

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILES GROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, JUNE 24, 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 7:05 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, Mrs. Miller, Mr. Morris, and Mr. String.

Members absent: Dr. Haddad, Mr. Kinney, Mr. Scardino, Mrs. Thomas and Mr. Zigo.

Also Present: Mrs. Virginia M. Grossman, Superintendent of Schools and Mrs. Rose Wang Chin, School Business Administrator/Board Secretary.

Administrators Present: Mrs. Pessolano, Michelle Spaventa, Diane Cioffi and Chris Snyder.

SUPERINTENDENT'S REPORT

Mrs. Grossman reported on the following:

Recapped the 2020-2021 School Safety Data Presentation and gave a COVID update.

Thanked the Board for the honor to serve the district, community, teachers, staff, and students.

STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – On behalf of Ms. Cioffi, Ms. Pessolano introduced the Young Wolverine of the Month for May: Abby Marino

PRESENTATION – Michelle Williams gave a presentation on the Environmental Stream Sanctuary.

AUDIENCE PARTICIPATION (Agenda items only) – None

APPROVAL OF MINUTES

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

May 20, 2021 - Work Session and Executive Meeting Minutes.

May 27, 2021 - Regular and Executive Meeting Minutes

Motion made by: Maricia Chiarelli

Motion seconded by: Richard C. Morris Jr.

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr. – Yes

Jeffrey String – Yes

INSTRUCTION/CURRICULUM

Motion to approve the following as recommended by the Superintendent:

Professional Development - Approval of the following conferences for the 2021-2022 school year.

Staff	Building	Dates	Workshop/Conference	Location	Cost not to exceed
Pessolano, Allison	MS	11/4 /21-11/6/21	Presenter at AMLE 2021 National Conference	Louisville, KY	\$1,500 includes trans., meals, lodging
Micale, Kim	MS	11/4 /21-11/6/21	Presenter at AMLE 2021 National Conference	Louisville, KY	\$1,500 includes trans., meals, lodging

June 2021 High School field trip list. (see page___)

Membership in the New Jersey State Interscholastic Athletic Association (NJSIAA) for the 2021-2022 school year.

June 2021 Fundraiser list. (see page ___)

Harassment, Intimidation and Bullying report dated 5/27/21-6/17/21 and to provide notification letters as required to the parents/guardians advising that this information has been provided to the Board of Education.

Motion made by: Eileen C. Miller
Motion seconded by: Maricia Chiarelli

Voting

- Nelson Carney – Yes
- Richard Carr – Yes
- Maricia Chiarelli – Yes
- Eileen C. Miller – Yes
- Richard C. Morris, Jr. – Yes
- Jeffrey String – Yes

ADMINISTRATION/PERSONNEL

Motion to approve the following as recommended by the Superintendent:

New Staff as follows:

1-year contract for Steven Crispin as Interim Superintendent. NOTE: This has been approved by the Executive County Superintendent.

Steven Crispin as the Acting Business Administrator from 7/1/2021 through 9/30/2021.

Rose Chin as a consultant to the Business Administrator/Board Secretary from 7/1/2021 through 9/30/2021. Cost - \$69.27 per hour not to exceed 7 hours per week.

Extra Duty appointments as follows:

June 2021 High School extra duty list for the 2021-2022 school year. (see page ___)

June 2021 Athletic list for the 2021-2022 school year. (see page ___)

Deborah Lake for additional responsibilities in the Business Office from 7/1/2021 through 9/30/2021. Stipend - \$1,500.

Ginger Jones for additional responsibilities in the Business Office from 7/1/2021 through 9/30/2021. Stipend - \$1,500.

Lynn Hall for additional responsibilities in the Business Office from 7/1/2021 through 9/30/2021. Stipend - \$1,500.

Child Study Team summer list. (see page ___)

Summer 2021 Nursing and Counseling list. (see page ___)

June 2021 substitute list for the 2021-2022 school year. (see page ___)

June 2021 athletic volunteer list for the 2021-2022 school year. (see page ___)

Team Leader - Guidance PreK-12 job description.

Motion made by: Eileen C. Miller
Motion seconded by: Maricia Chiarelli

Voting

- Nelson Carney – Yes
- Richard Carr – Yes
- Maricia Chiarelli – Yes
- Eileen C. Miller – Yes
- Richard C. Morris, Jr. – Yes
- Jeffrey String – Yes

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

Retirement of Carol Kenvin, teacher, effective 3/1/2022.

Resignation of Danielle Vogelpohl as a cafeteria aide effective 6/18/2021.

Maternity leave of absence for Jennifer Hildebrand from approximately 10/18/21 through approximately 12/16/21.

New staff as follows:

Sheena Snitcher as a full time Achieve Teacher effective 9/1/2021. Salary - BS, Step 12 (\$64,954) NOTE: Salary is the same she is just moving to a new position.

Michelle Spaventa as the Middle School Principal effective 7/1/2021. Salary - \$106,800.

Extra Duty appointments as follows:

June 2021 Middle School extra duty list. (see page ___)

Middle School Summer 2021 Launch to Learn list. (see page ___)

Mary Shoemaker Summer 2021 Launch to Learn list. (see page ___)

Motion made by: Eileen C. Miller
Motion seconded by: Maricia Chiarelli

Voting

Nelson Carney – Yes
Richard Carr – Yes
Maricia Chiarelli – Yes
Eileen C. Miller – Yes
Jeffrey String – 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 April 30, 2021, 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 April 30, 2021, preliminary final Report of the Treasurer of School Funds for the 2020-2021 school year is in agreement with the April 30, 2021, 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 April 30, 2021, 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 May 2021, additional hand check payments for May 2021, and payment list for the month of June 2021.

Transfer of funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month of April 2021.

Additional financial reports as follows:

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

Motion made by: Eileen C. Miller
Motion seconded by: Maricia Chiarelli

Voting

Nelson Carney – Yes
Richard Carr – Yes
Maricia Chiarelli – Yes
Eileen C. Miller – Yes
Richard C. Morris, Jr. – Yes
Jeffrey String – Yes

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

Authorize the School Business Administrator to pay any and all bills up through June 30, 2021 that would affect the credit worthiness of the school district. This bill list would be submitted for approval at the next regular meeting scheduled for July 22, 2021.

Enter into a Child Study Team Shared Services Agreement between Woodstown-Pilesgrove Regional School District Board of Education with the Alloway School District, effective July 1, 2021 through June 30, 2022. Alloway will pay Woodstown for services provided under this agreement in the amount of \$94,653.00

Submission of the 2021-2022 McKinney-Vento (MV) Education of Homeless Children & Youth Continuation Year 2 of 3 (22-BR28-H02) grant application, as the MV Regional Lead Education Agency, managing the program in three (3) counties (Cumberland, Salem, and Cape May), in the amount of \$214,650.00.

Resolution to authorize the School Business Administrator to transfer Capital Reserve as follows:

WHEREAS, N.J.S.A. 6A:23A-14.4 et seq permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Woodstown-Pilesgrove Regional School District Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Woodstown-Pilesgrove Regional School District Board of Education has determined that up to \$500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED the Woodstown-Pilesgrove Regional School District Board of Education hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Resolution to authorize the School Business Administrator to transfer Maintenance Reserve as follows:

WHEREAS, N.J.S.A. 6A:23A-14.4 et seq permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Woodstown-Pilesgrove Regional School District Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and

WHEREAS, the Woodstown-Pilesgrove Regional School District Board of Education has determined that up to \$500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED, the Woodstown-Pilesgrove Regional School District Board of Education hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Resolution to authorize the School Business Administrator to transfer Tuition Reserve as follows:

WHEREAS, N.J.S.A. 6A:23A-14.4 permits a Board of Education, at any time, to establish a Tuition reserve account by board resolution; and,

WHEREAS, the account shall be established and held in accordance with GAAP and shall be subject to annual audit; and

WHEREAS, the funds in the Tuition reserve account shall be for up to 10 percent of the estimated tuition cost in the contract year for an anticipated tuition adjustment in the second year following the contract; and

NOW THEREFORE BE IT RESOLVED, the Woodstown-Pilesgrove Regional School District Board of Education hereby authorizes the district's School Business Administrator to establish said account consistent with all applicable laws and regulations in the amount of \$360,000.

Resolution directing the distribution of the Woodstown-Pilesgrove Regional School District Net Returned Surplus Funds held in Trust by the Gloucester, Cumberland, Salem School Districts JIF in the amount of \$4,875.00. (see page ___)

Request to withdraw from the district's 2020-2021 Maintenance Reserve account in the total amount of \$23,760.20 for the purpose of installing new plank flooring in the High School Main office proposal #25287 for the amount of \$11,304.43 & Guidance offices proposal #25288 for the amount of \$12,455.77. This work would include removal of the old carpet, floor prep, and installation of the new glued down plank flooring. This work will be completed by Commercial Interiors District Inc., which is a Co-Op of ESCNJ Contract #65MCECCPS Bid #19/20-05.

Submission of the IDEA Grant application for Fiscal Year 2022, and to accept the grant award of funds upon subsequent approval of the FY IDEA application, in the amount of \$317,083.00 for Basic and \$5,089.00 for Preschool.

E2E Exchange Services Agreement for the period beginning July 1, 2021 through June 30, 2022 in the amount of \$2,980.00 for Category One and \$1,250.00 for Category Two (3% of Category Two funding with a minimum of \$1,250.00)

Contract with Gloucester County Special Services School District (GCSSSD) to provided related services as needed for the 2021-2022 school year.

Recommend that the School Business Administrator be authorized to release payment, prior to the regular July Board of Education meeting, for invoices submitted by GraMin Consulting Services (GSC) related to the replacement of the fire alarm system at the Mary Shoemaker Elementary School. Invoices are for project development, NJDOE application and project management services from January 28, 2021 to June 30, 2021. The July payment will not exceed \$7,000. The total invoiced amount for GraMin for this project is on target to not exceed \$9,000.

Recommend that the School Business Administrator be authorized to release payment, prior to the regular July Board of Education meeting, for invoices submitted by RYEBREAD Architects related to the replacement of the fire alarm system at the Mary Shoemaker Elementary School. Invoices are for project development, design / construction drawings and project management services from January 3, 2021 to June 30, 2021. The July payment will not exceed \$22,000.00. The total invoiced amount for RYEBREAD for this project is on target to not exceed \$24,000.

Recommend that the School Business Administrator be authorized to release payment, prior to the regular July Board of Education meeting, for invoices submitted by DEC Electric related to the replacement of the fire alarm system at the Mary Shoemaker Elementary School. Invoices are for project construction costs. Application for payments are to be first authorized by the architect. DEC: The July

payment will not exceed \$310,000.00. The total contracted amount for DEC for this project is on target at \$368,517.81 (i.e., original contract sum of \$367,200.00 + change order \$1,317.81)

Recommend the acceptance of DEC Electric change order request #1 in the amount of \$1,317.81 to replace failed HVAC unit starter in the library of the Mary Shoemaker School. The current starter was found to be defective and must be replaced in order for the new system to properly shut down the library HVAC unit in the event of a fire in the unit or attached ductwork.

Contract with Salem County Special Services School District for the 2021-2022 Extended School Year program for the attendance of the listed students in the amount of \$5,000.00 per student plus a 1:1 aide if applicable in the amount of \$4,600.00as follows: (attachment)

NJSmart #7182903077 plus a 1:1 aide

NJSmart #1416288941 plus a 1:1 aide

Motion made by: Eileen C. Miller

Motion seconded by: Maricia Chiarelli

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr. – Yes

Jeffrey String – Yes

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

Contract with Salem County Special Services School District for the attendance of student NJSmart #7170363720, effective May 28, 2021 through the remainder of the 2020-2021 school year for 13 days in the amount of \$3,937.00.

Accept the following donations to the Middle School for the purchase of Mr. Softee Ice Cream for our students during their House Games on the last day of school. Funds will be deposited into the student activities account.

Lake House Restaurant - \$450.00

James and Sandi Lyons - \$400.00

Contract with Salem County Special Services School District for the 2021-2022 Extended School Year program for the attendance of the listed students in the amount of \$5,000.00 per student plus a 1:1 aide if applicable in the amount of \$4,600.00as follows: (attachment)

NJSmart #6053703191

NJSmart #7402363052

NJSmart #7170363720

NJSmart #8669004539

NJSmart #2384482013 plus a 1:1 aide

Motion made by: Maricia Chiarelli

Motion seconded by: Richard Carr

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Jeffrey String – Yes

ANNUAL APPOINTMENTS AND AFFIRMATIONS FOR THE 2021-2022 SCHOOL YEAR

Motion to approve the annual appointments and affirmations as recommended by the School Business Administrator for the 2021-2022 school year as follows:

Petty Cash

Steven Crispin, Interim Superintendent	\$100.00
Steven Crispin, Acting Business Administrator	\$200.00
Richard Senior, WHS Principal	\$150.00
Michelle Spaventa, WMS Principal	\$150.00
Diane Cioffi, MSS Principal	\$500.00
Diane Cioffi, WRECLC Principal	\$200.00
Tameka Matthews, CST Director	\$100.00
Joe Ursino, Athletic Director	\$100.00

Motion made by: Maricia Chiarelli

Motion seconded by: Eileen C. Miller

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr. – Yes

Jeffrey String – Yes

POLICY

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

Alert 223 Summary

- P 0131 Bylaws, Policies, and Regulations (Revised)
- P 1521 Educational Improvement Plans (M) (Abolished)
- P 1649 Federal Families First Coronavirus (COVID-19 Response Act (M) (Abolished)
- P 2421 Career and Technical Education (Revised)
- R 2421 Vocational - Technical Education (Abolished)
- P 3134 Assignment of Extra Duties (Revised)
- P 3142 Nonrenewal of Nontenured Teaching Staff Member (Revised)
- R 3142 Nonrenewal of Nontenured Teaching Staff Member (Revised)
- P 3221 Evaluation of Teachers (M) (Revised)
- R 3221 Evaluation of Teachers (M) (Revised)
- P 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- P 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P 4146 Nonrenewal of Nontenured Support Staff Member (Revised)
- R 4146 Nonrenewal of Nontenured Support Staff Member (Revised)
- P 5460.02 Bridge Year Pilot Program (M) (New)
- R 5460.02 Bridge Year Pilot Program (M) (New)
- P 6471 School District Travel (M) (Revised)
- R 6471 School District Travel (M) (Revised)
- P 8561 Procurement Procedures for School Nutrition Programs (M) (Revised)

Additional Policies and Regulations for update (not part of Alert 223)

- P 1110 Organization Chart (Revised)
- P 5111 Eligibility of Resident NonResident Students (Revised)
- P 5410 Promotion and Retention (M) (Revised)
- R 5410 Promotion and Retention (M) (New)
- R 5420 Reporting Student Progress (New)

Motion made by: Maricia Chiarelli

Motion seconded by: Eileen C. Miller

Voting

- Nelson Carney – Yes
- Richard Carr – Yes
- Maricia Chiarelli – Yes
- Eileen C. Miller – Yes
- Richard C. Morris, Jr. – Yes
- Jeffrey String – Yes

OLD BUSINESS – None.

NEW BUSINESS – Mrs. Grossman invited Mr. Crispin, Interim Superintendent, to join her and the Board members at the Board table.

REPORTS

Rose Chin, School Business Administrator gave updates on the following: (recap of Work Session report)
NJ Department of Agriculture’s clean audit (no CAP) re: the Procurement Review of Woodstown’s Food Service program.

Rationale for the BA Office recommendation (roles and responsibilities) during the months of July, August, and September 2021.

- Steve Crispin will be Acting BA
- Rose Chin will be a consultant; up to 1 day per week
- Goal: to ensure a smooth transition

Positive May 2021 cafeteria performance.

Report to Board on School District Contracts.

BOARD REPORTS – were provided at the Work Session meeting.

AUDIENCE PARTICIPATION (Non-Agenda items only)

Community members voiced their opinions and seek clarification on mask wearing, NJDOE’s curriculum (e.g., critical race theory), and reopening plan in September 2021.

IMPORTANT DATES

- July 22, 2021 – Work Session and Regular Meeting, 6:00 p.m. at WRS MPR with a virtual component.
- August 26, 2021 – Work Session and Regular Meeting, 6:00 p.m. at WRS MPR with a virtual component.

GOOD OF THE ORDER

Mr. Carney thanked everyone for their acts of kindness and support during his family incident.

Mr. Morris thanked Mrs. Grossman and Mrs. Chin for their service to the district.

ADJOURNMENT

Motion to adjourn this meeting at 8:05 p.m.

Motion made by: Richard C. Morris, Jr.

Motion seconded by: Eileen C. Miller

Voting

Nelson Carney – Yes

Richard Carr – Yes

Maricia Chiarelli – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr. – Yes

Jeffrey String – Yes

Respectfully submitted,

Mrs. Rose Wang Chin
SBA/BS

Approved by Motion of the Board

Date

Signature SBA/BS