



Brian Z. London
Superintendent

Todd D'Anna
Business Administrator

Action Meeting Agenda *June 23, 2021*

Board Goals

1. The board will develop a long-range facilities plan, which will include other stakeholders, to prioritize building needs.
2. The board will complete the board self-evaluation and the Superintendent Evaluation, in compliance with the deadline of July 1 for the Superintendent's evaluation.
3. The board will increase attendance at board, school and community events.
4. The board will take steps to begin an Education Foundation in the district.

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 student success through rigorous academic and intervention programs.
2. The district will ensure that Port Republic students entering the high school grades are well prepared by their education in Port Republic.
3. The district will continue its program of community awareness that improves district communications through effective tools to be determined by the Superintendent.
4. The district will begin a long-range facilities plan, which will include other stakeholders, to prioritize building needs.

Goals Board approved on May 15, 2019

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 21, 2021**.

Pledge of Allegiance

Pride Respect Success

Roll Call

Member	Present	Absent
Joy Hooper, President		
Helen DeMario		
Monica Giberson		
Alex Martin, Vice President		
Brian Z. London, 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 May 19, 2021.

May 19, 2021 Reorganization Meeting
May 19, 2021 Executive Meeting

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, Vice President			

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

- A. **Port Republic City School Safe Return Plan.**
 Mr. London presents the Safe Return Plan.

Public Comments – SAFE RETURN PLAN ONLY.

Open the meeting to the public.

Motion to open the meeting to the public.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, 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.

Public Comments – Close the meeting to the public.

Motion to close the meeting to the public.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, Vice President			
Time Closed			

- A. 1. Resolution to approve the Administration Recommendation to revise the Port Republic City School District *Safe Return Plan for Education* as reviewed tonight and to amend any such appropriate documents concerning the same.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, Vice President			

Board President's Report

- A. None at this time.

Board Committee Reports

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

1. None at this time.

B. **Fiscal Affairs Committee (DeMario)**

1. REAP Grant Update.

C. **Personnel/s Committee (DeMario)**

1. None at this time.

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

1. None at this time.

E. **Buildings & Grounds Committee (Giberson, Martin)**

1. None at this time.

Superintendent's Report

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

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, Vice President			

A. **Monthly Report/District Flyers**

Pride Respect Success

1. **Upcoming**
 - July 5, 2021 SCHOOL CLOSED in observance of Independence Day
2. **Student Enrollment** as of **June 23, 2021** is **107**.
3. **Suspension Report**

	In	Out
Monthly	0	1
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 decision associated with the harassment, intimidation and bullying (HIB) incidents.

Date Reported to Superintendent	Case Number	Result	Action
5/17/21	#1	No HIB	In accordance with Discipline Policy with additional (SEL) Social/Emotional Learning

Date Reported to Superintendent	Case Number	Result	Action
5/17/21	#2	No HIB	In accordance with Discipline Policy with additional (SEL) Social/Emotional Learning

Date Reported to Superintendent	Case Number	Result	Action
5/17/21	#3	Non HIB, HIB	In accordance with Discipline Policy with additional (SEL) Social/Emotional Learning

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
6/16/21	8:45 am	FIRE	15	106	1
6/17/21	11:30 am	Table Top	2		

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
N/A			

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 positions.

Position	Name	Amount
Part Time Custodian	William Wheatley	\$30,089
Part Time Summer Custodian and Substitute Custodian	William Wheatley, Jr.	\$14.50 per hour
Secretary	Leslie Kurtz	\$34,259
Confidential Secretary to the Superintendent & Business Adm.	Linda Walk	\$52, 269 (which includes \$1,000 Longevity)
2021-2022 Data Manager, NJSMART,	Linda Walk	\$1,100.00 Stipend

1. Resolved to approve Mr. Todd D'Anna as the Business Administrator/Board Secretary of

record for the 2021-2022 school year.

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. NJSMART SID, SMID, State, Staff and Student Course Roster Practice Submission.
2. Safety Drill Statement of Assurance.
3. Comprehensive Equity Plan Statement of Assurance.

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

Pride Respect Success

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 24, 2021 through August 25, 2021. All actions taken by the Superintendent during this period will be reported to the Board at its August 25, 2021 meeting.

O. **Discussion Items**

1. July BOE meeting.

PUBLIC HEARING TO DISCUSS SUPERINTENDENT CONTRACT

This public hearing is designed to permit the public to comment on the proposed Superintendent contract prior to the Board taking action to approve the Superintendent contract. After presenting the contract, the Board shall open the hearing up to such comments and give the comments appropriate consideration. Pursuant to the Open Public Meetings Act, the Board shall not discuss personnel matters with the Public, therefore, during this hearing the Board shall not respond to any public comment given.

Small School Superintendent Comparison

<u>District</u>	<u>Enrolled</u>	<u>Budget Size</u> <u>Rank (598)</u>	<u>20-21</u>	<u>21-22</u> <u>@ 3%</u>
EAGLESWOOD TWP	140	575	143,940.00	148,258.20
WEST CAPE MAY BORO/Cape May	89/130	589	NA	127,500.00
OCEAN GATE BORO	139	569	120,655.00	124,274.65
BAY HEAD BORO	125	562	120,000.00	123,600.00
PORT REPUBLIC CITY	114	568	119,271.00	122,550.00

2018-2019 Principal's Salary Comparison - Principal Salaries

18-19 County Average = \$125,945

21-22 Equivalent @ 3% annual increase = \$137,623

Brian London Contract = \$122,550

RESCIND CURRENT CONTRACT AND APPROVE NEW CONTRACT OF EMPLOYMENT

SUPERINTENDENT OF SCHOOLS

- This Employment Contract, made this 23rd day of June, 2021 is between the PORT REPUBLIC BOARD OF EDUCATION ("BOARD"), located in Atlantic County with principal offices located at 137 Pomona Ave, Port Republic, New Jersey and BRIAN LONDON ("SUPERINTENDENT") rescinds the superintendent's current contract from January 1, 2018 to June 30, 2022 in conjunction with entering into the new contract beginning July 1, 2021 through June 30, 2024 as set forth in the attached contract that has been approved by the Atlantic County executive Superintendent.

County Office Approval Letter

Brian London Contract

Public Comments – PUBLIC HEARING ONLY. Open the meeting to the public.

Motion to open the meeting to the public.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, 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.

Public Comments – Close the meeting to the public.**Motion to close the meeting to the public.**

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, Vice President			
Time Closed			

- P. **Motion to rescind the Superintendent’s current contract from January 1, 2018 to June 30, 2022 in conjunction with entering into the new contract beginning July 1, 2021 through June 30, 2024, as per the attached agreement.**

Superintendent Contract Agreement

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, Vice President			

School Business Administrator's Report

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

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, Vice President			

A. **Cash Report of Board:** Motion to accept the Report of School Monies for the month ending May 31, 2021.

B. **Board Secretary's Reports:** Motion to accept the Financial Reports of the Board Secretary for May,, 2021.

Fund 10

Fund 20

C. **Budget Transfers:** Motion to accept the attached budget transfers in the amount of \$20,100.00.

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 20, 2021 through June 17, 2021 in the amount of \$252,319.93.

F. **Contracts**

1. Motion to approve payroll services through CASA Payroll from July 15, 2021 through July 15, 2022.

2. Resolved to approve the NJSIG (New Jersey School Insurance Group) Indemnity and Trust Agreement and Resolution to Join the Cape May/Atlantic Insurance Pool Renewal for the 2021-2022 school year.

3. Motion to approve the 2020-2021 Special Education Contract with Galloway Township Public Schools for 1 Pre School Disabled student in the amount of:

\$5,295.84	Tuition
\$1,000.00	Speech Services
<u>\$ 350.00</u>	OT Services
\$6,645.84	TOTAL

G. **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

Pride Respect Success

June 24, 2021 through August 25, 2021. All actions taken by the Business Administrator during this period will be reported to the Board at its August 25, 2021 meeting.

H. 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 2021. These bills and transfers will be presented and ratified at the next regular Board of Education meeting on August 25, 2021.

I. Grants

1. Approve the submission of the 2021-2022 ESEA Consolidated Application with the following allocations:

Title IIA - \$2,066
Title IV - \$10,000

2. Approve the submission of the 2021-2022 Consolidated IDEA Application with the following allocations:

IDEA Pre School - \$1,487
IDEA Basic - \$29,971

J. Discussion Items

1. Food Service Update

Old Business

- A. None at this time.

New Business

- A. Para-professional hires

Public Comments – Open the meeting to the public.

Motion to open the meeting to the public.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			

Alex Martin, Vice President			
Time Opened			

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Public Comments – Close the meeting to the public.

Motion to close the meeting to the public.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, Vice President			
Time Closed			

Adjournment

Motion to adjourn the Board of Education Regular meeting.

Member	Motion	Seconded by	Vote
Joy Hooper, President			
Helen DeMario			
Monica Giberson			
Alex Martin, Vice President			
Time Adjourned at			