



Dennis J. Anderson
Interim Superintendent

Todd D'Anna
Business Administrator

Action Meeting Agenda *August 16, 2023*

2022 - 2023 Board Goals

1. The board will resurrect the LEAP Grant and engage in the process of grant implementation, and consider and evaluate recommendations therein for future action.
2. The board will complete a self-evaluation and a superintendent evaluation, in compliance with code, by June 30.
3. The board will develop strategies to increase attendance at board, school, and community events.
4. The board will seek opportunities to expand shared services arrangements with relevant agencies and schools.

2022 - 2023 District Goals

1. The district will continue to support a comprehensive curricular program with new opportunities and experiences for ambitious teaching and learning that increase and expand success through rigorous academic and intervention programs.
2. The district will ensure that Port Republic students entering high school are well prepared by the education they receive in Port Republic.
3. The district will continue its program of community awareness that improves district communications through effective tools determined by the Superintendent.
4. The district will, in consultation with key stakeholders, update the existing long range facilities plan in accord with acceptable LEAP Grant recommendations.

Goals Board approved on April 27, 2022

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 in the Press of Atlantic City on August 14, 2023.

Pledge of Allegiance

Pride Respect Success

Roll Call

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

Approval of Minutes

MOTION that the Board of Education approve the meeting minutes of July 19, 2023.

July 19, 2023 Action Meeting
July 19, 2023` Executive

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Kathryn Cox			
Brenda Crema			
Kristina Hanselman			
Brian Hartmann			
Eric Stevenson, Vice President			

Pride Respect Success

Kevin Wessler			
Jennifer Williams			
Jill Yochim			

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

Board President's Report

- A. None at this time.

Board Committee Reports

- A. **Educational Committee (Cox, Yochim, Hartmann)**
1. None at this time
- B. **Finance Committee (Stevenson, Wessler, Crema)**
1. None at this time.
- C. **Facilities Committee (Wessler, Stevenson, Williams)**
1. None at this time
- D. **Personnel Committee (Yochim, Cox, Hanselman)**
1. None at this time.
- E. **Policy Committee (Williams, Hartmann)**
1. None at this time
- F. **Special Committees/Ad Hoc (Wessler, Yochim, Cox, Hartmann)**
1. None at this time.
- G. **LEAP GRANT ((Hooper, Stevenson, Yochim)**
1. None at this time.

Superintendent's Report

MOTION to approve all recommendations listed in items A through T of the Superintendent's Report.

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

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

A. **Monthly Report/District Flyers**

1. Upcoming

- 8/30/23 & 8/31/23 Teacher in Service
- 9/1/23 **SCHOOL CLOSED**
- 9/4/23 **SCHOOL CLOSED** Labor Day
- 9/5/23 **FIRST DAY OF SCHOOL 12:40 pm DISMISSAL-students**
- 9/6/23 **FIRST FULL DAY OF SCHOOL 3:00 pm DISMISSAL**
- 9/12/23 Back to School Night **12:40 pm DISMISSAL**
5:30 - 6:00 pm PTS
6:00 - 7:00 pm Back to School Night

2. **Student Enrollment** as of **August 17, 2023** is **111**.

3. **Suspension Report**

	In	Out
Monthly	0	0
Year Total	0	0

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

RECOMMEND that the Board of Education, on the recommendation of the Interim 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

1. RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the Bi Annual HIB Report, for the 2022-2023 school year.

C. **Safety and Security**

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

Date	Time	Type	# of Staff Present	# of Students Present	# of Visitors Present
8/2/23	9:55 am	Fire	9	7	0
8/9/23	12:53pm	Shelter in Place	3	0	0

D. **Field Trips**

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

Date	Time	Location	Event	Organization
7/29/23	10:15 - 10:45 an	Field	VBS	Port Community Church

F. **Personnel**

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the following positions.

Position	Name	Amount
Media Specialist	Dennis J. Anderson	N/A
Gifted and Talented Coordinator	Danielle Ricci	N/A
Anti Bullying Coordinator	Erica Polito	N/A
Anti Bullying Specialist	Helene Gross	N/A
Homeless Liaison	Kathy Turcotte	N/A

G. **Curriculum and Instruction**

1. RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the Grade 5-8 I-READY Math Curriculum and the K-4 Science Curriculum.

H. **Professional Development**

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

Date	Staff Member	Workshop	Location	Cost
N/A				\$0.00

I. **District Policies:**

Policy Number	Policy
3542.2	PRS School Meal Arrears 1st Reading
3542.31	PRS Free or Reduced Priced Lunches, Milk Readopt
5131.5	PRS Vandalism, Violence - Threat Assessment Readopt
6145.3	PRS Publications Readopt
6164.1	PRS Intervention and Referral Readopt

J. **QSAC**

1. None at this time.

K. **NJ Department of Education State Reports**

1. Dual Use Survey
2. EIS - Teacher Evaluation System
3. NJSMART SID, SMID, Staff and Student Course Rosters
4. SSDS - Student Safety Data System
5. Statement of Assurance for Professional Development Plans and District Mentoring Plan

L. **Student Teacher Field Placement Requests**

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

Grade Level Assignment	Name	Length of Assignment
N/A		

M. **Calendar Revisions**

1. None at this time.

N. **Organizational Chart**

RECOMMEND that the Board of Education on the recommendation of the Interim Superintendent, approve the Port Republic School Organizational Chart.

P. **Emergency Management Plan**

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the 2023-2024 Port Republic School Emergency Management Plan.

Q. **2023-2024 Substitute List**

RECOMMEND that the Board of Education on the recommendation of the Interim Superintendent, approve the 2023-2024 Substitute List.

R. **Correspondence Received**

Letter received from CB in regards to Band Instrument Instruction.

S. **Evaluation Instrument**

1. RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve Danielson as the Teacher Evaluation Tool, for the 2023-2024 school year.
2. RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the NJSBA as the Interim Superintendent Evaluation Tool.

T **Discussion Items:**

1. None at this time.

School Business Administrator's Report

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

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

- A. **Cash Report of Board:** Motion to accept the Report of School Monies for the month ending June 30, 2023.
- B. **Board Secretary's Reports:** Motion to accept the Financial Reports of the Board Secretary for June 30, 2023.
Fund 10
Fund 20
- C. **Budget Transfers:** None at this time.
- D. **Revenue Changes:** There are no revenue changes.
- E. **Bill List:** Motion to approve the Board Secretary's Bill List for the period of August 1, 2023 through August 31, 2023, in the amount of \$50,453.26.

To be distributed.

F. **Contracts**

1. None at this time.

G. **Grants**

1. None at this time.

H. **BOE Self Evaluation**

Motion to approve the 2023 Board Self Evaluation.

I. **Interim Superintendent Evaluation**

Motion to approve the Interim Superintendent Evaluation.

J. **2023-2024 Board Goals**

Motion to approve the 2023-2024 Board Goals:

1. **The BOE will continue to explore Budget issues with the Intention of being solvent and increasing programs for all students.**
2. **The BOE will evaluate the recommendations from the LEAP Committee and proceed with future actions.**
3. **The BOE will complete a self-evaluation and Superintendent Evaluation , in compliance with code by June 30.**
4. **The board will develop strategies to increase attendance at board, school, and community events.**
5. **The board will seek opportunities to expand shared services arrangements with relevant agencies and schools.**

K. **2023-2024 District Goals**

Motion to approve the 2023-2024 District Goals:

1. **The district will continue to support a comprehensive curricular program with new opportunities and experiences for ambitious teaching and learning that increase and expand success through rigorous academic and intervention programs.**
2. **The district will ensure that Port Republic students entering high school are well prepared by the education they receive in Port Republic.**
3. **The district will continue its program of community awareness that improves district communications through effective tools determined by the Superintendent.**
4. **The district will, in consultation with key stakeholders, update the existing long range facilities plan in accord with acceptable LEAP Grant recommendations.**

L. Discussion Items

1. School Lunches - price for the 2023-2024 school year will be \$4.25. We will have a cashless system.

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

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

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 may taken 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:

1. 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 Cos			
Brenda Crema			
Kristina Hanselman			
Brian Hartmann			
Eric Stevenson, Vice President			
Kevin Wessler			
Jennifer Williams			
Jill Yochim			
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, Vice President			
Kevin Wessler			
Jennifer Williams			
Jill Yochim			
Time Out			

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

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