

**DOWNE TOWNSHIP BOARD OF EDUCATION
REMOTE REORGANIZATION &
REGULAR BOARD OF EDUCATION MEETING - 6:30 P.M.
JANUARY 4, 2022
DOWNE TOWNSHIP ELEMENTARY SCHOOL**

- I. The meeting was called to order at 6:30 P.M. by School Business Administrator, Lisa DiNovi.
- II. 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.
- III. Pledge of Allegiance
- IV. Signing of Oath of Allegiance and Swearing in of newly elected and re-elected Board Members:
Albert Casper, Jr., Marylou Henderson, Candy Stratton
- V. Roll call was taken.
Members present:
Albert Casper Marylou Henderson Stultz Taylor
Dyron Corley Stanley Kershaw
Brent Daly Candy Stratton
Members absent:
Marie Blizzard Board Vacancy
Others present:
Lisa DiNovi, School Business Administrator/Board Secretary
Public: Rachel Howgate
- VI. Reorganization

Nomination of President and Election of President - The Board Secretary opens the floor to nominations for the Office of President of the Downe Township Board of Education.

Motion: Albert Casper Second: Stanley Kershaw – to open nominations for the position of President.

Motion: Albert Casper Second: Marylou Henderson - to nominate Stultz Taylor to serve as President of the Downe Township Board of Education. Voting affirmatively: Albert Casper, Marylou Henderson, Candy Stratton, Dyron Corley, Brent Daly. Voting no: Stanley Kershaw Abstentions: Stultz Taylor. Motion carried: 5-1-1.

Motion: Albert Casper Second: Brent Daly – to close nominations for the position of Board President.

The Board Secretary calls for a roll call vote on the election of Stultz Taylor as President of the Board of Education for a term of one year, commencing January 4, 2022 and until his/her successor is elected and shall qualify. Stultz Taylor accepts the nomination.

Roll call vote was taken. Voting affirmatively: Albert Casper, Marylou Henderson, Candy Stratton, Dyron Corley, Brent Daly. Voting no: Stanley Kershaw Abstentions: Stultz Taylor. Motion carried: 5-1-1. The Board Secretary then declares Stultz Taylor elected to the Office of President and yields the chair to the President.

Nomination of Vice President and Election of Vice President - The President opens the floor to nominations for the Office of Vice President of the Downe Township Board of Education.

Motion: Albert Casper Second: Dyron Corley – to open nomination for the position of Vice President.

Motion: Stanley Kershaw Second: Albert Casper – to nominate Marylou Henderson to serve as Vice President.

The Board Secretary calls for a roll call vote on the election of Marylou Henderson as Vice President of the Board of Education for a term of one year, commencing January 4, 2022 and until his/her successor is elected and shall qualify. Marylou Henderson accepts the nomination.

Roll call vote was taken. Voting affirmatively: Albert Casper, Candy Stratton, Dyron Corley, Brent Daly, Stanley Kershaw, Stultz Taylor. Voting no: None Abstentions: Marylou Henderson Motion carried: 6-0-1. The President then declared Marylou Henderson to the office of Vice President.

Code of Ethics - Motion: Albert Casper Second: Marylou Henderson – to acknowledge that the Board reviewed and discussed the Code of Ethics for Schools Board Members at the board meeting and after discussion, that each board member signed an “Acknowledgment of Receipt” with a copy kept on file in the board office. Approved unanimously by those members present. Motion carried: 7-0-0.

Adoption of Policies & Regulations -Motion: Albert Casper Second: Candy Stratton – to readopt all current board policies and regulations. Approved unanimously by those members present. Motion carried: 7-0-0.

Adoption of School District Curriculum Guide, Textbooks, & Five-Year Curriculum Plan and to reapprove district curriculum in all subject areas - Motion: Albert Casper Second: Candy Stratton – to adopt the school district curriculum guide, textbooks, and five-year curriculum plan and to reapprove district curriculum in all subject areas. Approved unanimously by those members present. Motion carried: 7-0-0.

Selection of Official Newspapers - Motion: Albert Casper Second: Candy Stratton – to maintain the “The South Jersey Times” and “The Press of Atlantic City” as official newspapers. Approved unanimously by those members present. Motion carried: 7-0-0.

Selection of Board Representative to Executive Committee of Cumberland County Associated Boards of Education – Motion: Albert Casper Second: Candy Stratton – to select Marylou Henderson and Dyron Corley as board representatives to the Executive Committee of Cumberland County Associated Boards of Education. Approved unanimously by those members present. Motion carried: 7-0-0.

Selection of Voting Delegate to the New Jersey School Boards Association – Motion: Dyron Corley Second: Albert Casper – to select Stultz Taylor with alternate Marylou Henderson as voting delegate to the New Jersey School Boards Association. Approved unanimously by those members present. Motion carried: 7-0-0.

Appointment of Committee Members - Tabled

Establishment of Work Sessions & Regular Board Meetings – Motion: Albert Casper Second: Dyron Corley – 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 Cafeteria or held virtually if necessary:

	<u>Notes:</u>
February 15, 2022	HIB & SSDS Hearing
March 15, 2022	
April	(No meeting held)
May 3, 2022	(First Tuesday to Rehire Staff & Budget Public Hearing)
June 21, 2022	
July	(No meeting held)
August 16, 2022	
September 20, 2022	
October 18, 2022	HIB & SSDS Hearing
November 15, 2022	
December	(No meeting held)
TBD	Reorganization & Regular

Approved unanimously by those members present. Motion carried: 7-0-0.

VII. Commencement of Regular Meeting

VIII. Approval of Minutes – Motion: Dyron Corley Second: Albert Casper - to approve the work session and regular meeting minutes of November 16, 2021. Approved unanimously by those members present. Motion carried: 7-0-0.

Motion: Dyron Corley Second: Albert Casper - to approve the Executive Session meeting minutes of November 16, 2021. Approved unanimously by those members present. Motion carried: 7-0-0.

IX. Letters of Correspondence – None

X. Financial Reports

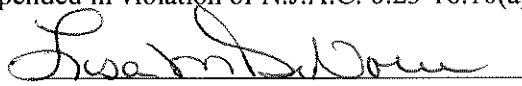
Motion: Albert Casper Second: Brent Daly – to approve the following financial reports. Approved unanimously by those members present. Motion carried: 7-0-0.

A. BUDGET/FINANCE

1. Payroll for the month of **November 2021**, the processing of Electronic Funds Transfers for **November 2021** 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 **November and December 2021**. 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 2021-2022 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
To approve the Transfer of Funds for the month of **November 2021**.

B. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORTS

1. Revenue Summary
A Revenue Summary for the month of **November 2021** are presented for approval. The Board Secretary, in accordance with N.J.A.C. 6A:23-2.12(c) 2, certifies that there are no changes in anticipated revenue amounts or revenue sources and sufficient funds are available to end the fiscal year.
2. Board Secretary's Report
Pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I certify that as of **November 2021** 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. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6:23-16.10(a)1.


Lisa M. DiNovi, Board Secretary

January 4, 2022
Date

3. Treasurer's Report
In accordance with 18A:22-8.1 and 18A:22-8.2 for the month of **November 2021**, the preliminary Report of the Treasurer of School Funds for the 2021-2022 school year are in agreement with the **November 2021** Report of the Board Secretary, pending audit adjustments.
4. Board Certification
Pursuant to N.J.A.C. 6A:23A-16.10(c) 4, the Downe Township Board of Education certifies that as of **January 4, 2022** and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report for **November 2021**, and upon consultation with the appropriate district officials, to the best of the Boards' 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 are available to meet the district's financial obligations for the remainder of the 2021-2022 fiscal year.

- XI. Public Participation
Chelsea Langley – applicant for Elementary Education position introduced herself.
- XII. Old Business
Solar investing and the geo-thermal system were discussed.
- XIII. School Business Administrator's Action Items

Election Results – Motion: Dyron Corley Second: Brent Daly – to acknowledge the official election results including attached write-ins from the School Election held November 2021:

<u>Category</u>	<u>Candidates</u>	<u>Votes</u>
2 Members (3-Year Term)	Candy Stratton	362
	Albert Casper	375
Unexpired (1 Year Term)	Marylou Henderson	400

Approved unanimously by those members present. Motion carried: 7-0-0.

School Choice Transportation to Cumberland Regional – Motion: Dyron Corley Second: Brent Daly – to approve transportation costs in the amount of \$20,000 for district students attending Cumberland Regional High School for the 2021-2022 school year. Approved unanimously by those members present. Motion carried: 7-0-0.

CCTEC Revised Tuition Contracts – Motion: Dyron Corley Second: Brent Daly – to approve the Revised CCTEC 2021-2022 Tuition Contracts for full-time vocational students.

<u># Students</u>	<u>Per Pupil Cost</u>	<u>Total Cost</u>
14	\$4,782	\$66,948

Approved unanimously by those members present. Motion carried: 7-0-0.

2019-20 Security Grant – Motion: Dyron Corley Second: Brent Daly – to approve to accept the 2019-2020 Alyssa's Law security grant in the amount of \$20,000. Approved unanimously by those members present. Motion carried: 7-0-0.

- XIV. Superintendent's Action Items

HIB (Harassment, Intimidation & Bullying) - Tabled

Appointment of Elementary Teacher – Motion: Albert Casper Second: Brent Daly - with the recommendation of the Superintendent, approve the appointment of Chelsea Langley to the position of Elementary Teacher effective January 24, 2022, or sooner if possible, at Step BA-1 of the 2021-2022 salary guide. Her instructional assignment for the 2021-2022 school year will be Eighth Grade/Middle School Math. Roll call vote was taken. Approved unanimously by those members present. Motion carried: 7-0-0.

Resignation – Motion: Brent Daly Second: Albert Casper - with the recommendation of the Superintendent, to accept with regrets the resignation of paraprofessional Lari Schwegel, effective December 23, 2021. Approved unanimously by those members present. Motion carried: 7-0-0.

Safe Return Plan – Motion: Stanley Kershaw Second: Dyron Corley – to approve the updates to the Safe Return Plan. A copy of the plan will be posted on the district website. Approved unanimously by those members present. Motion carried: 7-0-0.

Other District Reports

- a. Nurse's Report November
- b. Enrollment
- c. Security/Safety Drills
 - (1) Fire Drill 12/7/2021
 - (2) Inside Lockdown 11/30/2021
 - (3) Lockdown 12/20/2021

XV. New Business

The board acknowledged and thanked the staff that cleared recent snowfall.

XVI. Public Participation

Mr. Daly questioned the social distancing rules and stated that Downe should look into closing the school over Covid cases.

XVII. Adjournment – Motion: Stanley Kershaw Second: Albert Casper - to adjourn the meeting at 7:25 P.M. Approved unanimously by those members present. Motion carried: 7-0-0.

Respectfully submitted by,



Lisa DiNovi
School Business Administrator/
Board Secretary