



Amanda Redrow
Superintendent

John J. Hansen
Business Administrator

Action Meeting Minutes *May 19, 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

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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 as 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 District'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	
John J. Hansen, Business Administrator	X	
Amy Houck-Elco, Board Solicitor		X
A quorum was/was not established.	<u>was</u>	

Approval of Minutes

MOTION that the Board of Education approve the meeting minutes of April 27, 2026.

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

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

Board Committee Reports

- A. **Educational Committee (Cox, Stevenson, Yochim)**
- B. **Finance Committee (Crema, Stevenson, Wessler, Yochim)**
- C. **Facilities Committee (Hartmann, Wessler, Williams)**
- D. **Personnel Committee (Hanselman, Hooper, Yochim)**
- E. **Policy Committee (Crema, Hanselman, Hartmann)**

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
Kathryn Cox			X
Brenda Crema			X
Kristina Hanselman			X
Brian Hartmann		X	X
Eric Stevenson			X
Kevin Wessler			X
Jennifer Williams			
Jill Yochim, Vice President	X		X

A. Monthly Report

1. Upcoming

- Thursday, June 4th 8th grade trip - 6 Flags Great Adventure
- Friday, June 5th - Carnival Day
- Monday, June 8th - Honor Roll Luncheon sponsored by the PTS
- Wednesday, June 10th - K - 4 Beach Day (Rain Date June 11th)
- Thursday, June 11th - 6th - 8th Tuckerton Seaport
- Friday, June 12th - PRS Pep rally
- Friday, June 12th - 12:40pm Dismissal
- Tuesday, June 16th - Kindergarten graduation 9:30am
- Tuesday, June 16th - 8th grade graduation 4:00pm
- Monday, June 15th - Thursday, June 18th - 12:40pm Dismissal
- Saturday, June 20th - PORT DAY

2. Student Enrollment as of **May 19, 2026** is **107**.

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3. **Suspension Report**

	In	Out
Monthly	0	0
Year Total	1	1

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
5/11/26	9:20am	Shelter in Place	23	106	2
5/18/26	10:00am	Fire Drill	TBD	TBD	TBD

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

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

F. Personnel

RECOMMEND that the Board of Education, on the recommendation of the Superintendent, approve the following personnel items for the **2026-2027 school year**.

Position	Name	Amount
Anti Bullying Coordinator	Erica Polito	N/A
Anti Bullying Specialist	Helene Gross	N/A
Gifted and Talented Coordinator	Amanda Redrow	N/A
Media Specialist	Amanda Redrow	N/A
Homeless Liaison	Amanda Redrow	N/A
SCIP Team	Amanda Redrow Erica Polito Kristen Mull Robin Jaendl	N/A
School Safety Specialist	Erica Polito	N/A
School Safety Climate Team	Amanda Redrow Erica Polito Helene Gross Carla Stetser	N/A
Threat Assessment Team	Amanda Redrow Bill Wheatley Heather LoBiondo Jason Laning Leslie Kurtz	N/A

1. RECOMMEND that the Board of Education, on the recommendation of the Superintendent,
Approve Carla Stetser for the Certificated Staff position of School Nurse for the **2026-2027 school year**. (Step C/BA+15)

Approve Gianna Corman as a substitute pending receipt and approval of documentation. {added to agenda}

G. Hourly / Daily Positions

Position	Name	Amount
Teacher in Charge	Erica Polito	\$57.50-more than 3.5 hours \$28.75-less than 3.5 hours
Teacher in Charge Substitutes	Helene Gross	\$57.50-more than 3.5 hours \$28.75-less than 3.5 hours
After School Nurse	Carla Stetser as needed	\$47.50 per hour
After School Detention Proctor	All Certified Staff Members as needed	\$47.50 per hour
Lunch/Recess Detention Proctor	All Certified Staff Members as needed	\$47.50 per hour
Summer 2026 Wilson Reading Teacher	Robin Jaendl	\$47.50 per hour (Not to exceed 35 hours)

H. Curriculum Writer

I. Curriculum and Instruction

J. 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
5/26/2026	Erica Polito	T VIPRR Training (Previously CASIM-S) - School Safety Specialist	Virtual	N/A

K. District Policies:

Policy Number	Policy

L. QSAC

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. None at this time.

O. Discussion Items:

1. None at this time.

School Business Administrator's Report

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

Member	Motion	Seconded by	Vote
Joy Hooper, President	X		X
Kathryn Cox			X
Brenda Crema			X

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Kristina Hanselman			X
Brian Hartmann		X	X
Eric Stevenson			X
Kevin Wessler			X
Jennifer Williams			
Jill Yochim, Vice President			X

- A. **Cash Report of Board:** Motion to accept the Report of School Monies for the month ending April 30, 2026.

Cash Report

- B. **Board Secretary's Reports:** Motion to accept the Financial Reports of the Board Secretary for April 30, 2026.

Fund 10

Fund 20

- C. **Budget Transfers:** Motion to accept the attached budget transfers in the amount of \$8,875.00.

Transfers

- D. **Revenue Changes:** There are no revenue changes.

- E. **Bill List:** Motion to approve the Board Secretary's Bill List for May in the amount of \$160,757.28.

- F. **Contracts**

1. Motion to approve Folsom Shared Services Agreement.
'26-'27 School Year

2. Motion to approve Special Services Joint Transportation agreement with Atlantic County Special Services (if needed).
'26-'27 School Year

- G. **Grants**

1. Motion to Approve ADA Accessible Recreation and Field Restoration Project in the amount of \$67,700.

Recreation Grant

- H. **Discussion Items**

1. Discussion to change the June Agenda Meeting (currently June 16th, 2026) to a date the following week, due to Graduation Day. The board decided to hold the June meeting on Tuesday June 23rd, 2026 at 5:00 pm.

I. Motion to Approve Voided Checks

1. Todd D'Anna: Check 07102 \$267.88 for reimbursement; new check issued
2. Fluid Media: Check 01535 \$1,979.00 for Yearbooks; new check will be issued
3. Fluid Media: Check 01552 \$1,729.60 for Yearbooks; new check will be issued with one above

J. 2024-2025 Annual Financial Audit

Resolved to accept the Annual Comprehensive Financial Report for the Fiscal Year ended on June 30.
'24-'25 Audit –*The Interim Business Administrator reviewed both the Annual Comprehensive Financial Report and the Auditor's Management Report for the year ending June 30, 2025.*

K. Motion to Requisition Taxes from City of Port Republic for 2026-2027 School Year
'26-'27 School Year

Old Business

- A. None at this time.

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
Kevin Wessler		X	X
Jennifer Williams			
Jill Yochim, Vice President			X

Time Opened	5:20pm
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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.

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	X
Jennifer Williams			
Jill Yochim, Vice President			X
Time Closed			

Executive Session - NONE

Adjournment

MOTION: Hooper Second: Hartmann
All voted in favor

Respectfully submitted,

John J. Hansen
Interim School Business Administrator/Board Secretary

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