

# Gloucester City Board of Education

January 11, 2022  
Board Meeting Agenda

## **OPENING STATEMENT**      Open Public Meetings Act

This meeting is being held in accordance with the Open Public Meetings Act. Notice of this meeting has been posted on the district website and published through a written notice on the official school bulletin board at the Gloucester City High School Media Center, and at Gloucester City Middle School, and through written notice to the Gloucester City News, the Courier Post, and the Gloucester City Clerk.

## **PLEASE RISE FOR THE FLAG SALUTE**

### Mission Statement

The Gloucester City School District is committed to providing an exceptional learning environment that exceeds the New Jersey Student Learning Standards. Our mission is to ensure that all students are prepared to excel in a nationally competitive and globally connected society through a collaboration with home, school and community.

## **MEETING CALLED TO ORDER at 7:00 PM**

**Members Present:** Mrs. Wright, Ms. Flinn, Mrs. Borger, Mr. Harris, Mr. Smollock, Mrs. James, Mrs. Rivas, Mr. Sanderson, Mr. Ulmer, Ms. Maass and [list](#)

**Members Absent: None**

**Other Present:** S. Gorman, Supt, T. Weeks, Bus. Admin, Dr. Chiodi, Asst. Supt, W. Morlock, Solicitor, J. Holmstrom, D. Lacovara, Principals, E. Rawley, R. Collins, Directors, D. Struss, C. Loughlin, S. McNichol, and list

**APPROVAL OF MINUTES**    - Motion made by Ms. Flinn, seconded by Mrs. Borger, to approve the following minutes:

[December 2, 2021 Caucus Meeting](#)

[December 7, 2021 Executive Session](#)

[December 7, 2021 Board Meeting](#)

Motion approved by all members present who voted yes.

*Motion approved*

## **PRESENTATIONS:**    [Virtual Board Meeting Tutorial](#)

Welcome new staff: Korey Jefferies - GHS Business Teacher, Shane McNichol GMS Vice Principal  
Congratulate Retirees: Kathleen Pennington 7 years of service, Debbie Bonner 28 years of service  
Ms. Pennington commented: incredible experience and thanked the Board for the opportunity for the rewarding time working in her alma mater.

**PUBLIC COMMENTS:** Motion made by Ms. Flinn, seconded by Mrs. Borger, to open the meeting for public comments:

Motion approved by all members present who voted yes.

*Motion approved*

No Comments

**PUBLIC COMMENT CLOSE** Motion made by Ms. Flinn, seconded by Mrs. Borger, to close the meeting to public comments.

Motion approved by all members present who voted yes.

*Motion approved*

**COMMITTEE REPORTS**

<b>Committee</b>	<b>Chair</b>	<b>Member</b>	<b>Member</b>	<b>Member</b>
<b>Athletics</b>	Leon Harris	Michael Smollock	Bernadette James	Harry Ulmer
<b>Shared Services</b>	Jackie Borger	Meredith Flinn	Michael Smollock	Kass Maass
<b>Curriculum</b>	Harry Ulmer	Kelly Rivas	Meredith Flinn	Leon Harris
<b>Facilities</b>	Leon Harris	Harry Ulmer	Jeffery Sanderson	Michael Smollock
<b>Finance</b>	Jackie Borger	Michael Smollock	Bernadette James	Leon Harris
<b>Policy</b>	Michael Smollock	Harry Ulmer	Kelly Rivas	Bernadette James
<b>Negotiations/ Personnel</b>	Meredith Flinn	Jackie Borger	Harry Ulmer	Leon Harris
<b>Residency</b>	Bernadette James	Jeffery Sanderson	Jackie Borger	Meredith Flinn
<b>Road Forward</b>	Kelly Rivas	Bernadette James	Jeffery Sanderson	Meredith Flinn
<b>Sick Bank</b>	Jeffery Sanderson	Kelly Rivas		
<b>Technology</b>	Meredith Flinn	Jackie Borger	Jeffery Sanderson	Kelly Rivas

Curriculum - Educational plan for early dismissal plan, Middle School master schedule reviewed for next year and ELL program updates.

Facilities - Update on current and future projects reviewed. Facility Use update and related fees.

Finance - Contracts, bus lease, non-public purchases, High School sign, RFP's, Kelly services contract updates,

Policy - two mandatory policies on agenda.

Negotiations - Meetings are set with GCEA, unaffiliated staff guidelines, cost analysis for BCBA and nursing services, early dismissal schedule, new hires, stipends, payments to extracurricular, FMLA leaves, retirement, thank you for your service to our district.

**FINANCIAL ACTIONS:** Motion made by Ms. Flinn, seconded by Mrs. Borger to approve of the following financial items:

1. [Budget Transfers/Adjustments](#) for 2021 and 2022 school year, December 2021.
2. Certification of Sufficient Availability of Funds and No Over-Expenditures
  - a. Board Secretary Certification of No Over-Expenditures  
Pursuant to N.J.A.C. 6A:23-16.10 (c) 3, Teri Weeks, Board Secretary, certifies that as of December 2021, no budgetary line item account has obligations and payments (contractual

orders) which in total exceed the amount appropriated by the Gloucester City 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. 6:23-2.12 (a) 1.

b. Board's Certification of No Over-Expenditures

Pursuant to N.J.A.C. 6A:23-2.12 (c) 4, the Gloucester City Board of Education certifies that as of December 2021 and after review of the Secretary's Monthly Financial Report appropriations section as presented 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:23-2.12-(a) 1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the school year.

3. Approval of Secretary and Treasurer Reports

Approve the December 2021 A148 Board Secretary's Report as submitted and the December 2021 Cash Summary Report on file in the Board Office which are in agreement.

4. Payment of bills as listed:

<u>Payroll</u>	December 2021	\$1,112,896.31
<b>Current Expenditures</b>		
<u>Bill List #1</u>	January 2022	\$1,103,584.55
<u>Bill List #2</u>		\$792,793.14
<u>Bill List #3</u>		\$52,956.00
<u>Student Activity (20)</u>	December 2021	\$25,924.63
<b>Current &amp; Payroll</b>	<b>Funds (10-40)</b>	<b>\$3,062,230.00</b>
<u>Cafeteria Fund (60)</u>	December 2021	\$95,803.71
<b>Grand Total</b>		<b>\$3,158,033.71</b>

5. Occupational Health Services Contract with INSPIRA Health Systems - Approve a contract with INSPIRA Health Systems to provide testing, treatment, and screening services as listed.

6. Fixed Asset Disposal - Approve to remove the attached items to removed from inventory

7. Bus Lease - Approve an additional bus to be leased through March 1, 2022 winter sports season at a monthly rate of \$2,500 from Holcomb Bus.

8. Virtua Health Contract - Approve the amended Virtua Health Agreement to provide after-hours services.

9. Non-Public School Air Purification Systems - Approve purchase of Air Purification Systems from Avante Health Solutions in the amount of \$11,880 from CARES Non-Public funds.

10. Non-Public School Covid-19 Cleaning Supplies - Approve purchase of Covid-19 cleaning supplies from INDCO, INDCO in the amount of \$5,696.05 from CARES Non-Public funds.

11. High School Sign - Approve to purchase through the Hunterdon County Education Services Commission Cooperative Purchasing Program the new sign for the High School in the amount of \$10,435 from KC Sign Co.

12. Electronic Payment of Claims Resolution: Approve the following resolution:

**Authorizing Payment of Claims Using the EFT Method**

**Whereas**, the Board of Education had adopted policy and regulation 6470.01, Electronic Funds Transfer and Claimant Certification

**Whereas**, the Board of Education shall annually approve the School Business Administrator/Board Secretary as the person responsible to initiate a claim for payment and the Superintendent of Schools or the designee not under the direct supervision of the School Business Administrator/Board Secretary as the person responsible to review a claim for payment presented by the School Business

Administrator/Board Secretary and authorize the School Business Administrator/Board Secretary to make the payment using an EFT method.

**Therefore, be it resolved**, the School Business Administrator is authorized to make payments via the EFT method and the Superintendent or designee shall review the claim for payment presented by the School Business Administrator.

13. **Request for Proposals** - Approve to submit requests for proposals for the following professional services for the 2022-2023 school year:

Architect of Record	Auditor 21-22	Physical Therapy
Nursing Services	Behavior Consultant/ Analyst	Staffing Services
Legal	Insurance Brokers-Health & General	Food Services

14. **Kelly Services Addendum** - Approve an [amendment](#) to Kelly Services Agreement to include the Homebound Instruction Rate of \$45.00 per hour.
15. **Bid Acceptance** - Approve to accept the bid from [LinkIt!](#) for Student Assessment Tool - Bid 12072021.1 in the amount of \$48,480.
16. **Bid Acceptance** Approve to accept the bid from [Engaged Instruction](#) for Student Data Consultant,- Bid 12072021.2 in the amount of \$36,000.
17. **Approve AIL (Aid in Lieu of Transportation) payments** for Charter/School Choice students for the 21-22 school year. Transportation or aid in lieu of transportation (AIL) shall be provided in accordance with New Jersey Statute (NJSA18A:39-1 et seq) and Code (NJAC 6A:27-2).
18. **Cooperative Purchase through CDW** - Approve purchase of Back-Up Server through CDW cooperative purchasing ESCNJ18/19-03 in the amount of \$21,418 for the first year, and approximately \$10,176 for annual cloud storage and extended service agreements thereafter.
19. **Solar Project Settlement** Authorize a contract with Carport Structures pursuant to the settlement agreement in the amount of \$118,260
20. **Kelly Services Addendum** - Approve an [addendum](#) to the Kelly Services Agreement to allow the district to hire retirees as substitute teachers to supplement the Kelly Services pool of substitutes.
21. **BrainPOP - District Contract Renewal 02/01/22-06/30/22 \$2,352.09 - District Funds**  
 Motion approved by all members present who voted yes, except Ms Flinn who abstained on items 14 and 20.

*Motion approved*

**FACILITIES:** Motion made by Ms. Flinn, seconded by Mrs. Borger to approve the facility items, pending the adherence of all COVID-19 protocols:

Group	Location	Date	Time
<a href="#">Coast Guard Development</a>	GHS - Auditorium	Winter 2022	TBD

Motion approved by all members present who voted yes.

*Motion approved*

**BOARD POLICIES AND PROCEDURES:** Motion made by Ms. Flinn, seconded by Mrs. Borger to approve the following Policies and Regulations

1. COVID-19 New Mandated Policy Second Reading
  - a. [P1648.14](#) - Safety Plan for Healthcare Settings In School Buildings (M)
2. [Safe Return to School Plan](#) - Updated plan reviewed at the Road forward committee meeting  
 Motion approved by all members present who voted yes.

*Motion approved*

**STUDENT MATTERS:** Motion made Ms. Flinn, seconded by Mrs. Borger to approve of the following student matters:

1.	9963799612	Homebound Instruction-Terminate	11/09/21	\$0.00
2.	6270737151	Homebound Instruction-Terminate	12/09/21	\$0.00
3.	6391014982	Homebound Instruction-Terminate	11/29/21	\$0.00
4.	6949599734	Homebound Instruction-Terminate	11/24/21	\$0.00
5.	4424105561	Homebound Instruction-Terminate	12/15/21	\$0.00
6.	3458448409	Homebound Instruction	11/19/21-11/30/21	\$45.04/hr
7.	5389268421	Homebound Instruction	11/18/21-12/01/21	\$45.04/hr
8.	2593758711	Homebound Instruction	11/22/21-01/31/22	\$45.04/hr
9.	8114916162	Homebound Instruction	11/22/21-01/31/22	\$45.04/hr
10.	3756885523	Homebound Instruction	11/22/21-12/01/21	\$45.04/hr
11.	4995277866	Homebound Instruction	11/22/21-12/01/21	\$45.04/hr
12.	3095515622	Homebound Instruction	11/19/21-11/30/21	\$45.04/hr
13.	1428988919	Homebound Instruction	12/06/21-12/13/21	\$45.04/hr
14.	1467398823	Homebound Instruction-Brookfield	12/09/21-12/14/21	\$45.04/hr
15.	1467398823	Homebound Instruction-Inspira	12/16/21-TBD	\$45.04/hr
16.	6914563163	Homebound Instruction	12/08/21-12/15/21	\$45.04/hr
17.	1291864049	Homebound Instruction	12/08/21-12/15/21	\$45.04/hr
18.	3575611636	Homebound Instruction	11/29/21-12/02/21	\$45.04/hr
19.	4315822308	Homeschool	12/02/21-06/30/22	\$0.00
20.	8057861030	Homeschool	01/02/22-06/30/22	\$0.00
21.	1642840306	Begin Garfield Park Academy	12/01/21	\$42,556
22.	1642840306	Begin Garfield Park Academy 1:1 Aide	11/18/21	\$40,576
23.	8632380130	Begin GCSSSD, Bankbridge Regional	12/01/21	\$28,224
24.	8632380130	Begin GCSSSD, Bankbridge Regional 1:1 Aide	12/01/21	\$29,106
25.	3634196361	Terminate 1:1 Aide	12/08/21	\$0.00
26.	7431171367	Terminate GCSSSD, Bankbridge Regional	12/09/21	\$0.00
27.	7477694533	Terminate GCSSSD, Bankbridge Regional	12/10/21	\$0.00
28.	8198812170	Terminate Yale School, Cherry Hill Campus	12/14/21	\$0.00
29.	8198812170	Begin Homebound Instruction	12/13/21	\$45.04/hr
30.	7477694533	Homebound Instruction	12/16/21-TBD	\$45.04/hr
31.	8949107042	Homebound Instruction-Brookfield	11/22/21-12/01/21	\$45.04/hr
32.	2624002043	Homebound Instruction	12/22/21-01/07/22	\$45.04/hr
33.	8306463904	Homebound Instruction	12/22/21-01/07/22	\$45.04/hr
34.	7988660617	Homebound Instruction	12/22/21-01/07/22	\$45.04/hr
35.	1160737227	Homebound Instruction	12/22/21-01/07/22	\$45.04/hr
36.	6270462318	Homebound Instruction	12/23/21-01/07/22	\$45.04/hr
37.	<a href="#">6733061947</a>	Senior Privilege	01/03/22-06/30/22	\$0.00

Motion approved by all members present voted yes.

*Motion approved*

**INSTRUCTIONAL:** Motion made by Ms. Flinn, seconded by Mrs. Borger, to approve the following instructional items: *\*All staffing, duration, dates are contingent on COVID-19 parameters*

1. Workshops:

- a. Black Seal Boiler License Training

John Pfeffer

Jennifer Roberts

Debra Bennett

2. Materials and Programs
  - a. Rowan University
    - [Eleta Milovic](#), Spring Semester: 01/17/22-04/29/22 - Mentor: Kevin Hagan.
    - [Haley Grady](#), Spring Semester: 01/18/22-03/06/22 - Mentor: Jeanie DiNoia
  - b. Mentoring Program 2021-22 New Hires/Mentors -Raquel Cintron-Cardozo, Elizabeth King
  - c. Leveled News for ELA and Social Studies - Approve the NEWSELA program in the amount of \$30,000 for the three-year program from the American Recovery Grant.
  - d. [ELL Three Year Program Plan](#) - Approve the three year 2021-2024 English Language Learners plan
  - e. [Educere](#) - Approve the use of Educere to provide Home Instruction services as needed.
3. Field Trips\Events
  - a. CSS - Bright Star Touring Theater - February 2022, Cost \$1,445
  - b. GHS - AVID students, 76ers Game February, 2022, 41 students and chaperones, \$32pp + bus
  - c. GHS & GMS - [Challenge Day Events](#) - Approve a three-day event, 2 at GHS, 1 at GMS, maximum of 100 students per day, to participate in [Challenge Day](#) which is a proprietary program designed to build empathy and compassion in our communities. Funding is available through ESSR Funds. Cost is \$11,025 plus expenses.
4. Assemblies
  - a. GMS - Student Assembly, Wincey Co. Assembly - 02/18/22 for students, cost \$3,100
5. District Calendar  
2021-2022 District Calendar - Revised  
 Motion approved by all members present who voted yes.  
*Motion approved*

**PERSONNEL:** Motion made by Ms. Flinn, seconded by Mrs. Borger, to approve, upon the recommendation of the Superintendent, approve the following personnel items:

*\*All staffing, duration, dates are contingent on COVID-19 parameters*

1. 5061 - FMLA Medical Leave - 11/12/21-12/23/21
2. 5740 - FMLA & NJFLA Medical Leave - 11/08/21-with an anticipated return to work of 03/25/22.
3. 5627 - FMLA & NJFLA Medical Leave - 11/22/21-with an anticipated return to work of 02/28/22.
4. 4872 - FMLA Medical Leave 12/02/21-12/20/21.
5. 4701 - FMLA Medical 12/10/21-with an anticipated return to work date of 03/10/22.
6. 4561 - Unpaid FMLA Medical 12/22/21 through 01/24/22
7. [Kathleen Pennington](#) - Retirement effective 03/01/22.
8. [Debbie Bonner](#) - Retirement effective 06/30/22.
9. [Korey Jefferies](#) - GHS Business Teacher MA03 \$54,799 prorated, with an anticipated start date of 03/14/22
10. [Shane McNichol](#) - GMS Vice-Principal \$98,000 prorated, with an anticipated start date of 03/14/22.
11. Liz Poturalski - Substitute Athletic Trainer \$40.00 per hour on an as needed basis.
12. Unified Sports Advisor - Jen Groatman (replacing Kaylee Lovern)
13. Chaperone Payment 76ers basketball game 11/29/21 \$51.08:
 

Anna Barnow	Tony Sidoti	Craig Grant
Kelly Blood	Cassie Francis	Kerri Skipper
14. Chaperone Payment 76ers basketball game 12/15/21 \$51.08:
 

Anna Barnow	Kerri Skipper	Darcy Fox-Fuchs	Rocco Tomasetto
Giselle Kelly	Ryan Ruble	Matt Anderson	Joanne Burnett
15. Renaissance Club - GMS co-advisor Anna Barnow in addition to advisor Kerri Skipper

16. GHS Hiking Club - Matt Whitecar, Advisor - Level I CARES II
17. Band Staff Payments:
  - Carly Romalino - Colorguard Instructor = \$3,361.10
  - Robert Bennett - Pit Instructor = \$2,722.70
  - David Do – Drumline Instructor = \$2,508.59
  - Jason Puskar – Winter Band Director, split = \$2,755
18. Reimburse [Eric Riddle](#) for completion of Black Seal Boiler License Training \$600
19. Supplemental Support Services for ELL - Approve Agatha Nagas to provide ELL Supplemental Support Services at a rate of \$35 per hour to be paid from CARES II Funds
20. After School CARES II SEL program/club at Cold Springs School - Alyssa McFerren, 1 hour every Tuesday 01/11/22-04/12/22, \$35\hr.
21. GMS - Trauma-Informed Teaching 9 hours, paid through American Recovery Act

Anna Barnow	Joanne Burnett	Julie Kramer
Sharon Brophy	Sandy Steedle	Ann Marie Mann
Kelly Peck	Jen Mayer	Ryan Ruble
Tracey Edwards	Kristen Cohen	

22. Staff Guidelines for Unaffiliated Staff - Approve the updated staff guidelines for unaffiliated staff  
[Secretarial](#)      [Technology](#)      [Cafeteria Aides](#)
23. Substitute Teacher Rate - Approve to set the district hired Substitute Teacher rate to \$130 per diem for daily substitute and \$150 per diem for Long Term Substitute Teacher positions.
24. Hire district retiree as a substitute teacher at the approved district per diem rate.  
 Mary Motolese                      Barb Stout
25. Permission for Superintendent to hire district retirees as substitute teachers as needed between now and the February 2022 Board of Education meeting. All hires will be affirmed at the February Board of Education meeting.
26. 5559 - Revise Personal Leave from 01/10/22 expected to run through the end of January, then return her to personal leave status as previously approved.
27. GHS - Hire Stipend Positions - Lisa Parent - Event Staff; rate of pay dependent on assignment (ticket taker - \$35; security - \$70; site supervisor - varies by district school)
28. Greg Gambone - GMS Assistant Wrestling Coach (Replace David Ott)
29. Wrestling Volunteers - Pending Criminal History  
 Justin Cariss                      Fran Smythe  
 Motion approved by all members present who voted yes, except Mrs. James and Mr. Smollock who abstained on item 9.  
*Motion approved*

**OLD BUSINESS:** Mrs. Borger inquired about the middle school bowling club.

**NEW BUSINESS:** Congratulations to the Retirees!

**DISCUSSION ITEMS:**

**OTHER:**

1. Student Attendance: [December, 2021](#)
2. Health Reports: [GHS](#)   [GMS](#)   [CSS](#)

3. HIB:

Unfounded:

[GHS - 226098](#)

[GMS - 224838](#)

[GMS - 224839](#)

[GMS - 225160](#)

[GMS - 225288](#)

[CSS - 226215](#)

Founded

[GHS - 225847](#)

[GHS - 226561](#)

Motion approved by all members present voted yes.

*Motion approved*

**PUBLIC COMMENTS:** Motion made by Ms. Flinn, seconded by Mrs. Borger, to open the meeting for public comments:

Motion approved by all members present voted yes.

*Motion approved*

Ms. D. Dolson inquired about the quarantine policy. Mr. Gorman advised he will reach out to review her particular circumstance. There are new regulations that were just released.

**PUBLIC COMMENT CLOSE** Motion made by Ms. Flinn, seconded by Mrs. Borger, to close the meeting to public comments.

Motion approved by all members present voted yes.

**ADJOURNMENT** Motion made by Ms. Flinn, seconded by Mrs. Borger, to adjourn the meeting at 7:24 PM

Motion approved by all members present who voted yes.

*Motion approved*

Respectfully Submitted



Teri Weeks

School Business Administrator/Board Secretary