



Dennis J. Anderson
Interim Superintendent

Todd D'Anna
Business Administrator

Action Meeting Agenda *May 6, 2024*

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.

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.

Goals Board approved on August 16, 2023

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 May 2, 2024.

Pride Respect Success

Pledge of Allegiance

Roll Call

Member	Present	Absent
Joy Hooper, President		
Kathryn Cox		
Brenda Crema		
Kristina Hanselman		
Brian Hartmann		
Eric Stevenson		
Kevin Wessler		
Jennifer Williams		
Jill Yochim, Vice President		
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 March 19, 2024.

March 19, 2024

Action Meeting

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

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Eric Stevenson			
Kevin Wessler			
Jennifer Williams			
Jill Yochim, Vice President			

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

Board President's Report

A.

Board Committee Reports

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

Superintendent's Report

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

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			

A. Monthly Report/District Flyers

1. Upcoming

- 5/24/24 **12:40pm EARLY Dismissal for ALL**
- 5/27/24 **SCHOOL CLOSED**
- 5/31/24 **Field Day**
- 6/5/24 **Carnival Day**
- 6/11/24 **12:40 Early Dismissal for STUDENTS ONLY**
- 6/12/24 **12:40 Early Dismissal for STUDENTS ONLY**
- 6/12/24 **9:30 am Kindergarten Graduation**
- 6/12/24 **4:00 pm 8th Grade Graduation**
- 6/13/24 **12:40pm Early Dismissal; for ALL Last Day of School**

2. Student Enrollment as of May 6, 2024 is 110.

3. Suspension Report

	In	Out
Monthly	0	0
Year Total	0	0

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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

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
4/12/24	3:30 am	Lockdown	20	104	2
4/19/24	8:45 am	Emergency Bos Drill	18	104	2
4/22/24	9:30 am	Fire Drill	20	107	3

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
6/3/24	K-4	Mull, LoBiondo, Polito and Platt	Port Beach, Port Republic
6/4/24	8	Mr. Laning & Mrs. Jaindl	Six Flags Great Adventure Jackson, NJ

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
5/30/24	5:00 - 6:30 pm	Multi Purpose Room, Grades 1-2	Grades 6-8 Family Night	PREA

F. **Personnel**

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the following Certificated Staff positions for the **2023-2024 school year**.

Position	Name	Step	Amount
Substitute	Breanna Vanaman		\$120.00 retroactive to 4/11/24
Substitute	Christopher Armstrong		\$120.00 (pending paperwork)
PRS PRS Ed Foundation, Certificated Staff	Heather LoBiondo		At the negotiated teacher rate of \$47.50 per hour, per teachers contract. Paid with “ ESSER After School Funds”
PRS PRS Ed Foundation, Certificated Staff	Erica Polito		At the negotiated teacher rate of \$47.50 per hour, per teachers contract. Paid with “ ESSER After School Funds”
PRS PRS Ed Foundation, Certificated Staff	Danielle Romanelli		At the negotiated teacher rate of \$47.50 per hour, per teachers contract. Paid with “ ESSER After School Funds”
PRS PRS Ed Foundation, Certificated Staff	Carlee Harrison		At the negotiated teacher rate of \$47.50 per hour, per teachers contract. Paid with “ ESSER After School Funds”
PRS PRS Ed Foundation, Certificated Staff	Kayleigh Friend Substitute		At the negotiated teacher rate of \$47.50 per hour, per teachers contract. Paid with “ ESSER After School Funds”

G. Personnel

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the following Certificated Staff positions for the **2024-2025 school year**.

POSITION	NAME	AMOUNT
ElementarySchool Teacher	Kristen Mull	TBD pending negotiations
ElementarySchool Teacher	Heather LoBiondo	TBD pending negotiations
ElementarySchool Teacher	Elizabeth Torroni	TBD pending negotiations
ElementarySchool Teacher	Erica Polito	TBD pending negotiations
ElementarySchool Teacher	Rebecca Platt	TBD pending negotiations
Middle School Teacher	Robin Jaindl	TBD pending negotiations
Middle School Teacher	Jason Laning	TBD pending negotiations
Part Time Middle School Teacher ELA	Tricia Rymus	TBD pending negotiations
Special Ed/Basic Skills	Katie Goya	TBD pending negotiations
Special Ed	Kayleigh Friend	TBD pending negotiations
Part Time Special Ed/Basic Skills	Stephanie Mauriello	TBD pending negotiations
STEAM/Spanish	Danielle Romanelli	TBD pending negotiations
Speech Language Specialist	Catherine Muniz	TBD pending negotiations
Guidance Counselor	Lauren Bakker	TBD pending negotiations
Health & Physical Education	Helene Gross	TBD pending negotiations

- RECOMMEND that the Board of Education on the recommendation of the Interim Superintendent, approve the changed date of Maternity Leave for Mrs.Katie Goya, Special Education/Resource Room to April 16,2024 through October 21, 2024.
- RECOMMEND that the Board of Education on the recommendation of the Interim Superintendent, REGRETFULLY accept the resignation/retirement of Laura Erber, School Nurse effective June 30, 2024.
- RECOMMEND that the Board of Education on the recommendation of the Interim Superintendent, hire Breanna Vanaman as the Special Education Resource Room Teacher, at a rate of \$200.00 per day, beginning April 16, 2024 through June 30th, 2024.

H. Personnel

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the following Non-Certificated Staff positions for the **2024-2025 school year**.

Position	Name	Amount
Aide	Leslie Ale	TBD pending negotiations
Aide	Carlee Harrison	TBD pending negotiations
Part Time Custodian	William Wheatley	TBD pending negotiations
Business Support Stipend	William Wheatley	TBD pending negotiations
Part Time Custodian	Billie Jean Mahieu	TBD pending negotiations
Part Time Custodian	Richard Harris	TBD pending negotiations
Secretary, Business Office, BOE Support	Leslie Kurtz	TBD pending negotiations
Confidential Secretary to the Superintendent & Business Administrator, Business Office, BOE Support	Linda Walk	TBD pending negotiations
2024-2025 Data Manager, NJSMART	Linda Walk	TBD pending negotiations

I. Personnel

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the following Certificated Staff positions for the **2024-2025 school year**.

Position	Name	Amount
Anti Bullying Coordinator	Erica Poltio	N/A
Anti Bullying Specialist	Helene Gross	N/A
Gifted and Talented Coordinator	Dennis Anderson	N/A
Media Specialist	Dennis Anderson	N/A
Homeless Liaison	Kathy Turcotte	N/A
SCIP Team	Dennis Anderson Erica Polito Kristen Mull Robin Jaendl	N/A

Safety Specialist		N/A
Safety Team	Dennis Anderson Bill Wheatley Heather Lobiondo Jason Laning Leslie Kurtz Kathy Torcotte Trooper Kerry Nelson	N/A
School Safety Climate Team	Dennis Anderson Erica Polito Helene Gross Lauren Bakker	N/A
Threat Assessment Team	Dennis Anderson Bill Wheatley Heather LoBiondo Jason Laning Leslie Kurtz Kathy Turcotte Trooper Kerry Nelson	N/A
Teacher in Charge	Erica Poltio	TBD pending negotiations
Garden Club	Carlee Harrison Katie Goya	TBD pending negotiations
Sports Club	Helene Gross	TBD pending negotiations
Sports Club Substitute	Kayleigh Friend	TBD pending negotiations
Cooking Club	Robin Jaindl Katie Goya	TBD pending negotiations
Yearbook Club		TBD pending negotiations
Banana Split Club	Lauren Bakker Kayleigh Friend	TBD pending negotiations
Tutoring Summer Academy	Rebecca Platt Tricia Rymas Heather LoBiondo Kayleigh Friend	TBD pending negotiations
Substitute Nurse Tutoring Summer Academy		TBD pending negotiations

J. **Curriculum Writer**

Position	Name	Amount
ELA Curriculum Writer	Tricia Rymas Grades 5-8	TBD pending negotiations
Math CurriculumWriter	Erica Polito Grades K-4	TBD pending negotiations
Math Curriculum Writer	Robin Jaindle Grades 5-8	TBD pending negotiations

K. **2024-2025 Calendar**

1. RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the following **2024-2025** Port Republic School Yearly Calendar.

L. **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	Heather LoBiondo	Foundations Grade 1	Online	\$250.00

M. **District Policies:**

Policy Number	Policy

N. **QSAC**

1. QSAC visit on April 23, 2024.

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

1. CDS Report.

P. 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
2nd Elizabeth Torroni	Breanna Vanaman	9/9/24 - 12/17/24 100 hours
2nd Elizabeth Torrini	Breanna Vanaman	1/2/25 - 5/9/25 Full Time Student Teaching

Q. 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 2024-2025 school year.
2. RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the NJSBA as the Superintendent Evaluation Tool, for the 2024-2025 school year.

R. Bylaws, Policies and Regulations

RESOLVED, that the Port Republic Board of Education approves the bylaws, policies and regulations of the Board of Education as contained in the district policy book and documents issued by the Board and Superintendent for the 2024- 2025 Calendar Year.

S. Curriculum and Instruction

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the 2024-2025 Port Republic School Curriculum.

T. 2024 - 2025 Textbook List

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the 2024-2025 Textbook List.

U. Academic Excellence Brunch

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve Mr. Dennis J. Anderson. to transport 2 students to the luncheon on June 5, 2024, if requested by the parents Mr. Anderson will provide all appropriate insurance information.

V. **Correspondence Received**

1. Letter received from City of Port Republic

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

- A. **Cash Report of Board:** Motion to accept the Report of School Monies for the month ending: February 29, 2024 and March 31, 2024.

February 29, 2024

March 31, 2024

- B. **Board Secretary's Reports:** Motion to accept the Financial Reports of the Board Secretary for February 29, 2024 and March 31, 2024.

February 29, 2024 Fund 10

February 29, 2024 Fund 20

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March 31, 2024 Fund 10
March 31, 2024 Fund 20

- C. **Budget Transfers:** Motion to accept the attached budget transfers in the amount of \$42,074.72, for the month of February 29, 2024.

February 29, 2024

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

- E. **Bill List:** Motion to approve the Board Secretary's Bill List for the period of May 2, 2024 in the amount of \$150,093.71:

Fund 11	\$148,753.91
<u>Fund 50</u>	<u>\$ 1,339.80</u>
	\$150,093.71

- F. **Contracts**

1. Motion to approve the 2024-2025 Joint Transportation Agreement with Atlantic County Special Services School District.

- G. **Grants**

1. RESOLVED to sign the Participant's Resolution LEAP Grant Implementation.
2. Resolution to accept the SDA Emergent Capital Project Grant for the oil burner repair.

- H. **Interim Superintendent Evaluation**

- 1 RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the Interim Superintendent Evaluation, for the 2023-2024 school year.

I. Chief Administrator Goals

1. RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the 2024-2025 Interim Superintendent Goals:

2024-2025 Chief School Administrator Goals:

District Goal #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.* Within this goal, interim targets include the following: Continue to update and expand the social studies curriculum; continue to update best practices in the area of Language Arts including grade level articulation of expectations, benchmark assessment, and review and purchase appropriate curricular materials; continue to monitor and assess mathematic instruction to evaluate implementation and effectiveness of I-Ready materials, Algebra 1 instruction. Monitor effectiveness of targeted student intervention for the at-risk population including implementation of the intervention grant; provide the Board with an overview of district performance data.

District Goal #2: *The district will ensure that Port Republic students entering high school are well prepared by the education they receive in Port Republic.* Interim targets include: continue to monitor middle school and high school student performance; continue inter-district articulation at the administrative and teacher level; provide the Board with an overview of student performance data. Provide post-graduation data.

District Goal #3: *The district will continue its program of community awareness that improves district communications through effective tools determined by the superintendent.* Interim targets include: continued articulation with parent and community organizations and city government. Continue to provide opportunities for parent involvement, student service learning and outreach opportunities.

District Goal #4: *The district will, in consultation with key stakeholders, update strategic plan including long-range educational, finance and facility planning.* Interim targets: Continue to effectively partnership with the Board through committees and the Board as a whole; continue to demonstrate a leadership /partnership role with the Board and all stakeholders as the Board develops a long-range plan of action to meet the dual goals of providing a high quality education for all students while developing a plan for long term financial sustainability.

J. Board Goals

1. RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the 2024-2025 Board Goals:

2024-2025 Port Republic School District Board of Education Goals

BOE Goal #1: The BOE will continue to support high quality educational services for all students through maintenance and expansion of rigorous academic programming at the elementary and high school level.

BOE Goal #2: The BOE will continue to expand partnerships with parents and community to increase involvement and input towards maintaining and improving high quality educational services and community service opportunities.

BOE Goal #3: The BOE will update its strategic plan for long term educational and fiscal management including long-range educational, financial, and facility planning with input from key stakeholders.

BOE Goal #4: The BOE will continue to seek opportunities to expand shared service arrangements with relevant agencies and schools.

BOE Goal #5: The BOE will complete the Board self-evaluation and the superintendent evaluation in compliance with code by June 30 2025.

K. District Goals

1. RECOMMEND that the Board of Education, on the recommendation of the Business Administrator, approve the 2024-2025 District Goals.

2024-2025 Port Republic School District Goals

District Goal #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.*

District Goal #2: *The district will ensure that Port Republic students entering high school are well prepared by the education they receive in Port Republic.*

District Goal #3: *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.*

District Goal #4: *The district will, in consultation with key stakeholders, update strategic plan including long-range educational, finance and facility planning.*

L. Discussion Items

1. None at this time.

Old Business

- A. None at this time.

New Business

- A. None at this time.

BUDGET PUBLIC HEARING

- A. Presentation on the Public Hearing of the 24-25 Budget - Distribution of the Advertised Budget.
Statement by Eric Stevenson - Finance Chair

Public Comments – BUDGET ONLY - 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			
Kevin Wessler			
Jennifer Williams			
Jill Yochim, Vice President			
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			
Eric Stevenson, Vice President			
Kevin Wessler			
Jennifer Williams			
Jill Yochim, Vice President			
Time Closed			

Public Hearing Budget Resolution

Resolved to approve the Port Republic School District 2024-2025 Budget as submitted and approved by the Atlantic County Department of Education and advertised as per State Law:

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			

	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$3,708,121	\$2,289,619
Total Special Revenue Fund	\$ 71,607	\$ 0
Total Debt Service Fund	\$ 0	\$ 0
Totals	\$3,779,728	\$ 2,289,619

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Public Comments – Open the meeting to the public - ANY ITEMS**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			
Kevin Wessler			
Jennifer Williams			
Jill Yochim, Vice President			
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			
Kevin Wessler			
Jennifer Williams			
Jill Yochim, Vice President			
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			
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			
Kathryn Cox			
Brenda Crema			
Kristina Hanselman			
Brian Hartmann			

Eric Stevenson			
Kevin Wessler			
Jennifer Williams			
Jill Yochim, Vice President			
Time Adjourned at			