

**DOWNE TOWNSHIP BOARD OF EDUCATION  
REMOTE WORK SESSION MEETING &  
REGULAR BOARD OF EDUCATION MEETING – 6:30 P.M.  
August 18, 2020  
DOWNE TOWNSHIP ELEMENTARY SCHOOL**



- I. The meeting was called to order at 6:30 P.M. by Board President, Stultz Taylor.
- II. Roll call was taken.  
Members Present:  
    Kimberly Beardsworth                      Marylou Henderson  
    Marie Blizzard                              Stultz Taylor  
    John Cerrito  
Members Absent:  
    Albert Casper  
    Dyron Corley  
Others Present:  
    Sherri Miller, Superintendent/Principal  
    Lisa DiNovi, School Business Administrator/Board Secretary  
    Public: Brent Daly
- III. School Business Administrator, Lisa DiNovi, read the following - 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.
- IV. Pledge of Allegiance
- V. Work Session - Committee Reports were given.
- VI. Commencement of Regular Meeting
- VII. Approval Of Minutes – Motion: Marie Blizzard Second: John Cerrito – to approve the work session and regular meeting minutes of June 16, 2020. Approved unanimously by those members present. Motion carried: 5-0-0.
- VIII. Letters Of Correspondence
- IX. Financial Reports – Motion: Marylou Henderson Second: Marie Blizzard – to approve the following financial reports. Approved unanimously by those members present. Motion carried 5-0-0.

**A. BUDGET/FINANCE**

1. The processing of Electronic Funds Transfers for **June 2020** to account for state mandated deductions from State Aid which is automatically forwarded to Special Services Districts for tuition paid, and bills paid by the Business Administrator in **June 2020**. 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 2019-2020 and 2020-2021 school year. A list of any bills paid and transfers made will be presented at the next Board of Education meeting.
2. Transfer of Funds – Tabled

**B. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORTS - Tabled**

**X. Public Participation**

Brent Daly:

1. Asked about the first reading of the contact tracing policy and the policy stated.
2. Commented that he likes the new uniform policy. He loves that there are more options and likes having uniforms.
3. Commented that he is very disappointed with the Board of Education that the July meeting was cancelled. Asked where a person is supposed to go if they have questions about the pandemic.
4. Commented that there is a lack of communication coming from the school. He felt there was more information on Mr. Softee than the survey, which he feels is more important. Stated that there was no communication to ask if the parents wanted to be part of the reopening committee.
5. Stated that he was unhappy that parents were not a part of the committee to reopen and he is upset that the school does not use technology better.

**XI. Old Business – None**

**XII. School Business Administrator's Action Items**

**Digital Divide Grant** – Motion: Marie Blizzard Second: John Cerrito – to approve and accept the Digital Divide Grant in the amount of \$11,508. Monies have been allocated for Hot Spots and Chromebooks to meet the 1:1 devices for remote learning. Approved unanimously by those members present. Motion carried 5-0-0.

**Cape May County Special Services Itinerant Agreement** – Motion: Marie Blizzard Second: John Cerrito - to approve the Cape May County Special Services Itinerant Agreement for the 2020-2021 School Year. Approved unanimously by those members present. Motion carried 5-0-0.

**Southern Coastal Regional Employee Benefits Fund Agreements** – Motion: Marie Blizzard Second: John Cerrito – to approve the Indemnity and Trust Agreement and Resolution to Join for Southern Coastal Regional Employee Benefits Fund effective August 1, 2020. Approved unanimously by those members present. Motion carried 5-0-0.

**Amendment to Purchasing Agent Appointment** - Motion: Marie Blizzard Second: John Cerrito – to amend the May 5, 2020 motion to reappoint Lisa Di Novi as Purchasing Agent to make the following update:

Must go out to bid anything over \$44,000 (Previously \$40,000)  
Approved unanimously by those members present. Motion carried 5-0-0.

XIII. Superintendent's Action Items

**Acknowledge Board Vacancy** – Motion: John Cerrito Second: Marie Blizzard – to acknowledge the board vacancy as a result of the passing of board member Darla Saulin. Approved unanimously by those members present. Motion carried 5-0-0.

**HIB (Harassment, Intimidation & Bullying)** – Motion: John Cerrito Second: Marie Blizzard – to affirm the action taken and approve the June 2020 HIB Reports. Approved unanimously by those members present. Motion carried 5-0-0.

**Appointment of Special Education Teacher** – Motion: John Cerrito Second: Marie Blizzard – with the recommendation of the Superintendent, to approve the appointment of Holly Ruscica to the position of Special Education Teacher effective September 1, 2020 at Step MA-1 of the salary guide. Approved unanimously by those members present. Motion carried 5-0-0.

\* Dyron Corley arrived at the meeting at 7:01 P.M.

**Leave of Absence Request** – Motion: Dyron Corley Second: Marylou Henderson – with the recommendation of the Superintendent, to approve the leave of absence requests from Jennifer Langley effective 8/31/2020-9/17/2020. Approved unanimously by those members present. Motion carried 6-0-0.

**Resignation** – Motion: Dyron Corley Second: Marylou Henderson – with the recommendation of the Superintendent, to accept with regrets the resignation of Mary Blizzard, Classroom Aide, effective August 31, 2020. Approved unanimously by those members present. Motion carried 6-0-0.

**Appointment of Substitute** – Motion: Dyron Corley Second: Marylou Henderson – with the recommendation of the Superintendent, to approve the following substitute:

Jillian DeMore                      Substitute Aide  
Approved unanimously by those members present. Motion carried 6-0-0.

**Reopening Plan** – Motion: Dyron Corley Second: John Cerrito – to approve the district Reopening Plan as a fluid document that is subject to change based on guidance from the Department of Education and the Governor's executive orders. The plan will be available digitally on [www.downeschool.org](http://www.downeschool.org). A hard copy will be furnished upon request. The hybrid model plan has been changed to a full-remote learning plan in accordance with all public schools in Cumberland County and guidance from the Cumberland County Health Department. Approved unanimously by those members present. Motion carried 6-0-0.

**Personal Nurse Agreement** – Motion: Dyron Corley Second: John Cerrito – to approve the Personal Nurse Agreement between Cape May County Special Services School District and the Downe Township Board of Education for a LPN nurse required for a district student attending the 2020-2021 school year. Approved unanimously by those members present. Motion carried 6-0-0.

**Instructional Assignments** – Motion: Dyron Corley Second: John Cerrito - with the recommendation of the Superintendent, to review and approve the instructional assignments for the 2020-2021 school year. Approved unanimously by those members present. Motion carried 6-0-0.

**Staff Evaluation Forms/Rubrics** – Motion: Dyron Corley Second: John Cerrito - with the recommendation of the Superintendent, to approve all staff evaluation forms/rubrics. Approved unanimously by those members present. Motion carried 6-0-0.

**Commission of the Blind – Request to Provide Services** – Motion: Dyron Corley Second: John Cerrito – to approve a Request to Provide Services for a district student who is eligible to receive education services provided by the New Jersey Commission for the Blind and Visually Impaired. Costs \$2100.00. Approved unanimously by those members present. Motion carried 6-0-0.

**Non-Resident Tuition Students** – Motion: Marie Blizzard Second: Dyron Corley – to accept the following non-resident tuition students for the 2020-2021 school year:

<u>Student</u>	<u>Grade</u>	<u>Type of Enrollment</u>
#1	PreK-3	New
#2	1	Continuing – Staff Member Child
#3	5	Continuing – Staff Member Child
#4	7	Continuing – Staff Member Chil

Approved unanimously by those members present. Motion carried 6-0-0.

**Participation in SRI & ETTC** – Motion: Marie Blizzard Second: Dyron Corley – to approve participation for SRI & ETTC hours through Stockton College for the 2020-2021 school year at the cost of \$565.00 (174 Students at \$3.25). Approved unanimously by those members present. Motion carried 6-0-0.

## **Policy**

**Annually Reviewed Policies** - Motion: Marie Blizzard Second: Dyron Corley – to accept the following policies:

- 5131 Conduct/Discipline & Student Code of Conduct
- 5131.1 Harassment, Intimidation & Bullying
- 5144 Discipline/Consequences

**Policy Updates** - Motion: Marie Blizzard Second: Dyon Corley – to adopt the following policy updates:

- 1250 Visitors
- 3510 Operation and Maintenance of Plant
- 3541.33 Transportation Safety
- 5113 Attendance, Absences, and Excuses
- 5132.1 Student Standard of Dress
- 5141.2 Illness
- 5141.3 Health Examinations & Immunizations

Approved unanimously by those members present. Motion carried 6-0-0.

**First Reading** - Motion: Marie Blizzard Second: Dyon Corley – the following policies are being presented as the first reading at this meeting. The second reading will be presented at the next meeting for adoption:

**New Adoptions**

- 2111.6 Re-Opening School Following a Pandemic
- 2111.65 Contact Tracing & Screening – Pandemic
- 6173.1 Remote Learning

Approved unanimously by those members present. Motion carried 6-0-0.

\*7:13 Kim Beardsworth left the meeting.

\*7:14 Kim Beardsworth reentered the meeting.

**School Calendar – Revision** – Motion: John Cerrito Second: Dyon Corley – to review and approve the revised 2020-2021 school calendar as attached. The first day for students will now be Thursday, September 3, 2020. A Staff Workshop day was moved from Friday, February 12 to Wednesday, September 2. Approved unanimously by those members present. Motion carried 6-0-0.

**2019-2020 Superintendent's Evaluation** – Motion: John Cerrito Second: Dyon Corley – to acknowledge the completion of the 2019-2020 Superintendent Evaluation for Sherri Miller that was completed by July 31, 2020. Voting affirmatively: Marylou Henderson, Kim Beardsworth, Dyon Corley, John Cerrito, Stultz Taylor Voting No: None Abstentions: Marie Blizzard. Motion carried 5-0-1.

**Waiver for Dual Use of Educational Space** – Motion: John Cerrito Second: Dyon Corley – to submit to the county office a waiver request for Dual Use of Educational Space for the 2020-2021 school year for the following room:

Room #140 Small Group Instruction/OT/PT Services

Approved unanimously by those members present. Motion carried 6-0-0.

**Waiver for Toilet Room Facilities** – Motion: John Cerrito Second: Dyon Corley – to submit to the county office a waiver request for the Kindergarten (Room 127) classroom for the 2020-2021 school year for alternate method of compliance in accordance with NJAC 6A:26-6.3(h)4ii by providing toilet rooms adjacent to the classroom instead of within the classroom. A classroom aide will be assigned toilet room supervision. Approved unanimously by those members present. Motion carried 6-0-0.

**Renewal Application for Temporary Instructional Space** – Motion: Marie Blizzard Second: Dyron Corley – to submit to the county office a renewal application for Temporary Instructional Space for use of the modular building to provide student counselling for the 2020-2021 school year. Approved unanimously by those members present. Motion carried 6-0-0.

**NJQSAC Interim Review Placement Scores** – Motion: Marie Blizzard Second: Dyron Corley – to acknowledge the NJQSAC Interim Review Placement Score of 79 for Instruction and Program and to approve continuation of the district's Improvement Plan for this area. The executive county superintendent will conduct the next interim review in December 2020. Approved unanimously by those members present. Motion carried 6-0-0.

**Professional Day Requests** – Motion: Marie Blizzard Second: Dyron Corley – to approve the Professional Day requests as presented by staff. Approved unanimously by those members present. Motion carried 6-0-0.

**Other District Reports**

- a. Enrollment

**For Your Information**

- a. Board Self Evaluation Tally
- b. NJSBA – Virtual Workshop 2020 held October 20-22, 2020 – Cost: Group- \$900  
Individuals-\$199

XIV. New Business

Dyron Corley – Asked about the board vacancies and if they are up for election or appointment.  
Stultz Taylor – Replied that there are seats on the ballot and a seat for appointment due to Darla Saulin's passing.  
John Cerrito – Asked how many people put in for the ballot.  
Lisa DiNovi – Replied there are three seats available. She is unsure how many put in for the ballot.

XV. Public Participation

Stultz Taylor – Recognized the passing of Darla Saulin and her service to the board of education.

Brent Daly – Stated that he was sorry for beating up on Mrs. Miller under the circumstances. Stated this has been difficult for everyone. Mr. Daly thanked his child's fourth grade teacher for doing a great job and said he appreciated that the sixth grade teacher did a wonderful Covid project his child really related to.

Mrs. Miller – Stated that if anyone has a question or concern she is always available. If she doesn't hear from anyone, she takes that as if everyone is informed.

XVI. Adjournment – Motion: Marie Blizzard Second: John Cerrito – to adjourn the meeting at 7:34 P.M.  
Approved unanimously by those members present. Motion carried: 6-0-0.

Respectfully submitted by,

A handwritten signature in cursive script, appearing to read "Lisa DiNovi".

Lisa DiNovi  
School Business Administrator/  
Board Secretary