

GIBBSBORO ELEMENTARY SCHOOL DISTRICT
Regular Meeting of the Board of Education

April 28, 2020
7:30 p.m.

"Together Everyone Achieves More"



Location: Virtual
Gibbsboro School
37 Kirkwood Road
Gibbsboro, NJ 08026

AGENDA

I. PUBLIC SESSION

A. Meeting Called to order

B. Statement of Open Meeting Compliance

In accordance with the New Jersey Open Public Meetings Act, annual notice of time, date and location of this meeting was delivered to the Courier Post, the Town Crier, the Borough of Gibbsboro, and posted on the official school bulletin board and district website.

C. Flag Salute

D. Roll Call

E. Recognition & Presentation

Some Good News: SGN Gibbsboro School

1. 8th Grade Video [Link](#)
2. Chalk art challenge [Link](#)
3. Grade 5 Positive Messages [Link](#)
4. Student Council [Report is attached.](#)

F. Public Participation – First Opportunity

This is the time when anyone from the public who wishes to speak to the Board may do so. Please make your comments about agenda items only. Please state your name, address, and phone number for the record. The Board will hear your concerns. The Board may or may not take action this evening. You will be notified either at this meeting, by letter, or telephone of any action the Board does take.

This is a live presentation of the Virtual April Board of Education Meeting for the Gibbsboro School District - During the time announced at the meeting, if members of the public would like to make a public comment, they can call 856-783-1140 x-350

G. Approval of the Minutes

1. March 10, 2020 Regular and Executive Session [Attachment](#)

H. Correspondence

1. Teacher recognition by parents during remote learning. [Link](#)

I. Finance

1. a. Ratify and affirm [bills to be paid for April](#) in the amount of \$ 32,502.91.
- b. Ratify and Affirm Health Benefits for March in the amount of \$73,088.15.
2. Certification of Business Administrator. Pursuant to NJAC 6A:23A-16.10(c)3, I certify that as of February 29,2020, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Gibbsboro Board of Education pursuant to NJSA 18A:22-8.1 and NJSA 18A:22-8.2 and no budgetary line item account has been over-expended in violation of NJCA 6:23-2.12(a)1.

In accordance with NJAC 6A:23A-16.10(c)2, it is certified that anticipated revenue has changed for the month ending February 29,2020 as follows:

1. Increased - \$0.00
2. Decreased - \$0.00

James Cordery

April 28,2020

Business Administrator

Date

3. Certification of Board of Education. Pursuant to NJAC 6A:23A-16.10(c)4, the Gibbsboro Board of Education certifies that as of February 29, 2020, and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Board's knowledge, no major account or fund has been over-expended in violation of NJAC 6A:23A-16.10 (a)1, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
4. Board Secretary's Reports [January](#) [February](#)
5. Motion to approve March payroll in the amount of \$ 292,777.10
- J. Appointment of Board Secretary as Custodian of Records (OPRA):
Consider a motion to appoint Board Secretary as Custodian of Records for the 2020-2021 school year.
- K. Appointment of Affirmative Action Officer:
Consider a motion to appoint Mr. Jack Marcellus of the Gibbsboro School District as the Affirmative Action Officer for the 2020-2021 school year.
- L. Appointment of Attendance Officer:
Consider a motion to appoint Mrs. Carol DiDonato as the Attendance Officer for the 2020-2021 school year.
- M. Appointment of Integrated Pest Management Coordinator:
Consider a motion to appoint Mr. Dave Savidge as the Integrated Pest Management Coordinator for the 2020-2021 school year.
- N. Appointment of School Safety Specialist:
Consider a motion to appoint Mrs. Susan Backal as the School Safety Specialist for the 2020-2021 school year.
- O. Appoint District Data Coordinator:
Consider a motion to appoint Mr. Jack Marcellus as District Data Coordinator for the 2020-2021 school year.
- P. Appoint Public Agency Compliance Officer:

Consider a motion to appoint Mr. Jack Marcellus as Public Agency Compliance Officer for the 2020-2021 school year.

Q. Appointments for the 2020-2021 school year:

- | | | | |
|----|------------------|--|----------|
| 1. | Solicitor | Ronald Sahli | \$85/hr |
| 2. | Medical Officer | Dr. April Bright (Cooper Univ. Physicians) | \$100/hr |
| 3. | Auditor | Holt McNally & Associates | \$22,000 |
| 4. | Insurance Broker | Leonard O'Neil | |
| 5. | Dentist | Eric Forte, MDM | |

R. Depository: Consider a motion to designate the following depositories for the 2020-2021 school year:

1. Columbia Bank
2. New Jersey Cash Management
3. Any other depository more beneficial to the district

S. Tax Shelter Annuity Companies/Brokers

Consider a motion to designate the following Tax Shelter Annuity Companies/Brokers for the 2020-2021 school year.

1. AXA Equitable
2. Vanguard
3. Lincoln Financial
4. Any other Tax Shelter Annuity Companies/Brokers more beneficial to the district.

T. Authorization to Award Contracts for the 2020-2021 school year.

Consider a motion to authorize the business administrator as the certified purchasing agent to award contracts in accordance with NJ Statutes for the 2020-2021 school year, to set the quote threshold at 15% of the bid threshold, and to approve procurement of goods and services through state agencies (state contract).

Authorization to Sign Warrants (Checks) for the 2020-2021 school year.

Consider a motion to authorize the following personnel to sign checks for the 2020-2021 school year:

1. President of the Board of Education
2. Superintendent
3. Business Administrator
4. Administrative Secretary

U. Authorization of Payment of Bills between BOE Meetings for the 2020-2021 school year.

Consider a motion to authorize the payment of bills between Board of Education Meetings for the 2020-2021 school year.

V. Authorization to Establish Petty Cash Funds for the 2020-2021 school year.

Consider a motion to authorize establishment of petty cash funds in the amount not to exceed \$250 for the 2020-2021 school year.

W. Approval of Parliamentary Procedure for the 2020-2021 school year.

Consider a motion to adopt parliamentary procedure as described by Robert's Rules of Order to govern the order of business of the Board of Education for the 2020-2021 school year.

X. Establishment of Meeting Dates:

Consider a motion to approve 2020-2021 meetings dates of Board [meeting schedule attached](#).

Y. Consider the Adoption of the following resolution:

(Required under the Sunshine Law)

WHEREAS, the "Open Public Meetings Act" requires that advance written notice of all meetings of the Board of Education be posted in one public place designated by the Board and mailed, telephoned, faxed or hand delivered to two newspapers designated by resolution, and mailed to all persons requesting a copy of same upon payment of an established fee.

NOW THEREFORE, Be It Resolved by the Board of Education of the Borough of Gibbsboro as follows:

1. All advance written notices of Board meetings shall be posted by the Board Secretary on the bulletin board located in the Gibbsboro School.
2. All advance written notices of Board Meetings shall be given to the following newspaper:
Courier Post
The Philadelphia Inquirer
3. All advance written notices of Board meetings and any changes throughout the year shall be mailed to all persons requesting a copy of same after payment by such persons of a fee of \$15.00. News media shall be exempt from such a fee.
4. The schedule of regular official Board meetings and regular Board work sessions for the period from and after this meeting until the May 2020 meeting shall be in accordance with the list annexed hereto, designating the dates, times, and places of such meetings.

Z. Motion to adopt prior rules and regulations for the Board including school programs and curriculum as follows:

1. Existing Board Policy Manual, Bylaws and Regulations
2. Art, Computer, Family Life, Life Skills, Physical Education, Language Arts, Library, Mathematics, Music, Science, Social Studies, Health, Guidance Services, Child Study Team Services, and all other programs and curriculum now presently in force.
3. All textbook series currently in use and previously approved library books.

AA. Motion to approve official school website at www.gibbsboroschool.org.

BB. District Organizational Chart.

Motion to approve the Gibbsboro Board of Education's organizational chart [Attachment](#)

CC. Motion to apply for and accept the SIA (School Improvement Award) from the NJ Department of Education in the amount of \$10,414 for FY 21.

DD. Motion to approve submission of the [Business Administrator/Curriculum Coordinator contract](#) for the fiscal year 2020-2021 to the county office for approval.

EE. Policy (Second Reading)

- P 0152 Board Officers (Revised)**
- P 1581 Domestic Violence (M) (Revised)**
- R 1581 Domestic Violence (M) (New)**
- P 2422 Health and Physical Education (M) (Revised)**
- P 3421.13 Postnatal Accommodations (New)**
- P 4421.13 Postnatal Accommodations (New)**
- P & R 5330 Administration of Medication (M) (Revised)**
- P 7243 Supervision of Construction (M) (Revised)**
- P 8210 School Year (Revised)**
- P 8220 School Day (M) (Revised)**
- R 8220 School Closings (Revised)**
- P 8462 Reporting Potentially Missing or Abused Children (M) (Revised)**

FF. Committee Reports

1. Camden County School Board
2. New Jersey School Boards
3. Educational Services Commission

GG. Public Participation - Second Opportunity

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II. SUPERINTENDENT'S REPORT

A. For Your Information:

1. County Roundtable Meeting Feedback / Stimulus Funds / May 15th guidance
2. Update on Remote Learning
3. School Preparedness Team: Joyce Miller, Jack Marcellus, Barri Veytsman, Susan Backal, Stefanie Boardman

B. Superintendent's Monthly Report

May Report

Personnel Report

May Renewals

C. Facilities Report

HVAC/Lighting

D. Nurse's Report

Wellness Calls

III. NONPUBLIC EXECUTIVE SESSION

Whereas: Matters pertaining to sensitive personnel issues, negotiations, student discipline issues and litigation are proper topics for closed sessions under the Public Meetings Act, therefore be it

Resolved: to hold a Closed Meeting of the Gibbsboro Board of Education for said purposes, and

Be It Further Resolved: to make available the results of the Closed Meeting in the minutes of this meeting or in subsequent actions of the Board.

James Cordery

Board Secretary

IV. RETURN TO PUBLIC SESSION

V. OLD BUSINESS

- A.** Update on lighting and HVAC projects.

VI. NEW BUSINESS

- A.** Motion to approve the annual Membership Resolution with the Camden County Elementary League for the 2020-2021 school year.
- B.** Motion to approve summer 2020 PALS program (pending guidance on the reopening of the school.)
- C.** Motion to approve [contract with Virtua Health, Inc.](#), for physical therapy services for the 2020-2021 school year.
- D.** Motion to approve the State-Imposed [Special Education Rules, Regulations and/or Policies](#) in accordance with 20 USC 1470 (a) have been reviewed.
- E.** Motion to approve Phoenix Advisors as Gibbsboro BOE Continuing Disclosure Agent.
- F.** Motion to accept the 2020 New Jersey School Insurance Group Safety Grant Entitlement of \$2,399.86 and authorize the Business Administrator to submit the grant application.
- G.** Motion to approve the [contract with Bayada](#) at a rate of \$55.00/hour (if necessary).
- H.** Motion to approve submission of Gibbsboro's compliance with Alyssa's Law application to NJDOE.

VII. MEETING ADJOURNED

Next Meeting: May 12, 2020

Location: Virtual until further notice. (See gibbsboroschool.org for details)

Time: 7:30 p.m.