



# KINGSWAY REGIONAL SCHOOL DISTRICT

## Regular Meeting of the Board of Education

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Date: March 19, 2020  
Time: 7:00 p.m.  
Location: High School Cafeteria, East  
201 Kings Highway  
Woolwich Twp., NJ 08085

### A. Open Meeting

#### Roll Call

James Mueller, Lauren Boerlin, Michele A Blair, Frank Donnelly, Deborah Cunningham, Pamela Roney, Christie Comerford, Marilyn O'Rourke-Young

Meeting called to order at 7:00 PM

Pledge of Allegiance

### B. Student Recognition

### C. Staff Recognition

### D. Public Participation

Procedural: 1. Public Comment

### E. Presentations

Information: 1. Mr. Schimpf, Tentative School Budget

### F. Executive Session

Action: 1. Executive Session In

Motion by Lauren Boerlin, second by Deborah Cunningham.

BE IT RESOLVED that the Kingsway Regional School District Board of Education desires to hold a closed Executive Conference Session at 7:02 p.m. prevailing time, for approximately 10 minutes as follows:  
Personnel

Final Resolution: Motion Carries

Yes: James Mueller, Lauren Boerlin, Michele A Blair, Frank Donnelly, Deborah Cunningham, Pamela Roney, Christie Comerford, Marilyn O'Rourke-Young

Action: 2. Executive Session Out

Motion by Lauren Boerlin, second by Deborah Cunningham.

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BE IT RESOLVED, that the Kingsway Regional School District Board of Education adjourn executive session and reconvene the public meeting at 7:20 p.m.

Final Resolution: Motion Carries

Yes: James Mueller, Lauren Boerlin, Michele A Blair, Frank Donnelly, Deborah Cunningham, Pamela Roney, Christie Comerford, Marilyn O'Rourke-Young

G. Approval of Minutes

Action: 1. Minutes

Motion by Lauren Boerlin, second by Marilyn O'Rourke-Young.

Resolved, that the Kingsway Regional School District Board of Education approve the minutes of the following meeting(s):

February 20, 2020, Work Meeting

Final Resolution: Motion Carries

Yes: James Mueller, Lauren Boerlin, Michele A Blair, Frank Donnelly, Deborah Cunningham, Pamela Roney, Christie Comerford, Marilyn O'Rourke-Young

H. Correspondence

I. Approval of Action Items

Action (Consent): 1. Approval of Action Items

Motion by Lauren Boerlin, second by Deborah Cunningham.

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve J1 – J9, K1 – K10, and M1- M8 as follows:

J. Personnel

Action (Consent): 1. Appointments and Reappointments

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the appointment(s) of the following staff member(s), as recommended by the Superintendent of Schools, contingent upon criminal history review clearance and issuance of appropriate certification(s) where applicable: All certified personnel are approved for Home Instruction on an as needed basis.

Name	Position	Department (Location)	Compensation	Reason	Effective Date
Derrick Brewer	Long Term Substitute Teacher of Science (Biology)	Middle School	\$258/day (BA/1) no benefits	Replacing Christian Lynch	03/20/2020-06/22/2020 pending certification and criminal history review
Denise Terpolilli	Long Term Substitute Teacher of Health and Physical Education	High School	\$120 per day for days 1-60, days 61+ \$258 per day (BA/1) no benefits	Leave for Sara Bruce	03/20/2020-06/22/2020 pending certification and criminal history review
Megan Balinge	Long Term Substitute Teacher of English	High School	\$120 per day for days 1-60, days 61+ \$258 per day (BA/1) no benefits	Leave for Katherine Bond	04/13/2020-06/22/2020 pending certification and criminal history review



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Name	Position	Department (Location)	Compensation	Reason	Effective Date
					(Start date may be adjusted pending status of school closure)
Lisa Domeracki	Custodian	High School	\$35,800 Step 7	Replacing John Herman	04/20/2020 pending criminal history review

**Action (Consent): 2. Resignations, Retirements and Terminations**

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the resignations, retirements and terminations, as recommended by the Superintendent of Schools:

Name	Position	Department (Location)	Reason	Effective Date	Years of Service
Anna Marie Bittmann	General Worker	Cafeteria	Resignation	03/23/2020	14 years of service

**Action (Consent): 3. Employment - Schedule "B", Staff Workers, Unpaid Volunteers**

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Schedule "B" appointments, event staff workers and unpaid volunteers, as recommended by the Superintendent of Schools:

Name	Position	School/ Location	Compensation	Reason	Effective Date
Anthony Esposito	Adjunct Volunteer Baseball Coach Tier II	High School	\$0	Head Coaches Request	03/20/2020-06/30/2020 pending criminal history
Christian Gretz	Adjunct Volunteer Lacrosse Coach	High School	\$0	Head Coaches Request	03/20/2020-06/30/2020
Gabe Lombardi	Adjunct Volunteer Lacrosse Coach	High School	\$0	Head Coaches Request	03/20/2020-06/30/2020
Edwin Trill	Adjunct Volunteer Lacrosse Coach	High School	\$0	Head Coaches Request	03/20/2020-06/30/2020
Sam Trill	Adjunct Volunteer Lacrosse Coach	High School	\$0	Head Coaches Request	03/20/2020-06/30/2020
Stephanie Lappen	Volunteer Softball Coach	High School	\$0	Head Coaches Request	03/20/2020, 03/07/2020
Christina Ludlam	Athletic Trainer Substitute	High School	\$37/hr	As Needed	02/20/2020-06/30/2020 Ratify and Affirm



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Name	Position	School/ Location	Compensation	Reason	Effective Date
Zachary Van Der Wall	Cultures Club Advisor	Middle School	\$971	vacancy	03/20/2020-06/30/2020

**Action (Consent): 4. Employment - Substitutes**

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the following substitutes, as recommended by the Superintendent of Schools:

Name	Position	School/ Location	Compensation	Reason	Effective Date
Raniah Beatty	Substitute General Worker - Cafeteria	District	\$11/hr.	As needed	03/20/2020 pending criminal history review

**Action (Consent): 5. Leaves of Absence**

Resolved that the Kingsway Regional School District Board of Education approve the leaves of absence(s), as recommended by the Superintendent of Schools:

Name	Position	Location	Reason	Effective Date
Sara Bruce	Teacher of Health and Physical Education	High School	Revised medical leave (originally 04/13/2020-08/31/2020, returning 09/01/2020)	02/24/2020-05/01/2020, returning 05/04/2020 (utilizing 35 sick days running concurrent with 35 FLMA days) Ratify and Affirm
Melanie Jones	General Worker-Cafeteria	High School	medical leave	02/24/2020-03/24/2020, returning 03/25/2020 pending physician clearance (utilizing 22 sick days running concurrent with 22 FLMA days) Ratify & Affirm

**Action (Consent): 6. Practicum, Student Teachers, Visitation, and Internships**

BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the Practicum, Student Teachers, Visitation and Internships, as recommended by the Superintendent of Schools:

Student Name	Institution	Reason	Cooperating Teacher	Date of Placement	Grade	Subject
Christopher Lacy	Rowan University	Student Teaching Clinical Practice	Sean (Michael) Dunn	9/1/2020-12/9/2020 & 1/19/2021-5/7/2021	9-12	Social Studies
Griffin Schmidt	Rowan University	Student Teaching Clinical Practice	Dave Stanton	9/1/2020-12/9/2020 & 1/19/2021-5/7/2021	9-12	Social Studies
Melanie Springer	Rowan University	Clinical Practice Internship	Katie Fransko	7/6/2020-8/7/2020	9-12	ESY Module 6



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**Action (Consent): 7. Job Description(s) Approvals/Revisions**

Resolved that the Kingsway Regional School District Board of Education approve the Job Description(s), as recommended by the Superintendent of Schools, for Social Emotional Counselor

**Action (Consent): 8. Employee Resignation**

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the resignation of employee #5589 effective April 15, 2020.

**Action (Consent): 9. Separation Agreement**

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the Confidential Separation Agreement and General Release of Employee #5589.

**K. Finance**

**Action (Consent): 1. Budget Line Item Transfers**

Resolved that the Kingsway Regional School District Board of Education ratify the line item transfers listed below for the 2019-2020 fiscal year as recommended by the Superintendent of Schools:

To Account	From Account	Amount	Justification	
11-000-263-610-20-054	11-000-291-270-70-057	\$6500	Plow for Truck, Maintenance Supplies	
11-000-261-420-20-052	11-000-291-270-70-057	\$3000		
11-000-261-610-20-062	11-000-291-270-70-057	\$4000		
11-000-100-567-50-044	11-000-216-320-20-044	\$17303	Out of District Placement	
11-000-100-567-50-044	11-000-217-600-10-044	\$2983		
11-000-100-567-50-044	11-000-219-580-20-044	\$1690		
11-000-100-567-50-044	11-000-221-104-20-045	\$3464		
11-000-219-390-20-044	11-000-216-321-10-044	\$5120	Digitize CST Records	
11-000-219-390-20-044	11-000-100-564-50-044	\$1753		
11-000-270-514-80-056	11-000-291-270-70-057	\$48500	Student Transportation and Out of District Tuition	
11-000-100-566-50-044	11-000-291-270-70-057	\$28000		
11-190-100-610-20-048-050	11-190-100-800-20-048-050	\$1500	STEAM Night Supplies	
11-219-100-320-20-044	11-150-100-320-20-043	\$5000	Home Instruction, Out of District Placement	
11-219-100-320-20-044	11-150-100-101-20-015	\$6500		
11-219-100-566-50-044	11-000-291-270-70-057	\$20000		
11-150-100-101-XX-015	11-000-291-270-70-057	\$4850	Home Instruction, Custodial Supplies	
11-000-262-100-20-010	11-000-291-270-70-057	\$25700		
11-000-266-100-20-010	11-000-291-270-70-057	\$3200		
11-000-217-100-20-013	11-000-216-320-10-010	\$800	Behavioral Tech Services, Secretarial Substitutes, Student Transportation Services, Teacher Salaries and Fuel Tank Replacement	
11-000-217-320-20-044	11-000-216-320-10-044	\$20700		
11-000-219-105-10-010	11-000-218-105-10-XXX	\$9700		
11-000-240-105-20-012	11-000-240-103-20-010	\$13000		
11-000-251-100-70-010	11-000-252-100-10-010	\$7000		
11-000-270-514-80-056	11-000-270-515-80-056	\$15		
11-140-100-101-20-012	11-130-100-101-10-010	\$22000		
11-213-100-106-10-010	11-213-100-101-10-010	\$2751		
12-000-270-732-80-056	11-000-270-161-80-016	\$8975		
11-000-213-580-100-41-060	11-000-213-600-100-41-060	\$125		Nurse recertification and NJ Immunization Conference



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To Account	From Account	Amount	Justification
11-000-261-420-20-062	11-000-291-270-70-057	\$9500	Sewer Pump Replacement
11-213-100-580-20-032	11-213-100-580-10-032	\$600	Professional Development
11-000-251-340-70-042	11-222-251-330-70-050	\$1000	Job Postings
11-000-251-340-70-042	11-000-251-580-70-050	\$1200	
11-402-100-600-20-074-050	11-402-100-600-20-071-050	\$2629	Softball Uniforms
11-000-261-100-70-057	11-000-262-100-10-010	\$2187	Vacation Payout at Retirement,
11-000-270-515-80-056	11-000-270-593-80-056	\$400	Transportation Jointure,
11-000-261-100-20-011	11-000-262-520-90-050	\$4500	Maintenance OT
11-000-222-600-10-046-060	11-000-222-580-10-046-050	\$75	Chairs for Media Center
11-000-222-600-10-046-060	11-000-223-580-20-022-050	\$1065	
11-000-222-600-10-046-060	11-190-100-340-10-022-060	\$300	
11-000-222-600-10-046-060	11-190-100-610-20-022-060	\$1492	
11-000-213-300-10-041	11-190-100-610-10-021	\$60	Drug Testing
11-401-100-610-10-087	11-402-100-600-10-085	\$219	Robotics Kits
11-401-100-600-10-087	11-000-270-512-10-049	\$500	
11-401-100-600-10-087	11-000-240-600-10-049	\$700	
11-000-222-600-10-046	11-190-100-610-10-021	\$1000	Library Furniture
11-000-263-610-20-054	11-000-291-270-70-057	\$2500	Grounds and Maintenance
11-000-263-420-20-054	11-000-291-270-70-057	\$2500	Supplies and Repairs
11-000-263-420-20-054	11-000-291-270-70-057	\$400	
11-000-261-420-20-052	11-000-291-270-70-057	\$27000	
11-190-100-610-10-051	12-000-252-730-60-051	\$2200	Printer Toner Overages
11-190-100-610-20-051	12-000-252-730-60-051	\$2200	
11-000-262-590-20-053	11-000-262-621-20-050	\$3600	Indoor Air Testing
11-402-100-500-20-075-050	11-402-100-500-20-070-050	359	Swim and Dive Fees

**Action (Consent): 2. Payment of Claims**

Resolved that the Kingsway Regional School District Board of Education certified the list of claims as set forth on the bill list dated 2/20/2020 for goods received and services rendered by approved for payment in the amount of \$172,022.95.

Resolved that the Kingsway Regional School District Board of Education certified the list of claims as set forth on the bill list dated 2/27/2020 for goods received and services rendered by approved for payment in the amount of \$1,082.00.

Resolved that the Kingsway Regional School District Board of Education certified the list of claims as set forth on the bill list dated 3/18/2020 for goods received and services rendered by approved for payment in the amount of \$1,301,742.62.

Resolved that the Kingsway Regional School District Board of Education certified list of claims as set forth on the bill list dated 02/28/2020 for goods received and services rendered by approved for payment in the amount of \$1,301,742.62.(Payroll)



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Action (Consent): 3. Board Secretary's Certification

Pursuant to N.J.A.C. 6:23-22.12(c)3, the Board Secretary hereby certifies that as of February 29, 2020 the total of encumbrances and expenditures for each line item account do not exceed the line item appropriation established by the Board of Education.

Action (Consent): 4. Receipt and Acceptance of Monthly Board Secretary's Report

Resolved that the Kingsway Regional School District Board of Education accept as filed the Business Administrator/Board Secretary's financial report as of January 31, 2020, and;

Be it further resolved that pursuant to N.J.A.C 6A:23-2.11(c)4 no major account or fund has been over expended as of January 31, 2020 based upon the Board Secretary's certification and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

Action (Consent): 5. Receipt and Acceptance of Student Activity and Athletic Account Financial Reports

Resolved that the Kingsway Regional School District Board of Education accept as filed the Kingsway Regional Middle School Student Activities financial report for the period ending February 29, 2020.

Resolved that the Kingsway Regional School District Board of Education accept as filed the Kingsway Regional High School Student Activities financial report for the period ending February 29, 2020.

Resolved that the Kingsway Regional School District Board of Education accept as filed the Kingsway Regional School District Athletic Account financial report for the period ending February 29, 2020.

Action (Consent): 6. Adoption of the 2010-2021 Tentative Budget

BE IT RESOLVED. That the Kingsway Regional School District Board of Education approve and authorize the submission of the 2020-2021 tentative budget a follows to the Executive County Superintendent of Schools:

General Fund (10)	\$42,898,609
Special Revenue Fund (20)	\$625,000
Debt Service Fund (40)	<u>\$3,448,597</u>
Total All Funds	<u>\$46,972,206</u>

With \$23,030,608 to be raised in taxes for the General Fund and \$2,171,632 to be raised for the Debt Service Fund for a total of \$25,202,240 to be raised in taxes

WHEREAS, the Kingsway Regional School District Board of Education recognizes the need to utilize an enrollment adjustment in the amount of \$315,290 to increase general fund tax levy above the two percent (2%) cap; and

WHEREAS, the Kingsway Regional School District Board of Education may establish, for regular school district business travel only, an annual threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold is exceeded in the budget year (July 1 - June 30); and

WHEREAS, the Kingsway Regional School District Board of Education has elected to exclude travel expenditures supported by federal funds pursuant to N.J.A.C. 6A:23A-7.3(a)2; and



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WHEREAS, the Kingsway Regional School District Board of Education authorizes travel and related expense reimbursements in accordance with N.J.A.C. 6A:23A-7.3(a)1, to a maximum of expenditure of \$100,000 for all staff and board of education members.

Action (Consent): 7 Transportation Agreement with Waterford Township School District  
 BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve a transportation contract with Waterford Township Board of Education beginning July 1-2019 and ending October 31, 2019 for a total cost of \$3,242.06 for an Out of District Placement to Brookfield Academy.

Action (Consent): 8. Logan Township School District Tuition 2020-2021 School Year  
 BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the tuition contracts with Logan Township School District for the 2020-2021 School Year at the following costs:

Category	Estimated No of Students	Estimated Cost per Student	Total
Regular Education Grades 9-12	222	\$12,297	\$2,729,934
Multiple Disabilities	6	\$23,346	\$140,076
Resource Center			\$169,646
2018-2019 Tuition Adjustment			\$40,991
<b>Total 2020-2021 Tuition</b>			<b>\$3,080,647</b>

Action (Consent): 9. Transportation Jointure with Greenwich Township School District  
 BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve a transportation contract with Greenwich Township School District Board of Education for May 28, 2020 to the New Jersey Renaissance Fair at a cost of \$384.34 per bus.

Action (Consent): 10. Salem County Vo-Tech 2020-2021 Tuition  
 BE IT RESOLVED, that the Kingsway Regional School District Board of Education approve the tuition rate with Salem County Vocational Technical School District for the 2020-2021 school year for an estimated amount of \$6,277 full time student and \$3,139 part-time student.

L. Curriculum & Instruction

M. General Administration

Action (Consent): 1. Enrollment Report  
 BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the enrollment report as of February 29, 2020 as follows:

Grade Level	Current Totals	January 2020
7	525	525
8	507	506
Middle School	1032	1031
9	467	467
10	444	445



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Grade Level	Current Totals	January 2020
11	425	429
12	436	434
High School	1772	1775
District	2804	2806

**Action (Consent): 2. Attendance Summary**

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the student attendance report for the period of January 31, 2020 as follows:

2019-2020 Monthly Average % of Students in Attendance												
Grade Level	Sept %	Oct %	Nov %	Dec %	Jan %	Feb %	Mar %	Apr %	May %	Jun %	2019-2020 Current YTD Average %	Past 6-Year Average %
7	97.8	96.9	95.8	95.0	98.1	93.9					96.3	95.5
8	97.6	96.3	95.0	94.7	97.8	93.9					96.9	94.9
Total MS Average	97.7	96.6	95.4	94.9	98.0	93.9					96.1	95.2
9	97.1	96.0	94.8	94.4	94.3	93.3					95.0	94.8
10	96.5	94.7	93.2	93.5	93.9	92.9					94.1	94.4
11	96.5	95.4	94.1	94.0	94.1	93.8					94.7	93.4
12	95.6	92.9	92.1	93.2	92.2	92.8					93.1	92.2
9-12 HS Average	96.4	94.8	93.6	93.8	93.7	93.2					94.2	93.8
District Average	97.1	95.7	94.5	94.3	95.8	93.6					95.1	94.5

**Action (Consent): 3. Emergency Drills**

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the emergency drills report as follows:

School / Date	Time	Drill
MS 02/3/2020	Start: 09:30 AM End: 09:38 AM	Lockdown Drill
MS 02/14/2020	Start: 09:00 AM End: 11:000 AM	Fire alarms tested during in-service
MS 2/22/2020	Start: 01:45 PM End: 01:51 PM	Fire Drill
HS 02/11/2020	Start: 10:04 AM End: 10:12 AM	Shelter In Place Drill
HS 02/28/2020	Start: 01:04 PM End: 01:12 PM	Fire Drill

**Action (Consent): 4. Student Discipline, Violence/Vandalism, HIB**



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BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the Harassment, Intimidation and Bullying report for the month ending January 31, 2020, as submitted by the Superintendent of School.

**Student Discipline, Violence/Vandalism, HIB**

Infraction/Referrals/Reports	No. of Incidents this Month		2019-2020 Total-To-Date		2018-2019 Totals	
	(HS)	(MS)	(HS)	(MS)	(HS)	(MS)
Detentions-Lunch	36	10	174	56	621	51
Detentions-After School	29	52	180	178	323	259
Detentions-Extended Day	15	11	61	50	116	38
Out of School Suspension (OSS)	15	5	99	17	237	40
Violence, Vandalism, Substance Abuse	6 violence; 3 substance abuse; 2 vandalism	0	47 violence; 8 substance abuse; 5 vandalism	0	93 violence; 38 substance abuse; 2 vandalism	0
Confirmed Harassment, Intimidation, or Bullying	0	2	3	7	9	5
Dating Violence	0	0	0	0	1	0

**Action (Consent): 5. Fundraiser(s)**

Resolved that the Kingsway Regional School District Board of Education approve the fundraiser(s), as recommended by the Superintendent of Schools:

School	Program/Group	Purpose	Product/Service	Dates
HS	Kingsway Key Club	To raise money for membership dues	Performing roadside cleanup for Woolwich Township	4/4/2020
MS	#1 Dragon Family Unity	To donate proceeds to Arthritis Foundation	Basket Raffle	4/15/2020
HS	Baseball Team	To purchase Alternate Jerseys and T-Shirts	Selling Coupon Cards	3/28/2020 to 4/11/2020
HS	Girls Lacrosse	To raise funds for senior gifts, team banquet and team dinners	Selling Cookie Dough	3/27/2020 to 4/10/2020
HS	Habitat for Humanity	To donate proceeds to Gloucester County Habitat for Humanity	Host a Team Theme Volleyball Tournament	6/12/2020

**Action (Consent): 6. Scholarships**

BE IT RESOLVED, that the Kingsway Regional School District Board of Education accept the Award(s) and Scholarship(s) as follows:

Michael E. Eggly Scholarship Fund

**Action (Consent): 7. Out of District Placement**

Resolved that the following out of district/twilight placement(s) be approved and contracts executed by the school business administrator:



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Name	Location	Tuition	Dates
#21591	Salem Alternative School	\$26,500*	2/28/2020 – 6/30/2020
#21298	Salem Alternative School	\$26,500*	2/18/2020 – 6/30/2020
#25246	First Children’s Services Emotional Support Program	\$9,504	4/14/2020 – 6/19/2020

\*Will be prorated

Action (Consent): 9. Policy First Reading

BE IT RESOLVED, that the Kingsway Regional School District Board of Education recommend the following policies and regulations for Second reading for revision and/or adoption.

Policy/Regulation Number	Title
Policy #2624	Grading System
Regulation #2624	Grading System
Policy #5410	Promotion and Retention (M)
Regulation #5420	Reporting Pupil Progress
Policy #5430	Grade Point Average (GPA) (formerly know as class rank)
Policy #5440	Honoring Pupil Achievement
Policy 5460	High School Graduation (M)

Final Resolution: Motion Carries

Yes: James Mueller, Lauren Boerlin, Michele A Blair, Frank Donnelly, Deborah Cunningham, Pamela Roney, Christie Comerford, Marilyn O'Rourke-Young

N. Old Business

O. New Business

P. Adjournment

Action: 1. Motion to Adjourn

Motion by Lauren Boerlin, second by Frank Donnelly.

Resolved that the Kingsway Regional School District Board of Education adjourn the meeting at 8:30 pm.

Final Resolution: Motion Carries

Yes: James Mueller, Lauren Boerlin, Michele A Blair, Frank Donnelly, Deborah Cunningham, Pamela Roney, Christie Comerford, Marilyn O'Rourke-Young

Respectfully Submitted,

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Jason Schimpf  
 School Business Administrator/Board Secretary



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