</i>					
1351982264	12	\$27,390	n/a	n/a	2/8/23-6/30/23
<i>Gloucester County Special Services School District - Bankbridge</i>					
6221922776	6	\$930	\$72	\$924	2/13/23-2/16/23
<i>Salem County Special Services School District - Cumberland Campus</i>					
3650446031	Pre-K	\$24,666	n/a	\$22,733	2/15/23-6/30/23

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

Pennsville Board of Education Meeting - FEBRUARY 27, 2023

NO: None **ABSTAIN:** Check #108332 February 27, 2023 Bills List-Chambers
***Motion carried 6-0-0**

NEW BUSINESS

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

PERSONNEL

Longevity Stipends

Approve the following contractual longevity stipends:

- Kimberly Burkentine ~ Secretary at DO ~ \$1,800 ~ retroactive to February 1, 2023
- Natalie MacAllister ~ Paraprofessional at CP ~ \$600 ~ retroactive to December 1, 2022
- Katherine van Tonder ~ Paraprofessional at MS ~ \$300 ~ effective February 26, 2023

2022-2023 Substitute Lunch Aide

Approve the following individual, who has criminal history approval, to the Substitute Lunch Aide list for the 2022-2023 school year at the rate of \$14.13 per hour worked:

- Sue Musnoff

ROLL CALL VOTE: YES: Cook, Thomas, Hassler, Smalley, Staffieri-Morris, Chambers
NO: None **ABSTAIN:** None **Motion carried 6-0-0**

SUPERINTENDENT'S COMMENTS

None

PRESIDENT'S REPORTS

Mr. Chambers reminded the board members to complete their online ethics forms by the end of March.

BOARD MEMBER REPORTS

Mrs. Smalley announced an upcoming Pennsville Historical Society event. Mrs. Staffieri-Morris praised the district for providing Professional Development Wellness to their staff at the upcoming County In-Service Day and Mr. Hassler spoke about the "Stop the Bleed" training provided to staff at the last In-Service Day.

On recommendation of the Superintendent, Mrs. Smalley moved the board to issue a letter to the emergency personnel to thank them for their assistance with the in-service training. Mrs. Staffieri-Morris seconded the motion which was unanimously approved on roll call vote.

HIB CASES

On recommendation of the Superintendent, Mr. Hassler moved the board affirm the findings and conclusions of the Case Reports PB2-Second Reading, MS4-First Reading, MS5-First Reading, MS6-First Reading and MS7-First Reading. Mrs. Smalley seconded the motion which was unanimously approved on roll call vote.

PUBLIC COMMENT

Mrs. Hess of 95 Dunns Lane in Pennsville, New Jersey asked the board to support the High School Music Academy as students are missing music lessons. She would like the administration to provide more support for the program.

EXECUTIVE SESSION

None-unable to go into Executive Session as there were not enough board members present.

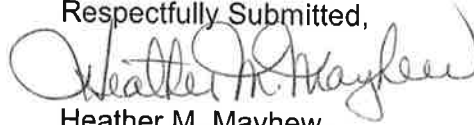
ADJOURNMENT

Motion made by Mr. Hassler, seconded by Mrs. Staffieri-Morris for the meeting to be adjourned at 7:27pm.

VOICE VOTE: Unanimously approved

Motion carried 6-0-0

Respectfully Submitted,



Heather M. Mayhew,
Board Secretary