DOWNE TOWNSHIP BOARD OF EDUCATION
REORGANIZATION &
REGULAR BOARD OF EDUCATION MEETING – 6:30 P.M.
JANUARY 3, 2023
DOWNE TOWNSHIP ELEMENTARY SCHOOL

I. The meeting was called to order at 6:30 PM 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 Office And Swearing In of Newly Elected and Re-elected Board Members
Marie Blizzard, Kyle Myers, Sean Pignatelli, Raymond Chaplin, Jr.

V. Roll call was taken.
Members Present:

Marie Blizzard	Dyron Corley	Kyle Myers
Albert Casper	Brent Daly	Sean Pignatelli
Raymond Chaplin, Jr.	Stanley Kershaw	Candy Stratton

Members Absent:
None
Others Present:
Sherri Miller, Superintendent/Principal
Lisa DiNovi, School Business Administrator/Board Secretary
Public

VI. Reorganization

<u>Nomination and Election of President</u> – The Board Secretary opens the floor to nominations for the Office of President of the Downe Township Board of Education.

Motion: Stanley Kershaw Second: Brent Daly – to open nominations for the position of President. Approved unanimously by those members present. Motion carried: 9-0-0.

Motion: Stanley Kershaw Second: Sean Pignatelli – to nominate Albert Casper for the position of President. Approved unanimously by those members present. Motion carried: 9-0-0.

Motion: Candy Stratton Second: Albert Casper – to nominate Dyron Corley for the position of President and to close nominations for the position of President. Approved unanimously by those members present. Motion carried: 9-0-0.

The Board Secretary calls for a roll call vote on the election of Albert Casper as President of the Board of Education for a term of one year, commencing January 3, 2023 and until his/her successor is elected and shall qualify.

Roll call vote was taken. Voting affirmatively: Stanley Kershaw, Sean Pignatelli. Voting no: Albert Casper, Marie Blizzard, Raymond Chaplin, Jr., Candy Stratton, Dyron Corley, Brent Daly, Kyle Myers. Abstentions: None. Motion lost: 2-7-0. Albert Casper rejects the nomination.

The Board Secretary calls for a roll call vote on the election of Dyron Corley as President of the Board of Education for a term of one year, commencing January 3, 2023 and until his/her successor is elected and shall qualify. Dyron Corley accepts the nomination.

Roll call vote was taken. Voting affirmatively: Albert Casper, Marie Blizzard, Raymond Chaplin, Jr., Candy Stratton, Brent Daly, Kyle Myers. Voting no: Stanley Kershaw, Sean Pignatelli Abstentions: Dyron Corley. Motion carried: 6-2-1.

The Board Secretary declares Dyron Corley elected to the Office of President and yields the chair to the President.

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

Motion: Brent Daly Second: Marie Blizzard – to open nominations for the position of Vice President. Approved unanimously by those members present. Motion carried: 9-0-0.

Motion: Brent Daly Second: Marie Blizzard – to nominate Albert Casper to serve as Vice President. Approved unanimously by those members present. Motion carried: 9-0-0.

The Board Secretary calls for a roll call vote on the election of Albert Casper as Vice President of the Board of Education for a term of one year, commencing January 3, 2023, and until his/her successor is elected and shall qualify. Albert Casper accepts the nomination.

Roll call vote was taken. Voting affirmatively: Marie Blizzard, Raymond Chaplin, Jr., Candy Stratton, Dyron Corley, Brent Daly, Sean Pigantelli, Kyle Myers, Stanley Kershaw. Voting no: None. Abstentions: Albert Casper. Motion carried: 8-0-1.

The President then declares Albert Casper elected to the Office of Vice President.

Code of Ethics – Motion: Albert Casper Second: Brent Daly – to acknowledge that the Board reviewed and discussed the Code of Ethics for School Board Members at the board meeting and after discussion, that each board member signed an "Acknowledgement of Receipt" which will be kept on file in the Board Office. Approved unanimously by those members present. Motion carried: 9-0-0.

Adoption of Board Policies and Regulations – Motion: Albert Casper Second: Candy Stratton – to readopt all current board policies and regulations. Approved unanimously by those members present. Motion carried: 9-0-0.

Adoption of School District Curriculum Guide, Textbooks, & Five-Year Curriculum Plan and to reapprove district curriculum in all subject areas – Motion: Candy Stratton Second: Marie Blizzard – to adopt the school 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: 9-0-0.

Selection of Official Newspapers – Motion: Albert Casper Second: Marie Blizzard – to maintain the "South Jersey Times" and "The Press of Atlantic City" as official newspapers. Approved unanimously by those members present. Motion carried: 9-0-0.

Selection of Board Member Representative to the Executive Committee of the Cumberland County Associated Boards of Education – Motion: Marie Blizzard Second: Albert Casper – to select Brent Daly and Albert Casper as board representatives to the Executive Committee of the Cumberland County Associated Boards of Education. Approved unanimously by those members present. Motion carried: 9-0-0.

Selection of Board Member as Voting Delegate to the New Jersey School Boards Association – Motion: Albert Casper Second: Marie Blizzard – to select Dyron Corley with alternate Brent Daly as voting delegate to the New Jersey School Boards Association. Approved unanimously by those members present. Motion carried: 9-0-0.

Establishment of Work Sessions and Regular Board Meetings - Date, Time, and Place – Motion: Albert Casper Second: Stanley Kershaw - to establish the Work Session and Regular Board Meeting be held the 3rd Tuesday of each month (except when listed below) at 6:30 PM at the Downe Township School, 220 Main Street, Newport, NJ.

	Notes:
February 21, 2023	HIB & SSDS Hearing
March 14, 2023	Second Tuesday due to Budget Calendar
April	(No meeting held)
May 2, 2023	(First Tuesday to Rehire Staff & Budget Public Hearing)
June 20, 2023	
July	(No meeting held)
August 15, 2023	
September 19, 2023	
October 17, 2023	HIB & SSDS Hearing
November 21, 2023	
December	(No meeting held)
TBD	Reorganization & Regular

Approved unanimously by those members present. Motion carried: 9-0-0.

VII. Commencement of Regular Meeting

VIII. Approval of Minutes – Motion: Albert Casper Second: Candy Stratton – to approve the Work Session and Regular Meeting Minutes of November 29, 2022. Voting affirmatively: Albert Casper, Marie Blizzard, Candy Stratton, Dyron Corley, Brent Daly, Kyle Myers. Voting no: None. Abstentions: Raymond Chaplin, Jr., Sean Pignatelli, Stanley Kershaw. Motion carried: 6-0-3.

Motion: Albert Casper Second: Brent Daly – to approve the Executive Session Meeting Minutes of November 29, 2022. Voting affirmatively: Albert Casper, Marie Blizzard, Candy Stratton, Dyron Corley, Brent Daly, Kyle Myers. Voting no: None. Abstentions: Raymond Chaplin, Jr., Sean Pignatelli, Stanley Kershaw. Motion carried: 6-0-3.

IX. Letters of Correspondence - None

X. Financial Reports – Motion: Albert Casper Second: Marie Blizzard – to approve the following financial reports. Voting affirmatively: Albert Casper, Marie Blizzard, Raymond Chaplin, Jr., Candy Stratton, Dyron Corley, Brent Daly, Sean Pignatelli, Kyle Myers. Voting no: None. Abstentions: Stanley Kershaw. Motion carried: 8-0-1.

A. BUDGET/FINANCE

1. Payroll for the month of **November 2022,** the processing of Electronic Funds Transfers for **November 2022** 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 2022**. 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 2022-2023 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 and Transfer Status Report for the month of **November and December 2022.**

3. Voided Check
To void, effective 12/19/2022, and reissue General Fund check number 8523 made payable to Atlantic City Electric on 11/23/2022 in the amount of $2805.96, reissued as check number 8552 in the amount of $8728.32.

B. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORTS

1. Revenue Summary
A Revenue Summary for the month of **November 2022** is 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 **January 3, 2023** 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

Lisa M. DiNovi, Board Secretary

January 3, 2023
Date

3. Treasurer's Report
In accordance with 18A:22-8.1 and 18A:22-8.2 for the month of **November 2022**, the preliminary Report of the Treasurer of School Funds for the 2022-2023 school year are in agreement with the **November 2022** 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 3, 2023** and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report for **November 2022**, 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 2022-2023 fiscal year.

XI. Public Participation - None

XII. Old Business - None

XIII. School Business Administrator's Action Items

Election Results – Motion: Albert Casper Second: Candy Stratton - to acknowledge the official election results including attached write-ins from the School Election held November 2022:

Category	Candidates	Votes
3 members (3-year term)	Kyle W. Myers	315
	Sean Pignatelli	281
	Marie Blizzard	326
Unexpired (2-year term)	Raymond Chaplin, Jr.	15 write in

Approved unanimously by those members present. Motion carried: 9-0-0.

ACES Electric Resolution – Motion: Marie Blizzard Second: Albert Casper – to approve the resolution binding the Downe Township Board of Education to purchase Electric Generation Services through the Alliance for Competitive Energy Services (ACES) effective from date of adoption through May, 2028. Approved unanimously by those members present. Motion carried: 9-0-0.

Cumberland Regional Joint Transportation Agreement – Motion: Albert Casper Second: Stanley Kershaw - to approve the 2022-2023 Joint Transportation Agreement with Cumberland Regional Board of Education in the amount of $27,594 for district students attending Cumberland Regional High School for the 2022-2023 school year. Approved unanimously by those members present. Motion carried: 9-0-0.

CCTEC Tuition Contracts – Motion: Stanley Kershaw Second: Kyle Myers – to approve the following tuition contracts with CCTEC for students sent for the 2022-2023 school year:

Students	Per Pupil Cost	Total Cost
13 Regular Education Students	$2,800	$36,400
1 Special Education Student	$11,500	$11,500

Approved unanimously by those members present. Motion carried: 9-0-0.

Bond Counsel – Form and Sale Resolution – Motion: Brent Daly Second: Candy Stratton – to approve the Resolution Determining the Form and Other Details of $3,977,000 aggregate principal amount of school bonds, series 2023 of the Downe Township Board of Education providing for their sale and determining other matters in connection therewith. Voting affirmatively: Albert Casper, Marie Blizzard, Raymond Chaplin, Jr., Candy Stratton, Dyron Corley, Brent Daly, Sean Pignatelli, Kyle Myers. Voting no: Stanley Kershaw. Abstentions: None. Motion carried: 8-1-0.

XIV. Executive Session – Motion: Albert Casper Second: Stanley Kershaw – to enter into Executive Session at 7:11 pm. Approved unanimously by those members present. Motion carried: 9-0-0.

Motion: Albert Casper Second: Brent Daly – to return to Regular Session at 7:19 pm. Approved unanimously by those members present. Motion carried: 9-0-0.

XV. Superintendent's Action Items

HIB (Harassment, Intimidation & Bullying) – Motion: Albert Casper Second: Brent Daly – to affirm the action taken and approve the November 2022 and review the December 2022 HIB Reports. Approved unanimously by those members present. Motion carried: 9-0-0.

Professional Day Requests – Motion: Albert Casper Second: Brent Daly – to approve the Professional Day Requests as attached. Approved unanimously by those members present. Motion carried: 9-0-0.

Appointment of Substitutes – Motion: Albert Casper Second: Candy Stratton - with the recommendation of the Superintendent, to approve the following substitutes:

Amber Adamini Substitute Cafeteria, Custodian, Van Aide

Approved unanimously by those members present. Motion carried: 9-0-0.

Transition to Preschool Expansion Aid – Motion: Brent Daly Second: Albert Casper – to acknowledge the acceptance of Preschool Expansion Aid to support the offering of universal preschool. Approved unanimously by those members present. Motion carried: 9-0-0.

Appointment of Van Driver – Polar Plunge – Motion: Albert Casper Second: Candy Stratton – with the recommendation of the Superintendent, to appoint Jeanna Weber as van driver for the Polar Plunge to be held on January 7, 2023. Approved unanimously by those members present. Motion carried: 9-0-0.

Other District Reports

a. Nurse's Report - November
b. Enrollment
c. Security/Safety Drills
   (1) Fire Drill 12/21/2022
   (2) Outside Lockdown 12/22/2022

XVI. New Business

Mr. Kershaw – asked that the Board consider not allowing any board members who were on the board to bid on any jobs up to three years after they exit.

Mr. Corley – Stated that he would like the board to do a Board Retreat with NJSBA.

XVII. Public Participation – None

XVIII. Adjournment – Motion: Albert Casper Second: Stanley Kershaw – to adjourn the meeting at 7:32 pm. Approved unanimously by those members present. Motion carried: 9-0-0.