

DELRAN TOWNSHIP BOARD OF EDUCATION

SCHOOL BOARD AGENDA

February 16, 2021

Delran High School Cafeteria

District Goals:

Student Achievement: Decrease achievement gaps between all student demographic subgroups in the area of literacy and math as evidenced through benchmark assessment and all data sources.

College and Career Preparedness: Support environments that prepare all students for college and career competencies through the development and expansion of programming in the areas of literacy, arts and industrial arts as well as science technology, engineering and mathematics (STEM).

Student Integration: Increase opportunities for special education and English language learner programs in the least restrictive environment (LRE) through the enhanced use of differentiated instruction in all settings.

Community Engagement: Prioritize timely collaboration with parents through frequent and ongoing communication that provides information on coursework, assessment, homework, projects, school/classroom events and other school related information.

Finance and Operation: Develop a cost effective operating budget that promotes educational programming, district infrastructure, facilities maintenance and grant funding procurement.

Regular Public Meeting - 7:30 p.m.:

00. **Opening Statement by the President:**

In compliance with the Open Public Meeting Law, the Delran Township Board of Education has caused notice of this meeting, including the time, date, and location, to be (a) submitted for publication to the Burlington County Times and the Courier Post; and (b) posted at the Delran Township Municipal Building, Board Office and all School bulletin boards at least 48 hours in advance of this meeting.

01. **Pledge of Allegiance**

02. **Roll Call**

<u>Board of Education Member</u>	<u>Present</u>	<u>Absent</u>
Mr. Brophy		
Mr. Chierici		
VACANT		
Mrs. Melvin		
Mr. Oberg		

Mrs. Rafanello		
Mrs. Wachter		
Mr. Biluck		
Mr. Kitley		

07. Old Business: District COVID-19 Update

08. New Business:

09. Committee Reports:

Curriculum:

Business Operations:

Community Engagement:

Policy:

10. **Approval of Minutes:** January 19, 2021 [Reference H-1]
January 19, 2021 Executive Session

<u>Board of Education Member</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mr. Brophy			
Mr. Chierici			
VACANT			
Mrs. Melvin			
Mr. Oberg			
Mrs. Rafanello			
Mrs. Wachter			
Mr. Biluck			
Mr. Kitley			

11. **Superintendent's Report - Information:**

Dr. Brotschul will report.

A. *Enrollment Report*

B. *Vacancy Report*

C. *Correspondence*

ROLL CALL:

<u>Board of Education Member</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mr. Brophy			

Mr. Chierici			
VACANT			
Mrs. Melvin			
Mr. Oberg			
Mrs. Rafanello			
Mrs. Wachter			
Mr. Biluck			
Mr. Kitley			

12. **Agenda Questions: Public**

14. **Business and Operations**

Mrs. Rafanello will report.

Motion to approve all items by way of consent vote in Section 14, Business and Operations.

- A. *It is recommended that the Board of Education accept the Business Administrator's certification that the total of encumbrances and expenditures for each line item account do not exceed the line item appropriations in accordance with 6A:23A-16-10(c) 3, for the month of December 2020. [Reference H-2].*
- B. *It is recommended that the Board of Education certify, after review of the school business administrator's Cash Reconciliation Report and upon consultation with the appropriate school district officials, shall certify that no fund has been overexpended and sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year in accordance with 6A:23A – 16-10(c) 4, for the month of December 2020. [Reference H-3]*
- C. *It is recommended that the Board of Education approve the transfer of funds in the amount of \$57,393.00 according to the schedule available in the Office of the Board Secretary. [Reference H-4]*
- D. *It is recommended that the Board of Education approve payment of bills in the amount of \$1,473,715.28 from January 20, 2021 through February 16, 2021. [Reference H-5]*
- E. *It is recommended that the Board of Education approve the cafeteria report for the month of January 2021. [Reference H-6]*
- F. *It is recommended that the Board of Education approve to retire the following laptops for future sale on GovDeals.*

Quantity – 8 Datamation Systems Laptops
Model# - DS-NSC-32-MINI-2

Quantity – 25 Datamation Systems Laptops
Model# - DS-MINI-CM32-C

Quantity – 1 Netvault Laptop
 Model# - DS-NETVAULT-M-2

Quantity – 1 Ergotron
 Model# - ERGOTRON YESMOR2

Total of 35 Laptop Carts

G. *It is recommended that the Board of Education approve to void the following General fund checks:*

Gretchen Mullen	\$ 18.79	06/30/14	36461
Meghan Bing	\$ 200.00	02/27/15	37724
Bret Mars	\$ 24.80	02/27/15	37788
Eileen Baker	\$ 25.42	06/30/15	38374
NJWA (NJ Writing Alliance)	\$ 240.00	08/31/15	38824
Danielle Worman	\$ 109.48	12/31/15	39870
Eickhoff Supermarkets	\$ 647.72	06/30/16	40936
Fastenal Company	\$ 47.12	06/30/16	41081
Sumita Divekar	\$ 24.07	08/31/16	41385
Rethink Autism, Inc.	\$ 11,500.00	09/30/16	41613
UR Gadget Doctors	\$ 199.98	10/31/16	41912
Mr Bob Portable Toilets	\$ 1,205.92	05/31/17	43289
AAUW NJ Teentech	\$ 62.00	06/30/17	43375
AAUW NJ Teentech	\$ 223.00	06/30/17	43376
AAUW NJ Teentech	\$ 265.00	06/30/17	43377
Sarah Finnan	\$ 135.78	06/30/17	43566
Delran Emergency Squad	\$ 500.00	07/31/17	43695
Insurance Agency Management Inc.	\$ 51.00	12/31/17	44939
Payroll Agency (L Della Vecchia Check 51075)	\$ 1,750.44	7/31/2017	transfer
Payroll Agency (L Della Vecchia Check 51075)	\$ 3,457.89	7/31/2017	transfer
Payroll Agency (J. Scherer check 51076)	\$ 223.12	7/31/2017	transfer
Payroll Agency (J Scherer check 51076)	\$ 844.10	7/31/2017	transfer
Payroll Agency (Board Share FICA/MEDI)	\$ 480.06	7/31/2017	transfer
Daniel Finkle	\$ 168.80	05/31/18	45753
Jason Pope	\$ 45.85	05/31/18	45869
Cihan Mollahasanoglu	\$ 1,000.00	6/30/2018	45937
Ufuk Balik	\$ 500.00	6/30/2018	45974
Joanne & Michael DiNunzio	\$ 500.00	12/31/18	46977
Sumita Divekar	\$ 40.92	05/31/2019	47797
School Health Corporation	\$ 169.77	06/30/2019	48056
Elaine Rauf	\$ 1,000.00	01/21/2020	49011
NJMEA Festival	\$ 150.00	03/02/2020	49322
Erica DeMichele	\$ 228.42	4/27/2020	49555

Gimkit, Inc.	\$ 59.88	05/18/2020	49627
James Blake	\$ 66.05	06/15/2020	49822
Speak For Yourself, LLC	\$ 240.00	06/26/2020	49878
Kristie Gray	\$ 167.00	06/30/2020	49921
Christine Strimel	\$ 501.00	06/30/2020	49939
Melanie Sweeney	\$ 167.00	06/30/2020	49940
Grand Total General Fund	\$ 27,240.38		

H. *It is recommended that the Board of Education approve to void the following Agency fund bank transfers:*

02/15/16	\$ (261.17)	Delran Board of Education
3/15/16	\$ (532.80)	Trust Account of Kennon Jenkins
5/31/17	\$ (405.17)	New Jersey Family Support Payment Center
01/31/18	\$ (942.37)	Delran Board of Education- due back to board FSA original payment hit 90-471-55, 90-101
02/28/18	\$ (1,912.40)	Delran Board of Education- due back to BD- retro health 90-471, 90- 101
02/28/18	\$ (11.00)	Delran Board of Education- due back to board FSA original payment hit 90-471, 90-101
02/28/18	\$ (1,868.47)	Delran Board of Education- health due to Board 90-471, 90-101
02/28/18	\$ (940.87)	Delran Board of Education- due back to Board FSA original payment hit 90-471, 90-101
03/15/18	\$ (489.07)	Delran Board of Education- due to BD FSAMED 90-471, 90-101
03/15/18	\$ (420.81)	Delran Board of Education- Due to BD- DCA 90-471, 90-101
03/31/18	\$ (20.38)	Delran Board of Education- Due to BD FSA 90-471, 90-101
8/31/2019	\$ 0.64	Michelle AFLAC
11/27/2019	\$ (0.05)	AFLAC
12/20/2019	\$ (0.02)	AFLAC 321.90 bank 321.88
TOTAL	\$ (7,803.94)	

I. *It is recommended that the Board of Education approve the submission of the EPA Energy Star application for Delran High School to the United States Department of Environmental Protection.*

J. *It is recommended that the Board of Education accept grant funding from the New Jersey STEM Pathways Network and the Overdeck Family Foundation's Mini STEM Grant for New Jersey STEM Month, to support the Bubble Magic STEM@Home Events in February and March 2021 in the amount of \$2,940.*

K. *It is recommended that the Board of Education approve to amend the FY22 Budget Development Calendar for Delran Township Public Schools pursuant to the schedule below:*

FY22 Budget Development Calendar	
Date	Activity
9/1/20 to 11/25/20	School/Department Budget Creation
11/2/20	Work Session: 2020-2021 Budget Projection Public Presentation / Review of 2019-2020

2/8/21	Public Presentation of 2019-2020 Audit
12/15/20 to 12/23/20	Department/School Budget Presentations with District Administration
1/5/21	Business Operations Committee Update
1/5/21	Work Session: Public Budget Administrative Update
2/23/21	Governor's Budget Address
2/25/21	State Aid Notice to District
3/1/21	Business Operations Committee Update
3/1/21	Work Session: Budget discussion
3/6/21	Budget Retreat: Public Budget Public Presentation
3/15/21	Regular Public Meeting: Tentative Budget Submission to NJDOE Approval
3/19/21	Tentative Budget due to Burlington County Office of Education
4/12/21	Work Session: Follow up Budget Discussion as Necessary
5/3/21	FY 22 Budget Adoption Hearing
5/17/21	FY 21 Audit Begins

L. *It is recommended that the Board of Education approve the Schneider Electric-ESIP Change Order in the amount of \$42,211 for a turn-key tie-in to the existing Building Automation System (BAS) at Delran High School, which includes the STEM Lab, Woodshop and C-123 Classrooms.*

M. *It is recommended that the Board of Education approve the Delran Middle School and Delran High School Return to Play Plan for Band and Choral Programs.*

ROLL CALL:

<u>Board of Education Member</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mr. Brophy			
Mr. Chierici			
VACANT			
Mrs. Melvin			
Mr. Oberg			
Mrs. Rafanello			
Mrs. Wachter			
Mr. Biluck			
Mr. Kitley			

15. Curriculum
Mrs. Wachter will report.

Motion to approve all items by way of consent vote in Section 15, Curriculum.

- A. *It is recommended that the Board of Education approve Instructure/Mastery Connect to provide virtual professional development sessions on mastery based assessments and state standards during the month of March. Cost is \$1,000.00 paid for by Title IIA funds.*
- B. *It is recommended that the Board of Education approve Delran High School to participate in the Burlington County Principals & Supervisors Association's Academic Awards Virtual Presentation to be released in early May. Cost to the Board is \$200.00 to defray the cost of awards.*
- C. *It is recommended that the Board of Education approve Delta T-Group to provide para-professional services for the 2020-2021 school year at a rate of \$23.00 per hour.*
- D. *It is recommended that the Board of Education approve the Out-of-District tuitions for the 2020-2021 school year for the following students:*

Location	Student ID #	Tuition	1:1 Aide	Total Cost	# of Days Enrolled	Transportation
BCSSSD	350026	\$25,212.54 * prorated	\$0.00	\$25,212.54	111	TBD
BCAHS	210286	\$1,285.20	\$0.00	\$1,285.00	9	TBD

- E. *It is recommended that the Board of Education approve Home Instruction services for the 2020-2021 School Year for the following student:*

School	Student #	Recommended By	Date
DHS	220420	Administration	1/20/2021 – TBD
DHS	230439	CST Case Manager	2/12/21-3/12/21
DHS	210365	CST Case Manager	1/14/21-2/12/21

- F. *It is recommended that the Board of Education approve Learning Well for the 2020-2021 school year to provide tutoring services at a rate of \$43.56 per hour.*

ROLL CALL:

<u>Board of Education Member</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mr. Brophy			
Mr. Chierici			
VACANT			
Mrs. Melvin			
Mr. Oberg			
Mrs. Rafanello			
Mrs. Wachter			

Mr. Biluck			
Mr. Kitley			

16. **Personnel**

Mr. Chierici will report.

Motion to approve all items by way of consent vote in Section 16, Personnel.

All new personnel are recommended to the Delran Township Board of Education pending successful criminal history record check and child abuse/sexual misconduct review pursuant to N.J.S.A. 18A:6-7.1 and -7.6 et seq.

- A. *It is recommended that the Board of Education approve, with regret, the retirement of Beth Cohen, Teacher of Kindergarten at the Millbridge Elementary School, effective the close of business on June 30, 2021.*
- B. *It is recommended that the Board of Education approve the following coaching assignment at the Delran High School for the 2020-2021 school year:*

<u>Name</u>	<u>Assignment</u>	<u>Stipend</u>
Mongo, Scott	Assistant Swim Coach	\$3,109 (retroactive to February 1, 2021)

- C. *It is recommended that the Board of Education approve the following athletic assignment at the Delran Middle School for the 2020-2021 school year:*

<u>Name</u>	<u>Assignment</u>	<u>Stipend</u>
Wolf, Christopher	Athletic Advisor	\$1,407 (1/3 stipend)

- D. *It is recommended that the Board of Education approve the employment of Thomas Orr as Head Boys Soccer Coach at the Delran High School for the 2021-2022 school year at a stipend of \$8,147.*
- E. *It is recommended that the Board of Education approve the following designated building substitute teacher for the 2020-2021 school year effective January 19, 2021:*

<u>School</u>	<u>Name</u>	<u>Salary</u>
Delran Middle School	Virginia Parejo (in place of Joseph Pinto)	\$150/day when present effective 1/19/21

- F. *It is recommended that the Board of Education approve the following substitutes for the 2020-2021 school year:*

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Salary</u>
Salotto, Cheryl	Substitute Teacher	2/17/21	\$100/day
Massi, Sandra Lynch	Substitute Athletic Trainer	2/17/21	\$100/day

- G. *It is recommended that the Board of Education approve the following district staff members for travel and related expenses in accordance with administrative code and New Jersey Department of Education requirements:*

<u>Date(s)</u>	<u>Last Name</u>	<u>First Name</u>	<u>Destination</u>	<u>Est. Cost</u>	<u>Reason</u>
3/2/21	Brotschul	Brian	WEBINAR	\$10.00	National TURN Virtual Convening
3/2/21	McHugh	Kathleen	WEBINAR	\$10.00	National TURN Virtual Convening
2/2/21	Kristoff	Cande	WEBINAR	\$50.00	Professional Development Budget

2/23/21	Kristoff	Cande	WEBINAR	\$25.00	Professional Development Ethics
3/16/21	Kristoff	Cande	WEBINAR	\$50.00	Professional Development Purchasing

H. *It is recommended that the Board of Education approve the following staff members to attend the 2021 NJAHPERD Annual Convention, February 22 & 23, 2021, 8:00 am-3:30 pm ET. Cost is \$175.00 per person. Total cost is \$525.00 paid for by Title IIA funds.*

Rick Cordero
Melissa Merrill
Christy Traitz

I. *It is recommended that the Board of Education approve the following staff members to attend the 2021 NJMEA State Conference February 18 through the 21st. Non-members are \$110.00 per person and members are \$40.00 to attend virtual conferences paid for by Title IIA. Total cost \$520.00.*

Jay Dorfman
Kathy Drachowski
Erin Gupta
Sarah Finnan
Ray Odom
Tom Rafter

J. *It is recommended that the Board of Education approve Christine Cusack to attend a 15-course webinar on “Small Group Reading Strategies” presented by The Reading Roadmap in May 2021. Total cost is \$279.00 paid for by Title IIA funds.*

K. *It is recommended that the Board of Education approve the following teachers and administrators to attend virtually the NJTESOL annual conference from May 25th-May27th. Cost per person is \$299.00. Presenters cost \$199.00. Total Cost is \$3,787.00 Total cost funded by Title III.*

Eileen Baker
Allison DeLoche
Christine DeSimone
Sumita Divekar
Susan Holmes-Garrity
Sharon Kernan (presenter)
Flaviany Leite
Hannah Lorenzo
Liliana Lynch
Erin McCabe
Ashley Miles
Jessica Scherer
Cynthia Tenet

L. *It is recommended that the Board of Education approve Anthony Guidotti as Bridge Year Pilot Program Liaison at the Delran High School for the 2020-2021 school year.*

M. *It is recommended that the Board of Education approve the following staff for translation services for the 2020-2021 school year at the rate of \$27.39 per hour:*

Dinka Brkic – Bosnian

ROLL CALL:

<u>Board of Education Member</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mr. Brophy			
Mr. Chierici			
VACANT			
Mrs. Melvin			
Mr. Oberg			
Mrs. Rafanello			
Mrs. Wachter			
Mr. Biluck			
Mr. Kitley			

17. **Community Engagement**
Mr. Chierici will report.

Motion to approve all items by way of consent vote in Section 17, Community Engagement.

- A. *It is recommended that the Board of Education approve Athletic Account Financial Reports for the month of January 2021. [Reference H-7]*

ROLL CALL:

<u>Board of Education Member</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mr. Brophy			
Mr. Chierici			
VACANT			
Mrs. Melvin			
Mr. Oberg			
Mrs. Rafanello			
Mrs. Wachter			
Mr. Biluck			
Mr. Kitley			

41. **Public Comments**

BE IT RESOLVED, pursuant to the Open Public Meetings Act, the Delran Township Board of Education will now meet in closed session to discuss:

Superintendent Contract Renewal

The aforesaid subjects are within the exemptions permitted to be discussed in closed session in accordance with N.J.S.A. 10:4-13. Information regarding the Board’s closed session discussion will be disclosed to the public as soon as the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session in approximately 30 minutes.

42. **EXECUTIVE SESSION:** BE IT RESOLVED by the Delran Board of Education that, pursuant to the Open Public Meetings Law, it shall (immediately or at the conclusion of this meeting) enter into an Executive Session to discuss matters of personnel, negotiations and litigation and the information discussed can be disclosed to the public only upon formal written request to the Secretary of the Board of Education and it thereafter has been reviewed by the Board of Education at the next Work, Special or Business meeting to determine if the time and circumstances would then be appropriate to disclose the information discussed.

<u>Board of Education Member</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mr. Brophy			
Mr. Chierici			
VACANT			
Mrs. Melvin			
Mr. Oberg			
Mrs. Rafanello			
Mrs. Wachter			
Mr. Biluck			
Mr. Kitley			

43. **Return to the Public Meeting:**
Recommend Board approval to return to public meeting.

<u>Board of Education Member</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mr. Brophy			
Mr. Chierici			
VACANT			
Mrs. Melvin			
Mr. Oberg			
Mrs. Rafanello			
Mrs. Wachter			
Mr. Biluck			
Mr. Kitley			

60. **Adjournment:**

<u>Board of Education Member</u>	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Mr. Brophy			

Mr. Chierici			
VACANT			
Mrs. Melvin			
Mr. Oberg			
Mrs. Rafanello			
Mrs. Wachter			
Mr. Biluck			
Mr. Kitley			