

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, FEBRUARY 25, 2021 AT 7:00 P.M. THE MEETING WAS HELD AT THE WILLIAM ROPER SCHOOL MULTI-PURPOSE ROOM, 211 EAST LAKE ROAD, PILES GROVE, AND REMOTELY THROUGH GOOGLE HANGOUTS.

CALL TO ORDER

Mr. Carney, Board President, called the meeting to order at 7:00 p.m.

READING OF STATEMENT OF NOTICE

Mr. Carney read aloud the following: 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 the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Woodstown-Pilesgrove Regional Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the South Jersey Times, Elmer Times, Borough of Woodstown Municipal Hall, Township of Pilesgrove Municipal Hall, general offices and faculty rooms of the district's four schools, the school district's central office, and with the Borough of Woodstown Clerk and the Township of Pilesgrove Clerk.

FLAG SALUTE

Mr. Carney then led the group in the pledge of allegiance to the flag.

ROLL CALL:

Members Present: Mr. Carney, Dr. Carr, Mrs. Chiarelli, Mr. Kinney, Mrs. Miller, Mr. Morris, Mr. Scardino, Mr. String, Mrs. Thomas and Mr. Zigo.

Members absent: Dr. Haddad

Also Present: Mrs. Virginia M. Grossman, Superintendent of Schools, Mrs. Rose Wang Chin, School Business Administrator/Board Secretary and Mr. Fred Caltabiano of Bowman & Company (attended virtually).

Administrators Present: Mr. Senor, Ms. Pessolano, Ms. Cioffi, and Mr. Ursino.

SUPERINTENDENT'S REPORT

Mrs. Grossman discussed the upcoming implementation for the Reopening Plan and the rationale with the goal of keeping in-person learning going.

STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for February: Juliana Ibarra and Matt Melniczuk.

Woodstown Middle School Junior Wolverines of the Month – Ms. Pessolano, Principal, introduced the Junior Wolverines of the Month for February: Ella Prinsen and Alexander Snitcher.

Woodstown High School Wolverines of the Month – Mr. Senor, Principal, introduced and Wolverines of the Month for February: Jason LeCates and Karly Pratt.

PRESENTATION – Mr. Fred Caltabiano of Bowman & Company attended the meeting virtually and presented the 2019/2020 audit to the Board. Mr. Caltabiano stated there were no audit findings and the district continues to strengthen its financial position to replenish Maintenance and Capital Reserves, which are essential to maintain our historic building in order to provide a good education.

AUDIENCE PARTICIPATION (Agenda items only) - None

APPROVAL OF MINUTES

Motion to approve the following minutes as recommended by the School Business Administrator:

January 4, 2021 – Reorganization Meeting Minutes

January 21, 2021 – Work Session and Executive Session Minutes

January 28, 2021 – Regular Meeting Minutes

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Michael Kinney – Abstained to the January 4, 2021 minutes only.

Eileen C. Miller – Yes

Richard C. Morris, Jr. – Yes

Robert Scardino – Yes

Jeffrey String – Yes

Shonta Thomas – Yes

Travis Zigo – Yes

INSTRUCTION/CURRICULUM

Motion to approve the following as recommended by the Superintendent:

Joseph Ursino, Athletic Director, to attend the DAANJ Conference in Atlantic City from 5/2/21 through 5/5/21. Total cost not to exceed \$750 (includes registration, mileage, tolls, parking, meals and lodging).

New Creative Writing and Poetry Club at the high school. This would be at no cost to the Board.

Harassment, Intimidation and Bullying report dated 1/21/21- 2/18/21 and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

SEMI (Special Education Medicaid Initiative) Corrective Action Plan for 2021-2022.

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr. – Yes

Robert Scardino – Yes

Jeffrey String – Yes

Shonta Thomas – Yes

Travis Zigo – Yes

ADMINISTRATION/PERSONNEL

Motion to approve the following as recommended by the Superintendent:

Torien Brown to the new position of part-time Technology Technician at \$15.00 per hour for 12 hours per week, effective 3/1/2021.

Extra Duty Appointments as follows:

Athletic list for February 2021. (see page ____)

High School list for February 2021. (see page ____)

Job Descriptions as follows:

Part-time Technology Technician

Curriculum Coordinator

Supervisor of Special Education

February 2021 substitute list. (see page ____)

Volunteer Athletic list for February 2021. (see page ____)

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr. – Yes

Robert Scardino – Yes

Jeffrey String – Yes

Shonta Thomas – Yes

Travis Zigo – Yes

Motion to approve the following as recommended by the Superintendent (voting not applicable to sending district representatives):

Resignation of Deborah Hite, paraprofessional at MSS, effective 3/24/2021.

Leaves of Absence as follows:

Holly Zane, Nurse at William Roper, from 9/1/2021 through 6/30/2022.

Jamie Morgan at Mary Shoemaker from 3/3/2021 through 4/18/2021.

Jamie Morgan, from the Technology Team Leader position from 3/3/2021 through 4/18/2021.

New Staff as follows (see page ____):

Tara McQueston as a Long-term Substitute Teacher in for Hope Mortimer at Mary Shoemaker effective from approximately 3/8/2021 through 6/1/2021 at the substitute pay scale.

Mariah Sigars as a part-time Achieve Teacher at William Roper, at Bachelors, Step 1 - \$53,405.00 prorated, effective 2/26/2021.

Extra Duty Appointments as follows:

Middle School extra duty list for February. (see page ____)

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Robert Scardino – Yes

Jeffrey String – Yes

Shonta Thomas – Yes

Travis Zigo – Yes

OPERATIONS/FINANCE

Motion to approve the following financial reports as recommended by the School Business Administrator: (see Board Minutes Financial Back-up Binder for details).

Pursuant to N.J.A.C. 6A:23A-16.10 (c)3, I certify that as of December 31, 2020, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Woodstown-Pilesgrove Regional 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.

Board Secretary

Date

The December 31, 2020, preliminary final Report of the Treasurer of School Funds for the 2020-2021 school year is in agreement with the December 31, 2020, preliminary Report of the Board Secretary, pending audit.

Pursuant to N.J.A.C. 6A:23A-16.10(c)4, that the Woodstown-Pilesgrove Regional Board of Education certifies that as of December 31, 2020, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report 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.

EFT's for January 2021, additional hand check payments for January 2021, and payment list for the month of February 2021.

Transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of December 2020.

Additional financial reports as follows:

- Student Activities and Athletics for the month of January 2021.
- Scholarships for the month of January 2021.
- Odyssey of the Mind for the month of January 2021.
- Cafeteria Report for the month of January 2021.
- Woodstown Community School for the month of January 2021.

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

- Nelson Carney – Yes
- Richard Carr – Yes
- Maricia Chiarelli – Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris, Jr. – Yes
- Robert Scardino – Yes
- Jeffrey String – Yes
- Shonta Thomas – Yes
- Travis Zigo – Yes

Motion to approve the following as recommended by the School Business Administrator:

Resolution to approve the withdrawal of funds from the Capital Reserve account to fund professional services rendered by RYEBREAD for the fire alarm replacement project at the Mary S. Shoemaker Elementary School, State Project #5910-060-21-2000, for facility management services, in an amount not to exceed \$24,000.00, to be funded by General Fund Capital Outlay Account (Fund 12). The District has a requirement to fund the local share of professional services rendered by RYEBREAD for the fire alarm replacement project at the Mary S. Shoemaker Elementary School, State Project #5910-060-21-2000, for facility management services, in an amount not to exceed \$24,000.00 through a Capital Reserve withdrawal. The NJ State Department of Education requires Board action for withdrawals from the Capital Reserve account. There are available funds in the amount not to exceed \$24,000.00 for withdrawal from the Capital Reserve account. The District will not seek State funding for the above project. Be it resolved that the above project is included in the District's approved Long-Range Facilities Plan. Be it further resolved that the District's administration is directed to withdraw an amount not to exceed \$24,000.00 from the Capital Reserve account to make the money available for this expenditure.

Accept the following student as a Non-Resident/Non-Employee Tuition Student for the 2021-2022 school year:

NJSmart #7851848261

Approve and accept the Annual Audit for the Fiscal Year Ended June 30, 2020 as reviewed and discussed, including the Comprehensive Annual Financial Report (CAFR). There were no findings.

Resolution to approve withdrawal of funds from the Capital Reserve account to fund professional services rendered by RYEBREAD for HVAC replacements at the Mary S. Shoemaker School for Bidding & Negotiation (BN) in the amount of \$11,557.90, to be funded by General Fund Capital Outlay Account (Fund 12). The District has a requirement to fund the local share of professional services rendered by RYEBREAD for HVAC replacements at the Mary S. Shoemaker School for Bidding & Negotiation (BN) in the amount of \$11,557.90 through a Capital Reserve withdrawal. The NJ State Department of Education requires Board action for withdrawals from the Capital Reserve account. There are available funds in the amount of \$11,557.90 for withdrawal from the Capital Reserve account. The District will not seek State

funding for the above project. Be it resolved that the above project is included in the District's approved Long-Range Facilities Plan. Be it further resolved that the District's administration is directed to withdraw \$11,557.90 from the Capital Reserve account to make the money available for this expenditure.

Establishment of the Dominic Cerrito Constitution Scholarship.

Authorize the submission of the ESEA amendment for Fiscal Year 2021, and accept the grant award of these funds upon subsequent approval of the FY 2021 ESEA Application.

Submission of the Amended CARES Emergency Relief Grant application for Fiscal Year 2020, and to accept the grant award of funds upon subsequent approval of the CARES Emergency Relief Grant application, in the amount of \$183,402.

Title I and IIA Instructor salaries for the 2020-2021 school year.

Contract with CM3 Building Solutions to replace the controlling components of the existing paging system at Woodstown High/Middle Schools in an amount not to exceed \$35,000.00. Pricing in this proposal is in accordance with the Camden County Educational Services, Co-operative purchasing agreement Contract 66CCEPS. (Note: This is a retroactive approval request due to emergent nature. The county office has been notified.)

Request approval to utilize the Hunterdon County Educational Services Cooperative Pricing Program's Bid #HCEC-SER-12B – Electrical Services to secure construction services to replace the fire alarm at the Mary Shoemaker Elementary School, State Project #5910-060-21-2000. The existing fire alarm system in the school has long past its useful life and is failing. Replacement parts are no longer available. This project is included in the district's approved Long-Range Facility Plan. This project is classified as an "Other Capital Project". The district will not be requesting State funding for this project.

Accept the proposal from R. Moslowski Excavating, Inc. for the sinkhole repair and storm drainage swale rehabilitation. The submission from R. Moslowski Excavation, Inc. represents the lowest responsible proposal. R. Moslowski Excavation, Inc.'s submitted proposal to repair the storm water drainage structure that resulted in the sinkhole is \$8,600.00. R. Moslowski Excavation Inc.'s submitted proposal to rehabilitate the storm drainage swale is \$8,675.00. Total project cost, including a one year maintenance bond of \$400.00, is \$17,625.00 to be funded by a withdrawal from Maintenance Reserve.

Modify the previously approved October 2020 motion to request to withdraw from the district's Maintenance Reserve account in an estimate not to exceed \$25,000.00. Withdrawal of funds is necessary to cover the cost associated with engineering fees and construction cost estimate of the repair of the storm water drainage structure and associated piping on district property along East Millbrook Avenue. Failure of the storm water piping and structure has resulted in the development of a significant and hazardous sinkhole along the sidewalk on East Millbrook Avenue.

Resolution to approve the withdrawal of funds from the Capital Reserve account to fund professional services rendered by GraMin Consulting Services, LLC for the fire alarm replacement project at the Mary S. Shoemaker Elementary School, State Project #5910-060-21-2000, for facility management services, in an amount not to exceed \$9,000.00, to be funded by General Fund Capital Outlay Account (Fund 12). The District has a requirement to fund the local share of professional services rendered by GraMin Consulting Services, LLC for the fire alarm replacement project at the Mary S. Shoemaker Elementary School, State Project #5910-060-21-2000, for facility management services, in an amount not to exceed \$9,000.00 through a Capital Reserve withdrawal. The NJ State Department of Education requires Board action for withdrawals from the Capital Reserve account. There are available funds in the amount not to exceed \$9,000.00 for withdrawal from the Capital Reserve account. The District will not seek State funding for the above project and;

Be It Resolved that the above project is included in the District's approved Long-Range Facilities Plan and;

Be It Further Resolved that the District's administration is directed to withdraw an amount not to exceed \$9,000.00 from the Capital Reserve account to make the money available for this expenditure.

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr. – Yes

Robert Scardino – Yes

Jeffrey String – Yes

Shonta Thomas – Yes

Travis Zigo – Yes

Motion to approve the following as recommended by the School Business Administrator (voting not applicable to sending district representatives):

Accept a donation from Classic Touch Embroidery LLC, in the amount of \$640.00 to benefit the 2020 Holiday Assistance program.

Accept the following donations in memory of Irene DeCaro to benefit the William Roper School. Funds will be placed in student activities:

- Jennie Matarese - \$25.00
- Tina and Steven Sheets - \$25.00
- Raphaelin and John Kennealy - \$20.00
- Christopher, Erica, Michael and James Schulke - \$50.00
- Alicia and James DeCaro - \$200.00
- Joann and Leonard Forte - \$25.00
- Alfred and Lucuille Melchiorre - \$50.00

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

- Nelson Carney – Yes
- Richard Carr – Yes
- Maricia Chiarelli – Yes
- Eileen C. Miller – Yes
- Robert Scardino – Yes
- Jeffrey String – Yes
- Shonta Thomas – Yes
- Travis Zigo – Yes

POLICY

Motion to approve the following policies and regulations for first reading:

General Policy and Regulation Guides

- P 0145 Board Member Resignation and Removal (M) (Revised)
- P 1643 Family Leave (M) (New)
- P 2415 Every Student Succeeds Act (M) (Revised)
- P 2415.01 Academic Standards, Assessments, and Accountability (M) (Abolished)
- P 2415.02 Title I – Fiscal Responsibilities (M) (Revised)
- P 2415.03 Highly Qualified Teachers (M) (Abolished)
- P 2415.05 Student Surveys, Analysis, and/or Evaluations (M) (Revised)
- P 2415.20 Every Student Succeeds Act Complaints (M) (Revised)
- P 3431.1 Family Leave (M) (Abolished)
- P 4125 Employment of Support Staff Members (M) (Revised)
- P 4431.1 Family Leave (M) (Abolished)
- P 3431.3 New Jersey Family Leave Insurance Program (Abolished)
- P 4431.3 New Jersey Family Leave Insurance Program (Abolished)
- P 5330.01 Administration of Medical Cannabis (M) (Revised)
- P 6360 Political Contributions (M) (Revised)
- P 8330 Student Records (M) (Revised)
- P 9713 Recruitment by Special Interest Groups (M) (Revised)
- P 7425 Lead Testing of Water in Schools (M) (Revised)
- P 7430 School Safety (M) (Abolished)
- R 1642 Earned Sick Leave Law (M) (Revised)
- R 2415.20 Every Student Succeeds Act Complaints (M) (Revised)
- R 5330.01 Administration of Medical Cannabis (M) (Revised)
- R 7425 Lead Testing of Water in Schools (M) (New)
- R 7430 School Safety (M) (Abolished)

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

- Nelson Carney – Yes
- Richard Carr – Yes
- Maricia Chiarelli – Yes
- Michael Kinney – Yes
- Eileen C. Miller – Yes
- Richard C. Morris, Jr. – Yes
- Robert Scardino – Yes
- Jeffrey String – Yes
- Shonta Thomas – Yes
- Travis Zigo – Yes

OLD BUSINESS – None.

NEW BUSINESS – None.

REPORTS

Rose Chin, School Business Administrator gave updates on the following:

Food Service performance -- discussed January 2021 food service profitability as compared to same time last year; food service department is prepping for the next phases of School Reopen plan.

2021/2022 Budget -- Woodstown received an increase of 5.35% in State Aid (per February NJDOE guidance) as compared to 2020/2021 State Aid.

MSS Fire Alarm -- provided an update on the project and upcoming plans.

BOARD REPORTS

President -- Mr. Carney had nothing to report.

Sending Districts

Upper Pittsgrove Township -- Mr. Michael Kinney provided an update of Upper Pittsgrove's in-person reopening plans; They intend to move to 5 full days in-person learning in the near future; will shift to in-person BOE meetings.

Mr. Kinney read a signed letter from the Upper Pittsgrove BOE as follows:

"During our Board of Education meeting on February 24, 2021, there was a discussion about Woodstown's instructional plan. The Upper Pittsgrove Board of Education is not in favor of your current plan and encourages you to increase the amount of in-person instruction for our high school students.

Our Board feels as though our student's needs are not being met under your current plan, therefore our tuition money is being squandered. We believe that based on the current guidelines greater priority should be given to maximizing in- person instruction over extracurricular activities.

We strongly encourage you to heed our concerns and reconsider your plan. Our students are part of your academic community and their needs deserve to be a priority."

Alloway Township -- Mr. Richard Morris reported that Alloway's 2019/2020 audit had no findings; Alloway moving to 5 days a week in-person instruction starting March 15th.

Liaison Reports

NJSBA Delegate Report – Mrs. Miller had nothing to report.

SACC Report – Ms. Thomas had nothing to report.

AG Report – Mr. Zigo reported that he has been in touch with leadership; will have more to report next month.

PTO Report – Mr. Scardino reported on the virtual sale for spirit wear; grandparents' day and upcoming fundraisers.

School Foundation Report – Dr. Carr had nothing to report.

CARE Report – Mr. String had nothing to report.

Marlton Recreational Field Report – Dr. Carr had nothing to report.

Pilesgrove Township Report – Mr. Carney reported for Dr. Haddad that Pilesgrove Township is collecting plastic bags to recycle for free Trex benches. There is a donation station at the ACME supermarket. Pilesgrove Township is considering stopping its Chipper service.

Woodstown Borough Report – Mrs. Chiarelli reported on the Borough's partnership with school.

AUDIENCE PARTICIPATION – Non-agenda Items. – An Upper Pittsgrove resident was in support of the message in the Upper Pittsgrove letter presented to the Board.

RECESS INTO EXECUTIVE SESSION I

The Open Public Meetings Act allows the Board to enter into executive session for confidential matters (N.J.S.A. 10:4-12b). Matters discussed in executive session will remain confidential until such time as the need for confidentiality no longer exists.

Motion that the Board of Education enter into executive session, by resolution, to discuss personnel/legal matters. It is expected that the executive session will last approximately 30 minutes. The Board will reconvene in open public session immediately following. Formal action may or may not be taken as a result of the executive session. 7:54 p.m.)

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr. – Yes

Robert Scardino – Yes

Jeffrey String – Yes

Shonta Thomas – Yes

Travis Zigo – Yes

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 8:45 p.m.

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris, Jr. – Yes
Robert Scardino – Yes
Jeffrey String – Yes
Shonta Thomas – Yes
Travis Zigo – Yes

MOTION OUT OF EXECUTIVE

Motion to accept the resignation of Virginia M. Grossman, Superintendent of Schools effective July 1, 2021, with regrets.

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes
Richard Carr – Yes
Maricia Chiarelli – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris, Jr. – Yes
Robert Scardino – Yes
Jeffrey String – Yes
Shonta Thomas – Yes
Travis Zigo – Yes

IMPORTANT DATES

March 11, 2021 – Work Session Meeting, 6:00 p.m. WRS with a virtual component.

March 18, 2021 – Regular Meeting, 7:00 p.m. WRS with a virtual component.

GOOD OF THE ORDER

Mr. Carney sends Dr. Haddad's family prayers with sympathies.

Mrs. Chiarelli stated that Mrs. Grossman is an outstanding leader and will be sorely missed.

ADJOURNMENT

Motion to adjourn this meeting at 8:52 p.m.

Motion made by: Robert Scardino

Motion seconded by: Michael Kinney

Voting

Nelson Carney – Yes
Richard Carr – Yes
Maricia Chiarelli – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris, Jr. – Yes
Robert Scardino – Yes
Jeffrey String – Yes
Shonta Thomas – Yes
Travis Zigo – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

Date

Signature SBA/BS