

**DOWNE TOWNSHIP BOARD OF EDUCATION  
REORGANIZATION &  
REGULAR BOARD OF EDUCATION MEETING – 6:30 P.M.  
JANUARY 5, 2021  
DOWNE TOWNSHIP ELEMENTARY SCHOOL**



**I. CALL TO ORDER (Board Secretary)**

**II. NEW JERSEY OPEN PUBLIC MEETING LAW** - The New Jersey Open Public Meeting 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 interests is discussed or acted upon. In accordance with the provisions of the Act, public notice of the meeting has been given by the Board Secretary in the following manner: Posting written notice to the “The South Jersey Times,” “The Press of Atlantic City,” and at the Elementary School, Newport, NJ.

**III. PLEDGE OF ALLEGIANCE**

**IV. SIGNING OF OATH OF OFFICE AND SWEARING IN OF NEW BOARD MEMBERS**

Dyron Corley, John Cerrito

**V. ROLL CALL (Board Secretary)**

**VI. REORGANIZATION**

1. Nomination and Election of Board President.  
  
Meeting returned to newly appointed Board President.
2. Nomination and Election of Vice President.
3. Code of Ethics
4. Adoption of Board Policies and Regulations.
5. Adoption of School District Curriculum Guide, Textbooks, & Five-Year Curriculum Plan and to reapprove district curriculum in all subject areas.
6. Selection of Official Newspapers
7. Selection of board member representative to the Executive Committee of the Cumberland County Associated Boards of Education
8. Selection of board member as voting delegate to the New Jersey School Boards Association
9. Appointment of Committees
10. Establishment of Regular and Work Session Board Meetings - Date, Time, and Place.  
Recommend: - to establish the Work Session and Regular Board Meeting be held the 3rd Tuesday of each month (except when listed below) at 6:30 P.M.in the Library:

	<u>Notes:</u>
February 16, 2021	HIB & SSDS Hearing
March _____	TBD
April _____	TBD
May 4, 2021	(First Tuesday to Rehire Staff & Budget Public Hearing)
June 15, 2020	
July	(No meeting held)
August 17, 2021	
September 21, 2021	
October 19, 2021	HIB & SSDS Hearing
November 16, 2021	
December	(No meeting held)
TBD	Reorganization & Regular

**VII. WORK SESSION - COMMITTEE REPORTS**

**VIII. COMMENCEMENT OF REGULAR MEETING**

**IX. APPROVAL OF MINUTES:**

1. Work Session and Regular Meeting Minutes of November 17, 2020

**X. LETTERS OF CORRESPONDENCE**

**XI. FINANCIAL REPORTS**

**XII. PUBLIC PARTICIPATION**

**XIII. OLD BUSINESS**

**XIV. SCHOOL BUSINESS ADMINISTRATOR'S ACTION ITEMS**

**1. Election Results**

It is recommended that the Board of Education acknowledge the official election results including attached write-ins from the School Election held November 2020:

<u>CATEGORY</u>	<u>CANDIDATES</u>	<u>VOTE</u>
3 Members (3-Year Term)	Dyron Corley	537
	Brent Daly	499
	Stanley Kershaw	495
Unexpired (1 Year Term)	John Cerrito	11 (Write-ins)

**2. School Choice Transportation to Cumberland Regional**

It is recommended that the Board of Education approve transportation costs in the amount of \$21,000 for district students attending Cumberland Regional High School for the 2020-2021 school year.

**XV. SUPERINTENDENT'S ACTION ITEMS**

**1. HIB (Harassment, Intimidation & Bullying)**

It is recommended that the Board of Education affirm the action taken and approve the November 2020 and December 2020 HIB Reports.

**2. Agreement between the Board of Education and Administrative Confidential Secretary**

It is recommended that the Board of Education approve the Agreement between the Board of Education and the Administrative Confidential Secretary, effective July 1, 2020 – June 30, 2021, which includes the duties of Substitute Caller.

**3. Agreement between the Board of Education and Head Custodian/Maintenance Supervisor**

It is recommended that the Board of Education approve the Agreement between the Board of Education and the Head Custodian/Maintenance Supervisor effective July 1, 2020 – June 30, 2021.

**4. Agreement between the Board of Education and Supervisor of Curriculum/Instruction**

It is recommended that the Board of Education approve the Agreement between the Board of Education and the Supervisor of Curriculum and Instruction effective July 1, 2020 – June 30, 2021.

**5. Co-Curricular Activities**

It is recommended that the Board of Education approve the co-curricular advisors for the 2020-2021 school year:

8 <sup>th</sup> Grade Class Advisor	\$ 1,092	_____
Yearbook Club:	\$ 728	_____

**6. Intent to Retire**

It is recommended that the Board of Education accept with regrets the intent to retire from Gail D’Emilio effective July 1, 2021.

**7. Appointment of Long-Term Elementary Teacher**

With the recommendation of the Superintendent, it is recommended that the Board of Education approve the appointment of Gabrielle Garavento as the long-term substitute Elementary Teacher to cover grade 3 tentatively effective on the leave request date of January 19, 2021 through April 21, 2021.

**8. Salary Guide Adjustment**

It is recommended that the Board of Education approve a salary guide adjustment for the following staff member:  
Lesia Robbins – from BA15 to MA

**9. Facilities Requests/Fund Raisers**

It is recommended that the Board of Education approve the following additions to the facilities requests/fund raisers calendar for the 2020-2021 school year:

<u>Organization</u>	<u>Activity/Fund Raiser</u>	<u>Date/Time</u>
Girl Scouts Troop 51001	Outdoor Cookie Booth Drive Thru	10:00 am – 2:00 pm 1/16,17, 30, 31 2/20,2/21 3/13, 14

**10. Age Range Waiver**

It is recommended that the Board of Education approve the motion to apply for an Age Range Waiver for a student in the self-contained LLD class.

**11. Other District Reports**

- a. Nurse's Report November
- b. Enrollment
- c. Security/Safety Drills
  - (1) Fire Drill 11/10/20, 11/13/20, 12/8/20, 12/17/20
  - (2) Shelter in Place 12/7/20, 12/10/20
  - (3) Notification Drill 11/18/2020

**12. For Your Information:**

- a. Department of Education – Sending/Receiving Representation Letter

**XVI. NEW BUSINESS**

**XVII. PUBLIC PARTICIPATION**

**XVIII. ADJOURNMENT**