



PORT REPUBLIC SCHOOL DISTRICT

137 Pomona Avenue Port • Republic, NJ 08241

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Amanda Redrow
Superintendent

Todd D'Anna
Business Administrator

Action Meeting Minutes

March 26, 2026

2025-2026 Board Goals

1. The Board will support the Superintendent in the development and implementation of a district strategic plan in the areas of education/professional development, finance, community.
2. The Board will continue to develop and improve avenues of communication at all levels including Superintendent and Board, committee, member, staff, community.
3. The Board will continue to support high student achievement and citizenship including increased review and monitoring of educational data.
4. The Board will be actively involved in long-term finance and facility planning with the end goal offering a high quality education to our students, achieving financial sustainability, and continual awareness of community impact.

2025-2026 District Goals

1. The District will continue to support a comprehensive and rigorous K-8 curricular program while enhancing academic and intervention opportunities that promote ambitious teaching and learning, that all Port Republic students are well prepared for success in high school and beyond.
2. The District will continue its program of community awareness and input that improves district communication through effective tools as determined by the Superintendent and the Board.
3. The District will, in consultation with key stakeholders, update strategic planning to include long-range educational, finance and facility planning.

Goals Board approved on August 26, 2025

Pride Respect Success

Call Meeting to Order

I, Joy Hooper, President, call this meeting to order under the Open Public Meeting Act at 5:00 pm.

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with provisions of this act, the Port Republic Board of Education has caused adequate notice of this meeting to be given by having the date, time and place published on the school's website.

Pledge of Allegiance

Roll Call

Member	Present	Absent
Joy Hooper, President	X	
Kathryn Cox	X	
Brenda Crema	X	
Kristina Hanselman	X	
Brian Hartmann	X	
Eric Stevenson	X	
Kevin Wessler	X	
Jennifer Williams	X	
Jill Yochim, Vice President	X	
Amanda Redrow, Superintendent	X	
Todd D'Anna, Business Administrator	X	
Amy Houck-Elco, Board Solicitor		X
	was	was not
A quorum was/was not established.	X	

Approval of Minutes

MOTION that the Board of Education approve the meeting minutes of February 11, 2026, and February 17, 2026.

Member	Motion	Seconded by	Vote
Joy Hooper, President			X
Kathryn Cox			X
Brenda Crema			X
Kristina Hanselman			X
Brian Hartmann			X
Eric Stevenson			X
Kevin Wessler		X	X
Jennifer Williams			X
Jill Yochim, Vice President	X		X

Presentations – *unless otherwise stated, all presentations will be held during the Action Meeting.*

Board Committee Reports

- A. **Educational Committee (Cox-Chair, Stevenson, Yochim)**
 - **Meeting Minutes March 23, 2026**
 - Gifted and Talented Program, Afterschool Tutoring
- B. **Finance Committee (Stevenson-Chair, Crema, Wessler, Yochim)**
Previewed with City last week
- C. **Facilities Committee (Wessler-Chair, Hartmann, Williams)**
Holding Pattern
- D. **Personnel Committee (Yochim-Chair, Hanselman, Hooper)**
None-Applications for Business Administrator, Evaluation Tool
- E. **Policy Committee (Hartmann-Chair, Crema, Hanselman)**
No meeting

Superintendent's Report**MOTION to approve all recommendations listed in items A through O of the Superintendent's Report.**

Member	Motion	Seconded by	Vote
Joy Hooper, President		X	X
Kathryn Cox			X
Brenda Crema			X
Kristina Hanselman			X
Brian Hartmann			X
Eric Stevenson			X
Kevin Wessler			X
Jennifer Williams			X
Jill Yochim, Vice President	X		X

PASS**A. Monthly Report****1. Upcoming**

- April 02, 2026 - Early Dismissal
 - Pre K - 4th grade Egg Hunt
 - 8th grade Egg Drop
 - K- 8 Class Parties
- April 03, 2026 - April 12, 2026 - Spring Break
- April 17, 2026 - Assembly - Weather Bus
- April 20, 2026 - Spring Book Sale - BOGO
- April 21, 2026 - Pancake Breakfast (Sponsored by the 8th grade)
- April 23, 2026 - Take Your Child to Work Day
- April 27, 2026 - May 8, 2026 - NJSLA Testing (Spring)
- April 28, 2026 Phillies Family Night

2. Student Enrollment as of March 17, 2026 is 108.**3. Suspension Report**

	In	Out
Monthly		1
Year Total		1

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B. Harassment, Intimidation and Bullying (HIB) Incident Report

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve to affirm the Superintendent's decisions associated with the harassment, intimidation and bullying (HIB) incidents.

Date Reported to Superintendent	Case Number	Result	Action
N/A	0	0	0

C. Safety and Security

RECOMMEND that the Board of Education on the recommendation of the Superintendent, approve the following Safety and Security Drills.

Date	Time	Type	# of Staff Present	# of Students Present	# of Visitors Present
2/17	11:00am	Fire Drill	21	88	2
3/10	10:30am	Fire Drill	21	100	0
3/16	11:00am	Shelter in Place	20	103	3

D. Field Trips

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following Field Trips.

Date	Grade(s)	Teacher(s)	Location
6/10/26 or 6/11/26 (Rain Date)	K-4	Mull, LoBiondo, Torrioni, Polito, Platt, Danieli	Port Beach

E. Facilities Use

RECOMMEND that the Board of Education on the recommendation of the Superintendent, approve the following Facilities Use Requests.

Date	Time	Location	Event	Organization
4/21/26	6:30-10:30 am	Cafeteria	8th Grade Pancake Breakfast Fundraiser	Jason Laning

3/16, 3/30, 4/13, 4/27, 5/11, 5/18, 6/1	3-4 p.m.	STEAM Room	Bible Study	Fellowship of Christian Athletes-Danielle Romanelli
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F. Personnel

ACCEPT the resignation with intent to retire of Todd D'Anna, effective May 1, 2026.

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following personnel items for the **2025-2026 school year**.

Position	Name	Annualized Salary
Part Time Confidential Secretary to the Business Administrator	Jonathon Cianfrani	\$25,500 (Prorated from March 30, 2026)

G. Curriculum Writer

Position	Name	Amount

H. Curriculum and Instruction

1. N/A

I. Professional Development

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following Professional Development opportunities.

Date	Staff Member	Workshop	Location	Cost
2/27/26	Erica Polito	Building Safer Schools: Strengthening Cardiac Emergency	Zoom (1:00-2:30 p.m.)	None

		Preparedness		
3/17/26	Erica Polito	Sandy Hook Promise-Anonymous Reporting System Webinar	Zoom (10:00-11:30 a.m.)	None

J. District Policies:

Policy Number	Policy

K. QSAC

1. None at this time.

L. NJ Department of Education State Reports

1. None at this time.

M. Student Teacher Field Placement Requests

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following student teaching placements.

Grade Level Assignment	Name	Length of Assignment
N/A		

N. Calendar Revisions

1. Yearly Calendar Revision - Inclement Weather

O. Discussion Items:

1. None at this time.

2026-2027 BUDGET UPDATE AND APPROVAL

Budget Presentation - Todd D'Anna

MOTION to approve all recommendations listed in items 1 through 3 of the Budget Resolutions.

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Member	Motion	Seconded by	Vote
Joy Hooper, President			X
Kathryn Cox			X
Brenda Crema			X
Kristina Hanselman			X
Brian Hartmann			X
Eric Stevenson	X		X
Kevin Wessler			X
Jennifer Williams		X	X
Jill Yochim, Vice President			X

PASS

Budget Resolutions

- Resolved to approve the maximum dollar limits for 2026-2027 school year established prior to the budget preparation in accordance with 6A:23A-5-2:

Legal \$30,000
Audit \$25,000
Public Relations \$5,000
Architect/Engineer \$250,000
Purchased Services \$75,000
- Resolved to approve the maximum travel budget for the 2026-2027 school year in the amount of \$5,000, as per NJ Administrative Code 6A:23A-7.3. This represents no increase from the 2025-2026 approved amount. Current travel expenditures for 2025-2026 equal \$58.84.
- Resolved to approve the Port Republic School District 2026-2027 Budget and authorize the Business Administrator to submit said budget to the Atlantic County Department of Education, as summarized below.

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$4,129,721	\$2,782,746
Total Special Revenue Fund	\$ 56,189	\$ 0
Total Debt Service Fund	\$ 0	\$ 0
Totals	\$4,185,910	\$2,782,746

BE IT RESOLVED, to acknowledge that the 2026-2027 School Year Budget as described results in a tax levy as follows:

General Fund Tax Levy/Municipal Other \$2,782,746.

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Debt Service Municipal Levy \$0.

Further, resolved to approve the use of \$46,881 in healthcare adjustment as calculated in the 2026-2027 budget software and included in the tax levy listed above.

School Business Administrator's Report

MOTION to approve all recommendations listed in items A and B of the School Business Administrator's Report.

Member	Motion	Seconded by	Vote
Joy Hooper, President			X
Kathryn Cox			X
Brenda Crema			X
Kristina Hanselman			X
Brian Hartmann			X
Eric Stevenson			X
Kevin Wessler			X
Jennifer Williams		X	X
Jill Yochim, Vice President	X		X

PASS

A. **Bill List:** Motion to approve the Board Secretary's Bill List from 3/4/26 through 3/25/26 in the amount of \$181,540.90.

B. Contracts

1. Motion to approve Proposal for Professional Planning Services-Facilities Assessment Update with EI Associates in the amount of \$8,000.00.
2. Motion to approve the Shared Services Agreement for Residency Services with Galloway Township from March 24, 2026 through June 30, 2026, for the amount of \$26.23 per hour plus mileage.

Old Business

A. Financial Disclosures

Pride Respect Success

New Business

A. None at this time.

Public Comments – Open the meeting to the public.

Motion to open the meeting to the public.

Member	Motion	Seconded by	Vote
Joy Hooper, President	X		X
Kathryn Cox			X
Brenda Crema			X
Kristina Hanselman			X
Brian Hartmann			X
Eric Stevenson		X	X
Kevin Wessler			X
Jennifer Williams			X
Jill Yochim, Vice President			X
Time Opened	6:04		

Recognition of Citizens – for agenda items only

The Public is reminded that they should attempt to resolve problems and/or complaints through initial contact with the staff member or members involved therein and the Chief School Administrator prior to petitioning the Board of Education. Complaints should only be brought to the Board after the appropriate school staff have had a reasonable opportunity to resolve the problem at the employee level. Statements should be limited to 5 minutes in length.

*Mrs. Crossan thanks the Board and indicates that we do so much with a lot less.

*Mrs. Hooper indicates our student did very well at the 8th Grade Dialogue.

Public Comments – Close the meeting to the public.

Motion to close the meeting to the public.

Member	Motion	Seconded by	Vote
Joy Hooper, President	X		X
Kathryn Cox			X
Brenda Crema			X
Kristina Hanselman			X
Brian Hartmann			X
Eric Stevenson			X
Kevin Wessler			X
Jennifer Williams		X	X
Jill Yochim, Vice President			X
Time Closed	6:10		

Executive Session - IN

MOTION to go into Executive Session to discuss personnel issues. After the Board closes the executive session, any action taken will be conducted in the public session. The Board will be in executive for approximately 20 minutes and action will take action after:

It is recommended that the Board of Education, by resolution, adjourn to Executive Session, from which the general public is excluded, to discuss student placement, personnel, litigation, negotiations, or any other matter appropriate for this session. The results of this session will be made public immediately after or as soon thereafter as a decision is reached, if permitted by law.

Resolution for Executive Session:

Whereas Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975 permits the exclusion of the public from a meeting in certain circumstances, and whereas, this public body is of the opinion that such circumstance presently exist. Now, therefore, be it resolved by the Port Republic Board of Education, County of Atlantic, State of New Jersey, as follows:

4. The public shall be excluded from discussion and action upon hereafter specified matters. They are:
 - a. Any matter which by express provision of federal law or state statute or rule of court shall be rendered confidential.
 - b. Matters dealing with Federal Funding
 - c. Discussion of any materials, the disclosure of which would constitute an unwarranted invasion of individual privacy.
 - d. Matters dealing with collective bargaining.
 - e. Matters dealing with the sale or purchase of public land.
 - f. Discussion of any pending or anticipated litigation or contract negotiation.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Kathryn Cox			
Brenda Crema			
Kristina Hanselman			
Brian Hartmann			
Eric Stevenson			
Kevin Wessler			
Jennifer Williams			
Jill Yochim, Vice President			
Time In			

Executive Session – CLOSE

Motion to close the Executive Session.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Kathryn Cox			
Brenda Crema			
Kristina Hanselman			
Brian Hartmann			
Eric Stevenson			
Kevin Wessler			
Jennifer Williams			
Jill Yochim, Vice President			
Time Out			

Adjournment**Motion to adjourn the Board of Education Regular meeting.**

Member	Motion	Seconded by	Vote
Joy Hooper, President	X		X
Kathryn Cox			X
Brenda Crema			X
Kristina Hanselman			X
Brian Hartmann			X
Eric Stevenson		X	X
Kevin Wessler			X
Jennifer Williams			X
Jill Yochim, Vice President			X
Time Adjourned at	6:11		

