



Dennis J. Anderson
Interim Superintendent

Todd D'Anna
Business Administrator

Action Meeting Agenda *August 20, 2024*

2024-2025 Board Goals

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.
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.
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.
4. The BOE will continue to seek opportunities to expand shared service arrangements with relevant agencies and schools.
5. The BOE will complete the Board self-evaluation and the superintendent evaluation in compliance with code by June 30 2025.

2024-2025 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 and input that improves district communication through effective tools as determined by the superintendent and the Board.
4. The district will, in consultation with key stakeholders, update strategic plan including long-range educational, finance and facility planning.

Goals Board approved on May 6, 2024

Pride Respect Success

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 17, 2024.**

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 June 18, 2024 and June 27, 2024..

6/18/24 Action Meeting
6/27/24 Action Meeting
6/27/24 Executive Meeting

Pride Respect Success

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			

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 P 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

- 8/28/24 & 8/29/24 Teacher in Service
- 8/30/24 SCHOOL CLOSED
- 9/2/24 SCHOOL CLOSED
- 9/3/24 12:40 pm **EARLY DISMISSAL** Teacher Articulation
- 9/12/24 12:40 pm **EARLY DISMISSAL** Back to School Night
5:30 - 6:00 pm Refreshments
6:00 - 7:00 pm Program
- 9/17/24 5:00 pm BOE Meeting

2. Student Enrollment as of August 20, 2024 is 106..

3. Suspension Report

	In	Out
Monthly	0	0
Year Total	0	0

Pride Respect Success

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
7/11/24	9:00 am	Fire	3		
7/29/24	9:10 am	Shelter in Place	8	7	
8/14/24	9:00 am	State Police - Panic Button Security Check	2		2

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

F. **Personnel**

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the MOA and salary guides between the PREA and the Port Republic Board of Education for the July 1, 2024 – June 30, 2027 school years.

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

Position	Name	Step	Amount
Elementary School Teacher	Eruca Polito	MA-L to MA +30 L	TBD pending negotiations
Substitute	Maripat Perone		\$140.00 per day

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	Annual Salary/Hourly Rate
Aide	Leslie Ale	\$26,858
Aide	Carlee Harrison	\$26,025
Part Time Maintenance	William Wheatley	\$33,023 (\$24.65/hour for extra)
Part Time Custodian	Billie Jean Mahieu	\$18.67/hour
Part Time Custodian	Richard Harris	\$21.96/hour
Confidential Executive Secretary	Leslie Kurtz	\$37,601
Confidential Assistant to the Business Administrator/Board Secretary	Linda Walk	\$57,802 (inclusive of \$1,500 longevity)

RECOMMEND that the Board of Education on the recommendation of the Interim Superintendent, REGRETFULLY accept the resignation/retirement of Linda Walk, Confidential Secretary to the Superintendent and Business Administrator, Office, BOE Support, effective October 18, 2024.

G.(1) Curriculum and Instruction

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the following Additional Hours for Curriculum Writing:

Position	Name	Amount
ELA Curriculum Writer 10 Hours	Tricia Rymas Grades 5-8	TBD pending negotiations
ELA Curriculum Writer 5 Hours	Elizabeth Carpino Grades K-4	TBD pending negotiations
ELA Curriculum Writer 5 Hours	Rebecca Platt Grades K-4	TBD pending negotiations
Social Studies Curriculum Writer 5 Hours	Elizabeth Torrini Grades K-4	TBD pending negotiations
Social Studies Curriculum Writer 5 Hours	Rebecca Platt Grades K-4	TBD pending negotiations
Math Curriculum Writer 10 Hours	Erica Polito Grades K-4	TBD pending negotiations
Social Studies Curriculum Writer 10 Hours	Jason Laning Grades 5-8	TBD pending negotiations
Math Curriculum Writer 10 Hours	Robin Jaindl Grades 5-8	TBD pending negotiations
Testing Coordinator	Kaleigh Friend	TBD pending negotiations

G(2) Curriculum and Instruction

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

Curriculum	Grade	
ELA	K -8	
Math	K - 8	
Social Studies	K - 8	

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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 Program
3571.4	Audit
5113	Attendance, Absences and Excuses
5141.8	Sports Related Concussion and Head Injury
6114	Emergency and Disaster Preparedness
6140	Curriculum Adoption
6146	Graduation Requirements

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. Statement of Assurance for the Extension of the Comprehensive Equity Plan.
5. Statement of Assurance for Professional Development Plans and District Mentoring Plan.
6. ERT - Emergency Response Template

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**

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

Tuesday, September 3, 2024 - Early Dismissal for students

N. **Job Descriptions**

RECOMMEND that the Board of Education, on the recommendation of the Interim Superintendent, approve the below Job Descriptions.

Number	Job Description
A-3	Confidential Executive Secretary
A-7	Confidential Assistant to the Business Administrator/Board Secretary

O. **Emergency Management Plan**

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

P. **School Lunch**

1. Approve the School Lunch price for the 2024-2025 school year at \$4.50.

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			
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 June 30, 2024.
- B. **Board Secretary's Reports:** Motion to accept the Financial Reports of the Board Secretary for June 30, 2024.
Fund 10
Fund 20
- C. **Budget Transfers:** Motion to accept the attached budget transfers for June 2024 in the amount of \$56,066.56 for Fund 10 and \$5,508.00 for Fund 20.
- D. **Revenue Changes:** There are no revenue changes.
- E. **Bill List:** Motion to approve the Board Secretary's Bill List for the period of June 18, 2024 through June 30, 2024 , in the amount of \$158,308.79.

Bill List: Motion to approve the Board Secretary's Bill List for the period of July 1,, 2024 through August 20, 2024 , in the amount of \$134,409.99.

F. **Contracts.**

1. Motion to approve the **2023-2024** Special Education Contract with Galloway Township Public Schools for 1 PreSchool Special Education student in the amount of:

\$ 3,193.00	Tuition
<u>\$ 300.00</u>	Related Services
\$ 3,493.00	TOTAL

2. Motion to approve the 2024-2025 Special Education Contract with Galloway Township Public Schools for 1 PreSchool Special Education student in the amount of:

\$26,450.00	Tuition
<u>\$ 2,400.00</u>	Related Services
\$25,850.00	TOTAL

3. Motion to approve the 2024-2025 Special Education Contract with Galloway Township Public Schools for 1 PreSchool Special Education student in the amount of:

\$23,450.00	Tuition
\$ 2,600.00	Related Services
<u>\$ 2,900.00</u>	Extended School Year
\$28,980.00	TOTAL

4. Motion to approve the 2024-2025 Special Education Contract with Galloway Township Public Schools for 1 Second Grade student in the amount of:

\$26,214.00	Tuition
\$75,000.00	1:1 Aide
\$ 2,900.00	ESY Tuition
\$ 2,550.00	ESY 1;1 Aide
<u>\$ 4,700.00</u>	Related Services
\$111,364.00	Total

5. Motion to approve the 2024-2025 Special Education Contract with Galloway Township Public Schools for 1 Third Grade student in the amount of:

\$26,214.00	Tuition
\$ 6,600.00	Related Services
<u>\$ 2,900.00</u>	ESY Tuition
\$35,714.00	TOTAL

6. Motion to approve the 2024-2025 Special Education Contract with Galloway Township Public Schools for 1 Third Grade student in the amount of:

\$26,214.00	Tuition
\$ 4,400.00	Related Services
<u>\$ 2,900.00</u>	ESY Tuition
\$35,514.00	TOTAL

7. Motion to approve the 2024-2025 Joint Transportation Agreement with Absecon School District ABSC-PILGRIM in the amount of \$11,122.65, to transport 9 Pilgrim Academy students.

G. Grants

1. Approve the 24-25 IDEA Basic grant application in the amount of \$33,227 and the IDEA PK application in the amount of \$1,572 for the payment of out of district tuition.
2. Approve the 24-25 ESEA application for Title IIA in the amount of \$2,935 for professional development and Title IVA in the amount of \$10,000 for funding the school counselor.

H, Dual Use

1. Resolved to approve the 2024-2025 Dual Use Application for a dual use classroom and authorize the submission of this application to the County Department of Education.

Room sketch

**I.
Old Business**

- A. Election Update
Training Update

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			
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			
Jill Yochim, Vice President			
Time Adjourned at			