

MINUTES OF THE REGULAR MEETING OF THE WOODSTOWN-PILESGROVE BOARD OF EDUCATION HELD ON THURSDAY EVENING, DECEMBER 16, 2021 AT 6:30 P.M. THE MEETING WAS HELD AT THE WOODSTOWN HIGH SCHOOL CAFETERIA, 140 EAST AVENUE, WOODSTOWN, AND REMOTELY THROUGH GOOGLE HANGOUTS.

CALL TO ORDER

Mr. Carney, Board President, called the meeting to order at 6:30 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: Nelson Carney, Maricia Chiarelli, Victoria Haddad, Michael Kinney, Eileen C. Miller, Richard C. Morris, Jr., Shonta Thomas, Jeffrey String (arrived at 7:35 p.m.), and Travis Zigo.

Members absent: Richard Carr and Robert Scardino.

Also Present: Steven Crispin, Interim Superintendent, Shannon DuBois-Brody, School Business Administrator/Board Secretary and Alicia D'Anella, Attorney from Parker McCay (arrived at 7:40 p.m.)

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. 6:33 p.m.

Motion made by: Maricia Chiarelli

Motion seconded by: Eileen C. Miller

Hand Vote

Nelson Carney – Yes

Maricia Chiarelli – Yes

Victoria Haddad – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Shonta Thomas – Yes

Travis Zigo – Yes

Motion Carried 8-0-0

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 7:00 p.m.

Motion made by: Eileen C. Miller

Motion seconded by: Maricia Chiarelli

Hand Vote

Nelson Carney – Yes

Maricia Chiarelli – Yes

Victoria Haddad – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Shonta Thomas – Yes

Travis Zigo – Yes

Motion Carried 8-0-0

STUDENT RECOGNITION

Mary Shoemaker School Young Wolverines of the Month – Ms. Cioffi, Principal, introduced the Young Wolverines of the Month for December: Blake Meyers and Zuleyma Tepole.

Woodstown Middle School Junior Wolverines of the Month – Ms. Spaventa, Principal, introduced the Junior Wolverines of the Month for December: Connor Haney and Alyssa Berr.

Woodstown High School Wolverines of the Month – Mr. Senor, Principal, introduced and Wolverines of the Month for December: Emilija Caunitis and Andrew Clemente.

AUDIENCE PARTICIPATION - None

SUPERINTENDENT’S REPORT

Mr. Crispin discussed the following:

- HS/MS Media Center – Would like to enhance the area and will be discussed further in January.
- Tennis Courts – Need serious consideration of updating. Encouraged board members to stop out at facility for firsthand view of condition of the courts.
- Mary Shoemaker School HVAC – An ad-hoc committee may be necessary to provide the board with a recommendation on how to proceed.
- COVID Guidelines – The State significantly pushed back guidelines. The district is seeking guidance.

APPROVAL OF MINUTES

Motion to approve the following minutes as recommended by the School Business Administrator:
November 18, 2021 - Regular Meeting and Executive Session Minutes

Motion made by: Richard C. Morris, Jr.

Motion seconded by: Maricia Chiarelli

Hand Vote

- Nelson Carney – Yes
 - Maricia Chiarelli – Yes
 - Victoria Haddad – Yes
 - Michael Kinney – Yes
 - Eileen C. Miller – Yes
 - Richard C. Morris, Jr., - Yes
 - Shonta Thomas – Yes
 - Travis Zigo – Yes
- Motion Carried 8-0-0

INSTRUCTION/CURRICULUM

Motion to approve the following as recommended by the Superintendent:
Approval of the Sunday System for reading intervention. Cost - \$41,320.

Professional Development as follows:

Tiffany Roback to attend the NJASA Techspo '22 in Atlantic City from 1/26/22 through 1/27/22. Total cost including registration, mileage, tolls and lodging not to exceed \$770 (She is only staying 2 nights). NOTE: This is an event she has attended every year to further the technology in the district.

Karlyle Adams to attend the NJASA Techspo '22 in Atlantic City from 1/26/22 through 1/28/22. Total cost including registration, mileage, tolls and lodging not to exceed \$881 (He is staying all 3 nights). NOTE This is an event he has attended every year to further the technology in the district.

High School December field trip list. (see page ___)

District December fundraiser list. (see page ___)

Harassment, Intimidation and Bullying report dated 11/11/2021 - 12/09/2021 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

Roll Call Vote

- Nelson Carney – Yes
 - Maricia Chiarelli – Yes
 - Victoria Haddad – Yes
 - Michael Kinney – Yes
 - Eileen C. Miller – Yes
 - Richard C. Morris, Jr., - Yes
 - Shonta Thomas – Yes
 - Travis Zigo – Yes
- Motion Carried 8-0-0

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

Addendum for the Early Childhood Handle with Care Program.

Professional Development as follows:

Staff	Building	Dates	Workshop/Conference	Location	Cost not to exceed
Nowmos, Christine	MSS & ECLC	2/24/2022 - 2/26/2022	NJMEA 2022 State Conference	Atlantic City Convention Center	\$130

Motion made by: Eileen C. Miller
Motion seconded by: Maricia Chiarelli
Roll Call Vote
Nelson Carney – Yes
Maricia Chiarelli – Yes
Victoria Haddad – Yes
Eileen C. Miller – Yes
Shonta Thomas – Yes
Travis Zigo – Yes
Motion Carried 6-0-0

ADMINISTRATION/PERSONNEL

Motion to approve the following as recommended by the Superintendent:
Accept the retirement of Dave Schultze, Custodian, effective 7/1/2022.

Leaves of Absence as follows:

Maternity leave of absence for Ashley Rybynski from approximately 5/13/2022 through 6/30/2022.

Maternity leave of absence for Ashley Rybynski from 9/1/2022 through 11/28/2022.

Extension of a medical leave of absence for Susan Mesogianes to 2/18/2022.

Medical leave of absence for Coleen Coombs from 1/3/2022 through approximately 1/21/2022.

Extra Duty Appointments as follows:

High School extra duty list for December 2021. (see page ___)

Athletic extra duty list for December 2021. (see page ___)

Curriculum extra duty list for December 2021. (see page ___)

McKinney-Vento extra duty list for December 2021. (see page ___)

Homebound extra duty list for December 2021. (see page ___)

Nan Hathaway as the Graduation Coach at the High School. Salary - up to 12 hours per week x \$32 per hour. Effective date to be determined.

Substitutes as follows:

Substitute list for December 2021. (see page ___)

Extension of Nicole Hitchner as a substitute secretary in the High School to 2/18/2022.

Volunteers as follows:

High School tier 2 Volunteer list for December 2021. (see page ___)

Motion made by: Richard C. Morris, Jr.
Motion seconded by: Eileen C. Miller
Roll Call Vote
Nelson Carney – Yes
Maricia Chiarelli – Yes
Victoria Haddad – Yes
Michael Kinney – Yes
Eileen C. Miller – Yes
Richard C. Morris, Jr., - Yes
Shonta Thomas – Yes
Travis Zigo – Yes
Motion Carried 8-0-0

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

Rescind the appointment of Katrina Hickman as a Cafeteria Aide at the Mary Shoemaker School.

Leaves of Absence as follows:

Extension of a maternity leave of absence for Jennifer Hildebrand through 3/4/2022.

Maternity leave of absence for Julie Smythe from approximately 3/21/2022 through 6/30/2022.

Maternity leave of absence for Elizabeth DiRusso to begin on 12/13/2022 through 6/30/2022.

New Staff/Positions as follows:

New PreK-3 Students with Disabilities Teacher position at the William Roper School.

Shaylen Hall as a Cafeteria Aide at the Mary Shoemaker School effective date to be determined. Salary - 2.5 hours/day at \$13 per hour.

Aaliyah Mayers as a Cafeteria Aide at the Mary Shoemaker School effective date to be determined. Salary - 2.5 hours/day at \$13 per hour.

Amanda Joyce as a Special Education Teacher at the Middle School effective to be determined. Salary - MA, Step 8 (\$60,204) pro-rated to start date.

Dominique Lieze as a Part Time Achieve Teacher at the Mary Shoemaker School effective to be determined. Salary - BA, Step 1 (\$54,453) pro-rated to start date.

Extra Duty Appointments as follows:

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

Mary Shoemaker extra duty list for December 2021. (see page ___)

William Roper extra duty list for December 2021. (see page ___)

Jamie Morgan, one day's pay (MSS Achieve Teacher 20/21 SY), for the change in teaching assignment to Grade 4 Teacher. This change occurred prior to August 30th for the 2021-2022 school year due to extenuating circumstances. This is a non-precedent setting change.

Substitutes as follows:

Jeffrey Thomas as a long term substitute at the Middle School for up to 40 days, with possible County approval to 60 days. Start date to be determined.

Volunteers as follows:

Middle School tier 2 volunteer list for December 2021. (see page ___)

Motion made by: Eileen C. Miller

Motion seconded by: Maricia Chiarelli

Roll Call Vote

Nelson Carney – Yes

Maricia Chiarelli – Yes

Victoria Haddad – Yes

Eileen C. Miller – Yes

Shonta Thomas – Yes

Travis Zigo – Yes

Motion Carried 6-0-0

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 October 31, 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 October 31, 2021, preliminary final Report of the Treasurer of School Funds for the 2021-2022 school year is in agreement with the October 31, 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 October 31, 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 November 2021, hand check payments for November 2021, and payment list for the month of December 2021.

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

Additional financial reports as follows:

Student Activities and Athletics for the month of November 2021.

Scholarships for the month of November 2021.

Odyssey of the Mind for the month of November 2021.

Cafeteria Report for the months of October 2021.

Woodstown Community School for the month of November 2021.

Motion made by: Eileen C. Miller

Motion seconded by: Maricia Chiarelli

Roll Call Vote

Nelson Carney – Yes

Maricia Chiarelli – Yes

Victoria Haddad – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Shonta Thomas – Yes

Travis Zigo – Yes

Motion Carried 8-0-0

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

Contract with the State of New Jersey, Department of Children and Families for the reimbursement of tuition to the Woodstown-Pilesgrove Regional School District for the 2021-2022 school year.

Authorization of RYEBREAD to provide professional services for developing budgets for potential capital projects in the district on a time and material basis per conditions of the 2021-2022 Architect of Record Agreement and the attached Schedule of Fees.

Use of Facilities requests as of December 2021. (see page ___)

Amendment to the ARP-IDEA Grant for FY 2022 with the following transfers:

Basic: \$410.00 from 20-223-100-600-05-000 to 20-223-200-500-05-000
\$5,381.00 from 20-223-200-600-05-000 to 20-223-200-500-05-000

Preschool: \$245.00 from 20-224-200-600-05-000 to 20-224-100-600-05-000
\$1,500.00 from 20-224-200-500-05-000 to 20-224-100-600-05-000

Authorization to purchase a 10 ft. x 10 ft. storage shed kit and/or materials to store field hockey equipment at a cost not to exceed \$1,700.00. The shed will be installed on the side of the field hockey field as per the attached map. This purchase will be made with the field hockey student activity funds and the shed constructed and installed by the District's Buildings and Grounds Department.

Title I Instructor salaries for the 2021-2022 school year. (see page ___)

Contract with Sterling High School for the attendance of student NJSmart # 6860195545, beginning December 9, 2021, through the remainder of the 2021-2022 school year in the amount of \$9,541.61, prorated to 118 days.

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

Hand Vote

- Nelson Carney – Yes
 - Maricia Chiarelli – Yes
 - Victoria Haddad – Yes
 - Michael Kinney – Yes
 - Eileen C. Miller – Yes
 - Richard C. Morris, Jr., - Yes
 - Shonta Thomas – Yes
 - Travis Zigo – Yes
- Motion Carried 8-0-0

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

Contract with Pineland Learning Center for the attendance of student NJSmart #7402363052, effective October 28, 2021, in the amount of \$45,530.00 for 145 days, for the remainder of the 2021-2022 school year.

Contract with Durand Inc., for the attendance of student NJSmart #9921212903, effective January 3, 2022, in the amount of \$39,585.70 for 106 days plus a 1:1 aide in the amount of \$19,080.00, for the remainder of the 2021-2022 school year.

Addendum to route SLC-3 retroactive to November 1, 2021, for the addition of one bus aide at \$50.00 per diem for 162 days at an increased cost to the route of \$8,100.00. This cost is funded by the Preschool Education Aid (PEA).

Addendum to route SLC-7 retroactive to November 1, 2021, for the addition of one bus aide at \$50.00 per diem for 162 days at an increased cost to the route of \$8,100.00. The cost is funded by the Preschool Education Aid (PEA).

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

Hand Vote

- Nelson Carney – Yes
 - Maricia Chiarelli – Yes
 - Victoria Haddad – Yes
 - Eileen C. Miller – Yes
 - Shonta Thomas – Yes
 - Travis Zigo – Yes
- Motion Carried 6-0-0

OLD BUSINESS – None

NEW BUSINESS – The Board thanked Nelson Carney and Shonta Thomas for their time served on the Board of Education and presented each with a gift.

REPORTS

- Mrs. DuBois-Brody, School Business Administrator, commented on the following:
 - November Election Results – The official results of the election are now available.
 - Driver's Ed Car – The new car has been received.
 - Nutri-Serve Monthly Update – Supply availability continues to be a challenge.

Ad-Hoc Committee – Mrs. Chiarelli updated the Board on Policy 2422 – Comprehensive Health & Physical Education. They are taking their time to ensure due diligence.

Administrators – Written reports from administrators were available for review.

Building Reports – The following reports were available for review:
Enrollments for the month of November
Fire/Security Drills for the month of November

Mr. String joined the meeting at 7:35 p.m.

BOARD REPORTS

President – Nelson Carney – No report.

Sending Districts

Upper Pittsgrove Township – Michael Kinney shared the ongoing projects of ceiling tile replacement and brick pointing.

Alloway Township -- Richard Morris Jr., shared COVID challenges and quarantines facing the district.

Liaison Reports

NJSBA Delegate Report – Eileen Miller/Victoria Haddad – Mrs. Miller shared that NJSBA will begin to focus on areas other than COVID as they prepare to get regular activities back up and running.

SACC Report – Shonta Thomas – Nothing to report.

AG Report – Maricia Chiarelli/Travis Zigo – Mrs. Chiarelli shared a successful pie baking fundraiser, as well as 2022 conventions and competitions coming up.

PTO Report – Robert Scardino/Travis Zigo – Mr. Scardino reported a successful Fun with Santa, the Krispy Kreme Donut fundraiser pick-up is today and Disney on Ice is coming up soon. No official meeting in December.

School Foundation Report – Richard Carr – Nothing to report.

CARE Report – Jeffrey String – Nothing to report.

Marlton Recreational Field Report – Richard Carr – Nothing to report.

Pilesgrove Township Report – Victoria Haddad/Jeffrey String

Dr. Haddad reported on the Industrial hearing scheduled for December 15th. Investor is seeking to build on 150 acres. The hearing was tabled until January due to large attendance which exceeded fire capacity.

Mr. String reported that the Industrial proposal for Route 40 was approved on December 15th.

Woodstown Borough Report – Maricia Chiarelli – Pedestrian safety is a big topic and are looking for ways to mitigate. Woodstown by Candlelight was very successful. Mr. Carney stated that trash/recycling will be picked up the same weekday now.

AUDIENCE PARTICIPATION (Non-Agenda items only)

Lisa Quirk – Level IV Grievance – Mrs. Quirk read aloud Grievances 1 through 6 and feels it is a district decision.

RECESS INTO EXECUTIVE SESSION II

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. 8:01 p.m.

Motion made by: Eileen C. Miller

Motion seconded by: Maricia Chiarelli

Hand Vote

Nelson Carney – Yes

Maricia Chiarelli – Yes

Victoria Haddad – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Shonta Thomas – Yes

Jeffrey String – Yes

Travis Zigo – Yes

Motion Carried 9-0-0

Mr. Crispin excused himself from the meeting at 8:01 p.m.

RESUMPTION OF PUBLIC PORTION OF THE MEETING

Motion to resume the public portion of the meeting at 9:03 p.m.

Motion made by: Richard C. Morris, Jr.

Motion seconded by: Michael Kinney

Hand Vote

Nelson Carney – Yes

Maricia Chiarelli – Yes

Victoria Haddad – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Shonta Thomas – Yes

Jeffrey String – Yes

Travis Zigo – Yes

Motion Carried 9-0-0

MOTION OUT OF EXECUTIVE

Motion that the Board of Education deny Lisa Quirk's grievances 1 through 6.

Motion made by: Michael Kinney

Motion seconded by: Shonta Thomas

Hand Vote

Nelson Carney – Yes

Maricia Chiarelli – Yes

Victoria Haddad – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Shonta Thomas – Yes

Jeffrey String – Yes

Travis Zigo – Yes

Motion Carried 9-0-0

IMPORTANT DATES

January 6, 2022 – Reorganization Meeting, 6:30 p.m. at WRS MPR with a virtual component.

January 20, 2022 - Regular Meeting, 6:30 p.m. at High School Cafeteria with a virtual component.

GOOD OF THE ORDER – None

ADJOURNMENT

Motion to adjourn this meeting at 9:05 p.m.

Motion made by: Eileen C. Miller

Motion seconded by: Michael Kinney

Hand Vote

Nelson Carney – Yes

Maricia Chiarelli – Yes

Victoria Haddad – Yes

Michael Kinney – Yes

Eileen C. Miller – Yes

Richard C. Morris, Jr., - Yes

Shonta Thomas – Yes

Jeffrey String – Yes

Travis Zigo – Yes

Motion Carried 9-0-0

Respectfully submitted,

Mrs. Shannon DuBois-Brody
SBA/BS

Approved by Motion of the Board

Date

Signature SBA/BS