



PORT REPUBLIC SCHOOL DISTRICT
137 Pomona Avenue Port • Republic, NJ 08241
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John Davis
Superintendent

Todd D'Anna
Business Administrator

Action Meeting Agenda *June 13, 2017*

2016-2017 District Goals

1. Create a comprehensive curricular program that increases and expands students success with new opportunities and experiences for ambitious teaching and learning through rigorous academic and intervention programs.
2. Infuse the use of technology within our curriculum and student culture that fosters an environment of 21st century learning skills that positively impact student achievement.
3. Increase community awareness that improves district communications through effective tools such as a redesigned website, Facebook Twitter, and SchoolMessenger broadcasts.
4. Provide quality customer service to all stakeholders within the district by empowering each member of our school community to be effective leaders.

2016-2017 Board Goals

1. Participate and support the development of a multi-year strategic plan that includes a long-range facilities update.
2. Update board policy to ensure the district is current and at 100% compliance with state law.
3. Participate in the completion of the Board self-evaluation and the Superintendent's evaluation.
4. Increase the attendance by Board members at board, school, and community events.

Goals Board approved on November 16, 2016

1. 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 **June 11, 2017.**

2. Pledge of Allegiance

3. Roll Call

Member	Present	Absent
Joy Hooper, President		
Monica Giberson		
Thomas Kurtz		
Alex Martin		
Jeff Ropiecki, Vice President		
John Davis, Superintendent		
Todd D'Anna, Business Administrator		
Amy Houck-Elco, Board Solicitor		
	was	was not
A quorum was/was not established.		

4. Approval of Minutes

MOTION that the Board of Education approve the meeting minutes of May 17, 2017.

May 17, 2017

Action Meeting

(click to view Minutes folder - BOE only)

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Monica Giberson			
Thomas Kurtz			
Alex Martin			
Jeff Ropiecki, Vice President			

5. Executive Session - IN

MOTION to go into Executive Session to discuss personnel, legal, contractual and negotiation issues. After the Board closes executive session, any action taken will be conducted in the public session.

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			
Monica Giberson			
Thomas Kurtz			
Alex Martin			
Jeff Ropiecki, Vice President			
Time In			

6. Executive Session – CLOSE**Motion to close the Executive Session.**

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Monica Giberson			
Thomas Kurtz			
Alex Martin			
Jeff Ropiecki, Vice President			
Time Out			

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

A. None at this time.

8. **Board President's Report** (click to view Board President's folder)

A. None at this time.

9. **Board Committee Reports** (click to view Board Committee folders)

A. **Educational Policies Committee (Giberson, Martin)**

1. None at this time.

B. **Fiscal Affairs Committee (Kurtz, Ropiecki)**

1. None at this time.

C. **Negotiations Committee (Hooper, Martin)**

1. None at this time.

D. **Buildings & Grounds Committee (Kurtz, Martin)**

1. None at this time.

E. **Personnel Committee (Giberson, Ropiecki)**

1. None at this time.

10. **Superintendent's Report**

MOTION to approve all recommendations listed in items A through N of the Superintendent's Report.
(click to view Superintendent's Folder)

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Monica Giberson			
Thomas Kurtz			
Alex Martin			
Jeff Ropiecki, Vice President			

A. **Monthly Report**

1. Upcoming

- School Closed 7/4/17

2. **Student Enrollment** as of 6/9/17 is **119**.

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 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
5/4/17	1617-8	Not founded HIB	Referred to Administrator for discipline code
5/22/17	1617-9	Not founded HIB	Referred to Administrator for discipline code
6/1/17	1617-10	Not founded HIB	Referred to Administrator for discipline code

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
5/30/17	10:20 am	Fire Drill	15	75	1
5/31/17	1:50 pm	Lockdown	15	75	1
6/12/17	9:46 am	Fire Drill	16	114	0
6/13/17	10:04 am	Evacuation	21	115	0

D. **Field Trips**

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

Date	Grade	Teacher(s)	Location	Cost to Student	Cost to District	Cost to PTS
N/A				\$0.00	\$0.00	\$0.00

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
N/A				

F. Personnel

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

Position	Name	Amount
Office Substitute	Leslie Kurtz (pending paperwork)	\$10.00 per hour
Administrative Substitute	Joetta Surace	\$300.00 per day
PT Custodian	William Shaffer (pending receipt of paperwork)	\$14.00 per hour 5.75 hours per day 5 days per week
Data Manager (NJSMART, PARCC, Oncourse, Curriculum Products)	Linda Walk	\$1,100
Drama Club	Elizabeth Carpino & Madeline Albright	\$1,200.00 Paid by Municipal Alliance Stipend will be \$600.00 each
Yearbook Club	Madeline Albright & Barbara Kirner	\$700.00 Stipend will be \$350.00 each
Sports Club	Helene Gross	At the hourly rate of \$45.00 as approved by the PREA Contract

- **2016-2017 Superintendent Evaluation**

Motion to approve a resolution by the Board of Education to approve the 2016-2017 Superintendent Evaluation.

- **Retirement**

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

regretfully approve the retirement of Mrs. Ellen Lilly, Kindergarten teacher effective July 1, 2017.

G. Curriculum and Instruction

1. N/A

H. 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
N/A				\$0.00

I. District Policies

1. None at this time.

J. QSAC

1. Nothing at this time.

K. NJ Department of Education State Reports

1. None at this time.

L. 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		

M. Calendar Revisions

1. None at this time

N. Resolution for Superintendent to Conduct Business

Motion to approve a Resolution granting authority to the Superintendent of Schools to conduct the business of the school district in the absence of a Board of Education meeting during the period of June 14, 2017 through August 30, 2017. All actions taken by the Superintendent during this period will be reported to the Board at its August 30, 2017 meeting.

O. Discussion Items

1. None at this time.

11. **School Business Administrator's Report**

MOTION to approve all recommendations listed in items A through J of the School Business Administrator's Report. (click to view School Business Administrator's folder)

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Monica Giberson			
Thomas Kurtz			
Alex Martin			
Jeff Ropiecki, Vice President			

- A. **Cash Report of Board:** Motion to accept the Report of School Monies for the month ending May 31, 2017.
- B. **Board Secretary's Reports:** Motion to accept the Financial Reports of the Board Secretary for May 31, 2017.
- C. **Budget Transfers:** Motion to accept the attached budget transfers in the amount of \$4,212.00 for fund 10.
- 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 18, 2017 through June 13, 2017 in the amount of \$346,038.75.
- F. **Contracts**
1. Motion to approve the 2017-2018 Food Service Contract with Galloway Township Public School in the amount of \$15,000.
 2. Motion to approve the Special Education Tuition Contract with Galloway Township Public School for pre-school disabled tuition in the amount of \$20,415 for tuition, \$1,200 for related services and \$2,059.36 for extended school year.
- G. **Grants**
1. Motion to approve the 2017-2018 IDEA grant application in the amount of \$32,186 for IDEA Basic and \$1,471 for IDEA Pre-School for the purpose of special education out of district tuition.
 2. Motion to approve the 2017-2018 REAP grant application for the purpose of supporting the RTI and Basic Skills program (Allocations to be released in August 2017)

H. **Resolution for the Business Administrator to Conduct Business**

Motion to approve a Resolution granting authority to the School Business Administrator to conduct the business of the school district in the absence of a Board of Education meeting during the period of June 14, 2017 through August 30, 2017. All actions taken by the Business Administrator during this period will be reported to the Board at its August 30, 2017 meeting.

I. **Resolution for the Business Administrator to Pay Bills and Make Transfers**

Motion to approve a Resolution authorizing the School Business Administrator to pay bills and make transfers for the month of July 2017. These bills and transfers will be presented and ratified at the next regular Board of Education meeting on August 30, 2017.

J. Motion to acknowledge the 2017/2018 anticipated contracts to be renewed, awarded, or to expire during the school year- PL2015 -Chapter 47

Pursuant to PL 2015, Chapter 47 the Port Republic Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. et. seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part200. Compliance with new contracts, not listed here, will be addressed prior to board action.

This is a list of contracts that the Board has awarded and memorialized in their board minutes during the past 12 months, ending June 30 that were in excess of the quote threshold or the board plans to approve in the ensuing school year that we anticipate will be in excess of the quote threshold.

Attorney
Auditor
Copier
Financial Accounting Software
Insurance Agent – Benefits
Insurance Agent – General
Itinerant Services
Personnel Information System
School Counsel
Student Information System
Transportation Services
Tuition

K. Discussion Items

1. Board meeting on August 30.

12. Old Business

- A. None at this time.

13. New Business

- A. None at this time

14. Public Comments – Open the meeting to the public.

Motion to open the meeting to the public.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Monica Giberson			
Thomas Kurtz			
Alex Martin			
Jeff Ropiecki, 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 topics to be addressed on the published agenda and limited in length to 5 minutes.

15. Public Comments – Close the meeting to the public.

Motion to close the meeting to the public.

Member	Motion	Seconded by	Vote
Joy Hooper, President			

Monica Giberson			
Thomas Kurtz			
Alex Martin			
Jeff Ropiecki, Vice President			
Time Closed			

16. Adjournment

Motion to adjourn the Board of Education Regular meeting.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Monica Giberson			
Thomas Kurtz			
Alex Martin			
Jeff Ropiecki, Vice President			
Time Adjourned at			