

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

287

The regular meeting of the Pennsville Board of Education was called to order by Mr. Chambers, President, on Monday, March 27, 2023 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, Board Member and Mrs. Mayhew, Board Secretary were absent. Also present were Dr. Brodzik, Superintendent, Mrs. Baker-Plale, Assistant Superintendent for Curriculum, Mr. Li, Board Solicitor and members of the public. Two student representatives from the high school 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 **Penn Beach Elementary School in the Multi Purpose Room, 96 Kansas Rd. at 6:00 p.m.**, to the South Jersey Times and posted at 30 Church Street on March 6, 2023.

MINUTES

Moved by Mr. Mason and seconded by Mr. Hassler that the Board of Education approve the minutes for the February 27, 2023 Board of Education meetings.

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

COMMUNICATIONS

None

PRESENTATIONS

Mr. Zoppina, Ms. Warrington and Ms. Walters recognized Penn Beach students for their "Be a Buddy" program. Mr. Tom Dark of Nightlinger, Colavita & Volpa virtually reviewed our Year-End June 30, 2022 audit. Mr. McFarland reviewed new course selections beginning in the 2023-2024 school year.

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 Mrs. Staffieri-Morris to approve the following as recommended by the Superintendent:

PERSONNEL2023-2024 Director of Technology Re-Employ

Approve a contract and re-employ David Bonowski, Director of Technology, at an annual salary of \$133,278, effective July 1, 2023 through June 30, 2024.

2023-2024 Head of Buildings and Grounds Re-Employ

Approve a contract and re-employ Richard DeMarco, Head of Buildings and Grounds, at an annual salary of \$70,184, effective July 1, 2023 through June 30, 2024.

2023-2024 Data Information Systems Manager Re-Employ

Approve a contract and re-employ Christie Goss, Data Information Systems Manager, at an annual salary of \$87,050, effective July 1, 2023 through June 30, 2024.

2023-2024 Confidential Staff Re-Employ

- Approve a contract and re-employ Teresa Cruice, Administrative Assistant to the Business Administrator, at an annual salary of \$66,880, plus a longevity stipend of \$450, and a degree stipend of \$600, effective July 1, 2023 through June 30, 2024.
- Approve a contract and re-employ Suzanne DuBois, Administrative Assistant to the Superintendent, at an annual salary of \$69,680, plus a longevity stipend of \$1,350, effective July 1, 2023 through June 30, 2024.
- Approve a contract and re-employ Diane Moritz-Rottkamp, Administrative Assistant for Transportation/Maintenance, at an annual salary of \$69,680, plus a longevity stipend of \$1,350, and a degree stipend of \$600, effective July 1, 2023 through June 30, 2024.
- Approve a contract and re-employ Katherine Sparks, Administrative Assistant to the Assistant Superintendent of Instruction, at an annual salary of \$69,680, plus a degree stipend of \$600, effective July 1, 2023 through June 30, 2024.
- Approve a contract and re-employ Shannon Weisgerber, Payroll and Benefits Administrative Assistant, at an annual salary of \$58,300, plus a degree stipend of \$600, effective July 1, 2023 through June 30, 2024.

Job Description Approval

Approve the following attached job description for the 2023-2024 school year:

- Behaviorist

Maintenance Helper Employment

Approve to employ the following Maintenance Helper for the period of March 28, 2023 through June 30, 2023, at the hourly wage of \$14.13 per hour worked on an "as needed" basis:

- Cohen Petruz

ADMINISTRATIVE/ WORKSHOPSCyber Incident Response Plan

Review and Approve the Pennsville Cyber Incident Response Plan.

Voter Registration Annual Statement of Assurance

Approve the New Jersey School Voter Registration Law Annual Statement of Assurance. (*Districts are required to annually submit this statement to the County Office of Education*)

Pennsville Board of Education Meeting - MARCH 27, 2023

Homebound Instruction

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

- SID # 8070945043 Grade: 04
Place: Residency Instructors: D.Coleman
Dates: 03/20/2023-Approximately 4 weeks

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. Mason and seconded by Mr. Thomas to approve the following as recommended by the Superintendent and Business Administrator:

BUSINESS AND FINANCE

Board Secretary Reports

Board's Certification: Pursuant to N.J.A.C.6A:23A-16.10(c)4, the Pennsville Board of Education certifies January 31, 2023 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 January, 2023.

Transfer of Funds

Approve the transfer of funds effective March 27, 2023, previously approved by the Superintendent.

Voided Checks

Approve the voided checks through March 27, 2023.

Bills for Payment

Approve payroll and agency for February, 2023.

Approve the bills list for March, 2023.

(ABSTAIN-Check #108532-Chambers)

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

Outgoing Tuition

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

Student SID #	Grade	Tuition	OOB Fee	1:1 Aide	Effective Dates
<i>Gloucester County Special Services School District - Bankbridge Middle School</i>					
7160589897	6	\$16,314.50	\$1,206.00	n/a	3/6/23-6/30/23
<i>Thunderbolt Academy - Millville</i>					
4083864506	7	\$28,000 (prorated)	n/a	n/a	3/20/23-6/30/23

2021-2022 School District Audit

Approve and accept the Annual Audit and Corrective Action Plan for the Fiscal Year ending June 30, 2022, as presented and discussed and noting that there is one audit finding/recommendation for the 2021-2022 audit.

Career Technical & Academy Tuition Contract Agreement

Approve the Tuition Contract Agreement for Career and Technical and Academy students effective September 1, 2023 through June 30, 2024 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

Computer Solutions, Inc.

Approve the agreement for software support and data back-up for the 2023-2024 school year with Computer Solutions, Inc. of Branchburg, New Jersey at a total cost of \$15,588.00.

Long Range Facility Plan Amendments

The Pennsville Board of Education (Board) authorizes the School Business Administrator/ Board Secretary, and Remington and Vernick Engineers to prepare/amend and submit Long Range Facility Plan Amendments on the Board's behalf with the New Jersey Department of Education (NJDOE).

Other Capital Projects

Resolved that the Pennsville School District (Board) authorizes the School Business Administrator/Board Secretary and Remington and Vernick Engineers to prepare and apply for Other Capital Projects on the Board's behalf with the New Jersey Department of Education (NJDOE).

1. Pennsville School District Central Freezer and Dry Storage Shed-State Project # 33-4075
2. Pennsville Middle School HVAC Improvements-State Project # 33-4075

The Board of Education also acknowledges that "Other Capital Projects" are ineligible for state funding and are exclusively locally funded projects.

Pennsville Board of Education Meeting - MARCH 27, 2023

Incoming Tuition

Approve the following incoming tuition student for the 2022-2023 school year:

Student #	Sending District	Receiving District	Grade	Tuition	Effective Dates
15558	Great Egg Harbor Regional HS District	Pennsville	12	\$27,498 (prorated)	3/6/23-6/30/23

Pennsville Memorial High School Photographer

Approve the Undergraduate and Senior photography contracts with Lora Photography of Union, New Jersey for the 2023-2024 school year.

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

NO: None **ABSTAIN:** Check #108532 March 27, 2023 Bills List-Chambers

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

NEW BUSINESS

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

PERSONNEL

Retirement

Approve with regret the retirement of Howard J. Herrmann, III, Science Teacher at the Pennsville Memorial High School, effective June 30, 2023. Inherent in this motion is to post and advertise per the negotiated agreement, if necessary.

ADMINISTRATIVE

Field Trip

Approve the following Field Trip: 00048

BUSINESS AND FINANCE

Salem County Vo-Tech-Host Site Partnership Agreement

Approve the Salem County Arts, Science and Technology Academies Host Site Partnership Agreement with the Salem County Vocational Technical School District Board of Education for the 2023-2024 school year.

2023 School Climate Change Pilot Grant

Approve and accept the School Climate Change Pilot Grant.

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

Dr. Brodzik thanked the board for the opportunity to visit Israel.

BOARD MEMBER REPORTS

Mrs. Staffieri-Morris suggested that the schools in Salem County communicate their Spring Musical selections so that schools do not duplicate programs.

PRESIDENT'S REPORTS

Mr. Chambers enjoyed the High School Musical Production, Grease and encouraged the board to continue supporting the Arts program as it is a very important part of our district. He also requested each board member complete their Ethics by Friday, March 31, 2023.

HIB CASES

On recommendation of the Superintendent, Mrs Cook moved the board affirm the findings and conclusions of the Case Reports HS4-First Reading, HS5-First Reading. Mrs. Smalley seconded the motion which was unanimously approved on roll call vote.

PUBLIC COMMENT

None

EXECUTIVE SESSION

None

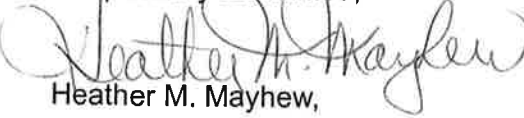
ADJOURNMENT

Motion made by Mrs. Smalley, seconded by Mr. Thomas for the meeting to be adjourned at 7:17pm.

VOICE VOTE: Unanimously approved

Motion carried 8-0-0

Respectfully Submitted,


Heather M. Mayhew,
Board Secretary