

DOWNE TOWNSHIP BOARD OF EDUCATION

*Board of Education Meeting
Tuesday, March 18, 2025 – 6:30 p.m.*

PUBLIC AGENDA

I. CALL TO ORDER

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 the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act the Downe Township Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in *The South Jersey Times*, *The Press of Atlantic City*, and at the Downe Township Elementary School, Newport, NJ.

II. PLEDGE TO THE FLAG

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one nation under God, indivisible with liberty and justice for all.

III. ROLL CALL

Mrs. DiNovi, Business Administrator, will roll call the attendance:

Mrs. Blizzard	_____	Mr. Coleman	_____	Mr. Pignatelli	_____
Mr. Casper, Jr.	_____	Mr. Daly	_____	Mrs. Stratton	_____
Mr. Chaplin, Jr.	_____	Mr. Myers	_____		_____

IV. PRESENTATIONS

- Academic Recognition presented by Superintendent/Principal Sherri Miller and Supervisor of ACIS Alysia Thomson.
- 2025-2026 School Budget Presentation and adoption for submission to the Cumberland County Office of Education.

Approve, by Resolution, to submit the 2025-2026 School Budget to the County Office of Education.

V. PUBLIC COMMENT

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

The Board President will recognize those individuals in the audience who wish to comment on school-related topics. When addressing the Board of Education, please respect the following procedures:

1. *Be recognized by the Board President.*
2. *State your full name and address before commenting.*
3. *Wait to be recognized before making your comment(s).*
4. *Total time limit for public discussion – 30 minutes.*

VI. CORRESPONDENCE

None

VII. MINUTES

Approve the regular and executive session minutes of the February 18, 2025 meeting of the Downe Township Board of Education.

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VIII. BUDGET/FINANCE

A. Resolutions:

1. Approve the additional bills paid in January and February 2025 and the bills presented for payment in March 2025. Also, authorize the Business Administrator to pay any bills due and owing before the next Board of Education meeting and make any transfers of funds necessary so that no budgetary line item is over expended for the 2024-2025 school year. Any additional bills paid, and transfers made will be presented at the next Board of Education meeting.
2. Approve to submit the 2025-2026 Preschool Education Aid District Budget Planning Workbook in the amount of \$531,646 which is a decrease of \$176,933 from 2024-2025.
3. Approve the out-of-district placement and corresponding Special Education Tuition Contract Agreement for County Special Services School Districts between the Downe Township Board of Education and Cape May County Special Services & Cape May County Vocational Technical High School Board of Education, effective September 1, 2025 through June 30, 2026 for two (2) resident students (SID# 44031047524 and 4569617780) enrolled in the MD program at the cost of \$49,750 (\$38,750 for tuition and \$11,000 out-of-county fee) per student per year for a total cost of \$99,500.
4. Approve the out-of-district placement and corresponding Special Education Tuition Contract Agreement for County Special Services School Districts between the Downe Township Board of Education and Cape May County Special Services & Cape May County Vocational Technical High School Board of Education, effective September 1, 2025 through June 30, 2026 for one (1) resident students (SID# 8605662800) enrolled in the Autism program at the cost of \$57,000 (\$46,000 for tuition and \$11,000 out-of-county fee) per year.
5. Approve the out-of-district placement and corresponding Special Education Tuition Contract Agreement for County Special Services School Districts between the Downe Township Board of Education and Cape May County Special Services & Cape May County Vocational Technical High School Board of Education, effective September 1, 2025 through June 30, 2026 for one (1) resident students (SID# 9003125407) enrolled in the ERI program at the cost of \$56,900 (\$45,900 for tuition and \$11,000 out-of-county fee) per year.
6. Approve the One-to-One Agreement between the Downe Township Board of Education and Cape May County Special Services & Cape May County Vocational Technical High School Board of Education, effective July 1, 2025 through June 30, 2026 at the cost of \$30,240 per aide for the regular school year.
7. Approve the 2025-2026 Agreement for Extended School Year Program between the Downe Township Board of Education and Cape May County Special Services & Cape May County Vocational Technical High School Board of Education, effective July 1, 2025 through July 31, 2025 at the cost of \$3,500 per student. If a 1:1 aide is required for a student, that will be billed at an additional cost of \$3,025 each.
8. Approve the submission of the SEMI Participation Waiver to the Department of Education requesting participation and to waive budgeting the projected SEMI funds in the 2025-2026 budget.

BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT

A. Budget Summary

A Budget Summary for the month of March 2025 is presented for review.

B. Revenue Summary

A Revenue Summary for the months of January and February 2025, is presented for approval. The Board Secretary, in accordance with N.J.A.C. 6A23-2.12(c)2, certifies that there were no changes in anticipated revenue amounts or revenue sources.

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C. Transfers of Funds

Approve the Transfer Status Report through February 2025, and the transfers of funds for the months of January and February 2025.

D. Board Secretary's Report

Pursuant to N.J.A.C. 6A:23A-16.10(c)3, I certify that as of January 31, 2025 and February 28, 2025 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Downe Township Board of Education pursuant to N.J.S.A. 18A22-8.1 and N.J.S.A. 18A:22-8.2, and no budgetary line item account was over-expended in violation of N.J.A.C. 6:23-16.10(a)1.



Lisa M. DiNovi, Board Secretary

March 18, 2025
Date

E. Treasurer's Report

In accordance with 18A:22-8.1 and 18A:22-8.2, the preliminary Report of the Treasurer of School Funds for the 2024-2025 school year is in agreement with the January and February 2025 Reports of the Board Secretary, pending audit adjustments.

F. Board Certification

Pursuant to N.J.A.C. 6A23A-16.10(c)4, the Downe Township Board of Education certifies that as of March 18, 2025, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Reports for January and February 2025, and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(a)1, and that sufficient funds were available to meet the district's financial obligations for the remainder of the 2024-2025 school year.

IX. CURRICULUM

None

X. POLICY

None

XI. PERSONNEL

A. Resolutions:

1. Approve to add the following individual(s) to the Master Substitute List for the 2024-2025 school year pending successful completion of all requisite paperwork including Criminal History Review.

Barbara Gilson

Substitute Aide, Office Aide

Maryann Maccrri

Substitute Aide

2. Accept, with regret, the resignation of staff member, Joseph Henault, from the position of substitute caller effective June 30, 2025.

XII. BUILDING & GROUNDS / TRANSPORTATION

A. Resolutions:

1. Approve the Fire, Safety and Security Drill Report for February 2025, as follows:

Bomb Evacuation 2/21/2025

Fire Drill 2/10/2025

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2. Approve the following additions to the facilities requests/fund raisers calendar for the 2024-2025 school year:

<u>Organization</u>	<u>Activity/Fund Raiser</u>	<u>Date/Time</u>
Afterglow	High-End Raffle	April 2025
Kids' Center	Phillies Trip	June 30, 2025
PTO	Penny Wars Fundraiser	April 2025
Grades 1&2	Art Supply Basket Raffle	4/15/25-5/1/25
Grades 1&2	Art Show Fundraiser	May 1, 2025

XIII. EXECUTIVE SESSION

Adjourn, by Resolution, into Closed Session, from which the general public will be excluded, to discuss student placement, personnel, litigation, negotiations, or student matters 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.

XIV. RESUMPTION OF PUBLIC PORTION OF THE MEETING

XV. SUPERINTENDENT/PRINCIPAL REPORT

XVI. BOARD OF EDUCATION BUSINESS

- A. Old Business
- B. New Business

Resolutions:

1. Approve to cancel the April 15, 2025 Board of Education meeting.
2. Approve to set the date and time and place of the Public Hearing on the 2025-2026 School Budget as Tuesday, May 6, 2025 at 6:30 p.m. at the Downe Township Elementary School.

- C. HIB

Resolutions:

1. Affirm the action taken and approve the February 2025 HIB Report and review the March 2025 HIB Report.

XVII. OTHER DISTRICT REPORTS

- Nurse's Report
- Enrollment

XVIII. FOR YOUR INFORMATION

- Please complete Personal and Financial Disclosures
- Superintendent and Board Self-Evaluation.

XIX. PUBLIC PARTICIPATION

XX. ADJOURNMENT

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