

**DOWNE TOWNSHIP BOARD OF EDUCATION
REMOTE WORK SESSION MEETING &
REGULAR BOARD OF EDUCATION MEETING – 6:30 P.M.
SEPTEMBER 15, 2020
DOWNE TOWNSHIP ELEMENTARY SCHOOL**



- I. The meeting was called to order at 6:30 PM by Board President, Stultz Taylor.
- II. Roll call was taken.
Members present:
Kimberly Beardsworth John Cerrito Marylou Henderson
Marie Blizzard Dyron Corley Stultz Taylor
Members absent:
Albert Casper
Others present:
Sherri Miller, Superintendent/Principal
Lisa DiNovi, School Business Administrator
Public: Lesa Robbins
- 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 August 18, 2020. Approved unanimously by those members present. Motion carried: 6-0-0.
- VIII. Letters Of Correspondence - None
- IX. Financial Reports
Motion – Marylou Henderson Second – Dyron Corley – to approve the following financial reports. Approved unanimously by those members present. Motion carried: 6-0-0.

A. BUDGET/FINANCE

1. The processing of Electronic Funds Transfers for **July 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 **July and August 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 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

XI. Old Business – None

XII. School Business Administrator's Action Items

Joint Purchasing Agreement with the Millville Board of Education – Motion: Dyron Corley Second: Marie Blizzard – to approve the Joint Purchasing Agreement for Custodial, Medical, Copier Paper, and Miscellaneous Supplies with the Millville Board of Education for the 2020-2021 school year. Approved unanimously by those members present. Motion carried: 6-0-0.

Regular Transportation Contracts 2020-2021 – Motion: Dyron Corley Second: Marie Blizzard – to approve the Student Transportation Contract Renewal with Sheppard Bus Services for the 2020-2021 school year as follows:

<u>Route #</u>	<u>Destination</u>	<u>2019-2020 Per Diem</u>	<u>NJSA Extension</u>	<u>2020-2021 Per Diem</u>	<u>2020-2021 Yearly Cost</u>
DT#1	Downe Elementary	\$174.06	\$2.96	\$177.02	\$ 31,863.60
DT#2	Downe Elementary	\$174.06	\$2.96	\$177.02	\$ 31,863.60
DT#3	Downe Elementary	\$174.06	\$2.96	\$177.02	\$ 31,863.60
DT#3A	Downe Elementary	\$174.06	\$2.96	\$177.02	<u>\$ 31,863.60</u>
					\$127,454.40

Voting Affirmatively: Marie Blizzard, Marylou Henderson, Kim Beardsworth, Dyron Corley, Stultz Taylor. Voting No: John Cerrito Abstentions: None. Motion carried: 5-1-0.

XIII. Superintendent's Action Items

Board Vacancy – Motion: Marie Blizzard Second: John Cerrito – to approve the Board Secretary to advertise to fill the board vacancy due to the passing of Darla Saulin. Approved unanimously by those members present. Motion carried: 6-0-0

School Violence Awareness Week (NJSA 18A:36-5.1 and NJAC 6A:16-5.2) and Week of Respect (Anti-Bullying Bills of Rights Act P.L. 2010, c.122) – Motion: Marie Blizzard Second: John Cerrito – to designate October – “Safety Month” to include the week of October 5-9, 2020 as the district’s School Week of Respect and the week of October 19-23, 2020 as the district’s School Violence Awareness Week. Approved unanimously by those members present. Motion carried: 6-0-0.

Appointment of Substitute – Motion: Marie Blizzard Second: John Cerrito - with the recommendation of the Superintendent, to approve the following substitutes:

April Moore	Substitute Aide and Substitute Van Aide
Eric deJong	Substitute Teacher

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

Special Education Out-of-District Placement 2020-2021 – Motion: Dyron Corley Second: John Cerrito – to approve the following out-of-district placement at the Creative Achievement Academy, LLC for the 2020-2021 school year:

<u>#Students</u>	<u>Regular School Year</u>
1	\$51,458.40

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

Special Education Out-of-District Placement 2020-2021 – Motion: Dyron Corley Second: John Cerrito – to approve the following out-of-district placements at Salem County Special Services School District for the 2020-2021 school year:

<u># Students</u>	<u>Regular School Year</u>	<u>Program</u>	<u>Site</u>	<u>Itinerant Services</u>
1	\$45,176	Autism	Cumberland Campus	According to IEP
1	\$45,176	Autism	Upper Pittsgrove	According to IEP

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

Itinerant/Shared Services Agreement with Salem County Special Services School District – Motion: Dyron Corley Second: John Cerrito – to approve the Itinerant/Shared Services Agreement with the Salem County Special Services School District effective July 1, 2020-June 30, 2021. Approved unanimously by those members present. Motion carried 6-0-0.

Safety and Health Operational Plans – Motion: Dyron Corley Second: John Cerrito – to approve the following updated district safety and health operational plans:

- School Safety & Security Plan
- School Integrated Pest Management Plan
- Written Hazard Communication Program
- Foodservice Biosecurity Management Plan
- HACCP-Based Standard Operating Procedures
- Emergency Office Management Plan
- Exposure Control Plan
- Downe Indoor Air Quality

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

District Professional Development Plan and Mentoring Plan – Motion: John Cerrito Second: Marie Blizzard – to approve the district’s Professional Development Plan and Mentoring Plan for the 2020-2021 school year and to submit the Statement of Assurances to the Department of Education. Approved unanimously by those members present. Motion carried: 6-0-0.

Policy – Second Reading – Motion: John Cerrito Second: Marie Blizzard – to adopt as a second reading the following policies:

New Adoptions

2111.6	Reopening 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.

Professional Day Requests – Motion: John Cerrito Second: Marie Blizzard – to approve the Professional Day Requests as attached. Voting Affirmatively: Marie Blizzard, Marylou Henderson, Kim Beardsworth, Dyron Corley, and John Cerrito. Voting no: None Abstentions: Stultz Taylor. Motion carried: 5-0-1.

** Albert Casper joined the meeting 6:56 PM

Leave of Absence Request – Motion: John Cerrito Second: Dyron Corley – with the recommendation of the Superintendent, to approve the leave of absence request from Megan Jones effective 10/13/2020 – 1/4/2021, contingent on the district returning to hybrid/in-person instruction. Approved unanimously by those members present. Motion carried: 7-0-0.

Leave of Absence Request – Motion: John Cerrito Second: Dyron Corley – with the recommendation of the Superintendent, to approve the leave of absence request from Jennifer Langley effective 10/13/2020 – 12/15/2020, contingent on the district returning to hybrid/in-person instruction. Approved unanimously by those members present. Motion carried: 7-0-0.

School Based Youth Services Program Resolution – Motion: John Cerrito Second: Dyron Corley – to approve the Resolution Urging Continued State Funding of the School Based Youth Services Program. Approved unanimously by those members present. Motion carried: 7-0-0.

XV. New Business

XVI. Public Participation

Lesa Robbins – Stated that she feels we need a counsellor at the school after the loss of the counsellor provided through Kids’ Center. She understands it will cost the district more money, but would like to find a way to get one.

XVII. Adjournment – Motion: Marie Blizzard Second: Albert Casper – to adjourn the meeting at 7:04 PM.
Approved unanimously by those members present. Motion carried: 7-0-0.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Lisa DiNovi". The signature is fluid and cursive, with the first name "Lisa" and last name "DiNovi" clearly distinguishable.

Lisa DiNovi
School Business Administrator/
Board Secretary