

MINUTES

Budget Meeting

February 5, 2025

5:30 PM

The Meeting of the Camden County Educational Services Commission Board of Education was held on Wednesday, February 5, 2025 at 5:30 PM in the Virtual Meeting.

Present:

Board President Joyce Miller
Board Member Jennifer Storer
Board Member MaryAnn Johnson
Board Member Alethia Gibbs-Smith
Board Member Rebecca Ammen
Board Member Randall Freiling
Board Member Michele Oriente
Board Member Michael Harper
Board Member Renee Cherfane
Board Member Robert Paul
Board Member Greg Esemplare
Board Member Angela Cooper
Board Member Lindsay Davey
Board Member Jennifer Branch-Stewart

Not present:

Board Member Rebecca Holland

BOARD OF DIRECTORS

Camden County Educational Services Commission

VIRTUAL MEETING LINK:

https://xtel.accessionmeeting.com/j/1156322207?pwd=pSlmoiCblKscl5gAgacOjW4b_kSzDp2

I. Meeting Called to Order

The regular monthly meeting of the Camden County Educational Services Commission was called to order at 5:30 p.m. on Wednesday, February 5, 2025 by Mrs. Joyce Miller, President.

II. Pledge of Allegiance

Everyone participated in the Pledge of Allegiance.

III. Public Announcement

In accordance with the Open Public Meetings Law, the Camden County Educational Services Commission has caused notice of the meeting to be posted as follows:

- (A) Transmitted to the Courier Post
- (B) Transmitted to the County Clerk's Office
- (C) Posted at the Commission office and website

Policy 0167 authorizes the presiding officer to manage meeting participation during the meeting.

IV. Roll Call

Mr. Madden conducted roll call for the Board of Directors and Representative Assembly.

Representative Assembly Members present were Mr. Stephen Wilson (Audubon), Mr. Michael O'Brien (Barrington), Ms. Brynn Kairis (Brooklawn), Mr. Matthew Craig (Collingswood), Ms. Stacey Augustine (Haddon Heights), Mr. John Kendall, (Haddon Township), Mr. Marc Caranague, (Merchantville), Ms. Michelle Cannaday (Mt. Ephraim), Ms. Jennifer Ritondo, (Oaklyn), Ms. JoAnn Young (Pennsauken), Mr. John Maisch (Somerdale), Ms. Coryndi McFadden (Stratford), Ms. Rita Martin (Winslow), and Mr. Kyle Bowman (Woodlynne).

Also present were Mr. Dan Del Vecchio, Superintendent; Ms. Katherine Carey, Assistant Superintendent, Mr. Patrick Madden, Business Administrator, Ms. Mary Hartsell, Director of Special Services and Ms. Patti Russo, Supervisor of Instruction.

V. Budget Vote

Motion to approve the budget for the 2025-2026 school year in the amount of Current Expense **\$48,377,608** and Special Revenue **\$156,198**. Also, that the maximum total amount budgeted for travel related expenses in the Commission budget is **\$23,500 (\$9,000.00) in federal funds**. Total budgeted for travel for the 2024-2025 budget is **\$28,313.84 (\$13,813.84) in federal funds** and the total funds expended as of January 31, 2025 is **\$10,262.81 (\$4,397.87) in federal funds. (see Attachment below)**

[\(2025-2026 Proposed Budget Documents.pdf \(Attached\)\)](#)

*Mr. Freiling questioned the increased Budget over the current year. Patrick Madden addressed Mr. Freiling's questions.

Budget vote did carry following roll call vote with (27) in favor, (1) opposed (Mr. Randall Freiling), no abstentions.

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with the following roll call vote:

- Board President Miller yes
- Board Member Storer yes
- Board Member Johnson yes
- Board Member Gibbs-Smith yes
- Board Member Ammen yes
- Board Member Freiling no
- Board Member Oriente yes
- Board Member Harper yes
- Board Member Cherfane yes
- Board Member Paul yes
- Board Member Esemplare yes
- Board Member Cooper yes
- Board Member Davey yes
- Board Member Branch-Stewart yes

the motion carried.

VI. Oaths of Office

Mr. Madden administered the Oath of Office to the new Board of Director members; Ms. Renee Cherfane, Mr. Robert Paul, Mr. Greg Esemplare, Ms. Angela Cooper, Ms. Lindsay Davey, and Ms. Jennifer Branch-Stewart.

VII. Audit Presentation

Presentation of the 2023-2024 Audit by Ms. Jennifer Bertino of Bowman and Company, Commission auditors. Motion to approve to following resolution:

WHEREAS the CCESC Board of Directors in accordance with NJSA 18A:23-1 must have a certified External Audit of the district's account and financial transactions; and

WHEREAS the CCESC Board of Directors received the audit performed by Bowman and Company and discussed said audit at its public meeting held on February 5, 2025.

BE IT RESOLVED that the CCESC Board of Directors accepts the audit for the 2023-24 school year, fiscal year ending June 30, 2024. It is noted there are no CAFR/AMR findings.

(A) Summary of Audit is available to the public.

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

VIII. President's Remarks

Ms. Miller thanked everyone for participating in the meeting. Ms. Miller also spoke about changes regarding the requirement of publishing legal ads in the newspaper.

IX. Approval of Minutes

Recommend to approve the minutes of the December 4, 2024 Regular Meeting.

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with the following roll call vote:

Board President Miller yes

Board Member Storer yes

Board Member Johnson yes

Board Member Gibbs-Smith abstain

Board Member Ammen abstain

Board Member Freiling yes

Board Member Oriente yes

Board Member Harper yes

Board Member Cherfane abstain

Board Member Paul abstain

Board Member Esemplare abstain

Board Member Cooper abstain

Board Member Davey yes

Board Member Branch-Stewart abstain

the motion carried.

X. Correspondence

A. A letter of grant award for Round24-Recreation Facility Enhancement from the Camden County Department

of Parks. - see **Attachment F below**

([Attachment F - Letter of Grant Award for Recreation Facility Enhancement.pdf \(Attached\)](#))

XI. Public Comments

There were no public comments.

XII. Superintendent's Report

There were no discussions.

XIII. Old Business

There were no discussions.

XIV. New Business

- Welcome and CCECSC overview for all new directors and representative assembly members.
- Audit Report comments.

*Dan Del Vecchio welcomed new members to our Board and gave a detailed overview of the programs and services the CCECSC provides to districts. Dan spoke about the recently completed audit and highlighted that when he began employment at CCECSC, CCECSC was at \$20M in revenue versus our current revenue of \$65M. This was achieved through controlled growth and operational efficiencies. Dan thanked his team for all of their contributed efforts. Dan mentioned that moving forward we will be working with the NJSIAA and developing new programs and professional development for districts. Dan advised the board that we are working to make connections to be a liaison for child welfare services as well.

*Dan also offered a congratulations to Ms. Patti Russo, Supervisor of Instruction, for completing her CSA certificate program.

XV. General Business

A. Informational item: Fund 60 Budget Budget - Overview

Presentation of the Fund 60 budget for FY 2025–2026. This item is provided for informational purposes only; this Budget is not subject to formal approval by the Board or Executive County Office of Education, and is attached as Attachment K to support transparency, fiscal oversight, and audit documentation.

([Attachment K - Fund 60 2025-26 Budget - Overview.pdf \(Attached\)](#))

A. FINANCE/BUSINESS OPERATIONS

1. Board Secretary's Report

ADDENDUM - Motion to approve the Board Secretary's Report as of October 31, 2024 & November 30, 2024, which includes the line item transfers.

([Financial report 10.31.24.pdf \(Attached\)](#), [Financial report 11.30.24.pdf \(Attached\)](#))

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

2. Approval of Resolutions

a. N.J.A.C. 6A:23A-16.10 (c) 3

ADDENDUM - Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify that as of October

31, 2024 & November 30, 2024, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Camden County Educational Services Commission 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. 6A:23A-16.10 (a) 1.

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

- b. Anticipated Revenue N.J.A.C. 6A:23A-16.10 (c) 2

ADDENDUM - In accordance with N.J.A. C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has been revised for the month ending October 31, 2024 as follows:

Increase 60-1950-404-0	Cooperative Purchasing	\$200,000.00
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ADDENDUM - In accordance with N.J.A. C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has been revised for the month ending November 30, 2024 as follows:

Increase 10-1420-152-0	Transportation	\$257,900.00
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The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

- c. N.J.A.C. 6A:23A-16.10 (c) 4

ADDENDUM - Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Camden County Educational Services Commission certifies that as of October 31, 2024 & November 30, 2024, and, after review of the Secretary'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 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 fiscal year.

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

3. CONTRACTS

Recommendation to approve contracts with the following school districts:

- 1. Approval to execute General Services Contracts and other CCESC shared services contracts with any NJ Public, Charter, Renaissance, Nonpublic, and Private Schools for the disabled.

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

4. PROFESSIONAL SERVICE PROVIDERS

- Issue contract to Nancy Cipparone, Speech Language Pathologist, to provide Child Study team Services from January 1, 2025-June 30, 2025 on an as-needed basis, with a contract need to exceed \$100,000.

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

5. PROFESSIONAL DEVELOPMENT

Recommend to approve the following professional development items:

- a. Ratify - Tom Fitzgerald, Technology Coordinator, to attend TECHSPO '25 in Atlantic City, NJ, January 29-31, 2025 at a cost of \$590 registration fee plus mileage/lodging/tolls/parking expenses.
- b. Ratify - Lucy Henry to attend the AENJ Breakfast & Workshop on February 1, 2025 in Hamilton Township, NJ at a registration cost of \$60 plus mileage, tolls and parking.
- c. Ratify - Daniel Del Vecchio to attend the University of Pennsylvania's GSE Class: Introduction to Teaching with AI (2025) from January 27, 2025 to April 1, 2025 at a cost of \$2,250.
- d. Amend** - Kim Baylock, Amanda Bonuomo, Valerie Beach, Kristin Smyth, and Kristina Vasquez to attend the professional networking meetings for instructional coaches hosted by Coaching Connection on March 28, 2025 from **9:00 a.m. - 1:15 p.m.** in Merchantville, NJ, at a cost to include mileage and parking expenses.
- e. Katie Rosato, SLP in the Public School program, to attend the ILISA Costa Rica Language Study Spanish Immersion Program for Speech Language Pathologists from July 6, 2025 - July 24, 2025 at a cost of \$2,180 plus airfare, land, auto, and meals (per GSA guidelines) expenses.

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

6. OTHER

Recommend to approve the following:

- a. Pursuant to and in accordance with NJSA 18A:6-57 and NJSA 18A:19-4.1, the Board of Directors of the Camden County Educational Services Commission designates Patrick Madden or Dan Del Vecchio to approve for payment any account or demand prior to presentation to the Board. Any approval shall be presented to the Board of Directors for ratification at the next Board meeting.
- b. Due to the dynamic nature of fulfilling staffing requests for member districts and in order to allow the Camden County Educational Services Commission to provide quality services to member districts in a timely manner, the Board of Directors authorizes the Executive Committee of the Board of Directors to approve employment requests submitted by the Superintendent between Board meetings. Any request so approved will be ratified at the next regularly scheduled meeting.
- c. Ratify Letter of Support for Teacher Apprenticeship Network. **see Attachment C below**
- d. Ratify to establish an account in Fund 60 (Honorarium) to compensate speakers for Commission events pertaining to professional development, etc. with payment/s not to exceed \$500 per event.
- e. Goals for CSA evaluation. **see Attachment D below**
- f. CCESEA agreement pertaining to medical insurance waiver payment schedule, effective July 1, 2025. **see Attachment E below**
- g. The following district/s as members of CCESC Cooperative Pricing System #66CCEPS:

Cape May Board of Education	Toms River Regional Schools
Dunellen Board of Education	Atlantic Community Charter School
Cherry Hill Public Library	

h. Addendum - Approve additional commodities to be provided to members of the Camden County Educational Services Commission's Cooperative Pricing System #66CCEPS to include:

Asphalt Procurements	Turn-Key Innovative Educational Learning Environments	Utility Vehicles
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i. Addendum - Letter to support for Rutgers University SMILE grant. **see Attachment G below** (Attachment C - PACE Letter of Support_Teacher Apprenticeship Network.docx (Attached), Attachment D - Goals for CSA evaluation.pdf (Attached), Attachment E - CCESEA side bar agreem- Med. Ins. waiver paym.pdf (Attached), Attachment G - Letter of support for Rutgers University SMILE grant.pdf (Attached))

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

7. BILL LISTS

Approval of the lists of bills dated December 12, 2024, December 17, 2024, December 31, 2024, January 8, 2025 ACH, January 9, 2025, January 9, 2025 Trans, January 21, 2025, **Addendum - January 27, 2025, Addendum - February 6, 2025, Addendum - February 6, 2025 Trans, Addendum - February 10, 2025 ACH** (Bill List 2024-12-12.pdf (Attached), Bill List 2024-12-17.pdf (Attached), Bill List 2024-12-31.pdf (Attached), Bill List 2025-01-08 ACH.pdf (Attached), Bill List 2025-01-09.pdf (Attached), Bill List 2025-01-09 Trans.pdf (Attached), Bill List 2025-01-21.pdf (Attached), Bill List 2025-01-27 addendum.pdf (Attached), Bill List 2025-02-06 addendum.pdf (Attached), Bill List 2025-02-06 Trans addendum.pdf (Attached), Bill List 2025-02-10 ACH addendum.pdf (Attached))

The motion was made by Board Member Johnson and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

B. EDUCATION

Recommend to approve the following for Education:

1. Ratify - Use CCESC as a work site for the Camden City School District Transition Program, on an as needed basis. Transition and student supervision will be provided through CCESC and Camden City's Transition Program.

The motion was made by Board Member Oriente and seconded by Board Member Freiling, and with a unanimous roll call vote, the motion carried.

C. PERSONNEL/NEGOTIATIONS

Recommendation to approve the following for personnel matters:

1. Amend item #3 , Personnel Section, of the October 10, 2024 board agenda to read: retirement of Ruth Bancroft, effective January 1, 2025.

2. Accept the resignation of Anna King, Speech Language Pathologist in the Public School program, effective February 9, 2025.

3. Ratify the employment of and issue an employment contract to Mary Iovacchini, Teacher in the Non-Public School Program, full-time with benefits, Step 13+M on the Non-Public School Salary Guide, \$83,043 annual pro-rated based on start date, effective on or about February 18, 2025 - June 30, 2025.

4. Ratify the employment of and issue an employment contract to Helen Guittar, Instructional Assistant in the Non-Public School Program, .6 FTE, 3 days per week, 16.5 hours per week, no benefits, effective January 1, 2025 - June 30, 2025.

5. Accept the retirement of Patricia Feriozzi, teacher in the Nonpublic School Program, effective July 1, 2025. Patricia retires with 28 years of service to the Commission.

6. Amend the employment contract of Tara Costello, Teacher in the Nonpublic School Program from Step 13, .8 FTE to Step 13+M, .8 FTE, at an adjusted annual salary of \$66,434, pro-rated based on start date, effective January 1, 2025 - June 30, 2025.

7. Ratify the employment of and issue an employment contract to Erin Sheehan, Teacher in the Non-Public School Program, full-time with benefits, Step 6+M on the Non-Public School Salary Guide,

- \$63,920 annual pro-rated based on start date, effective on or about February 10, 2025 - June 30, 2025.
 - 8. Ratify the employment of and issue an employment contract to Jennifer Olaya, Teacher in the Non-Public School Program, full-time with benefits, Step 11 on the Non-Public School Salary Guide, \$73,313 annual pro-rated based on start date, effective on or about March 10, 2025 - June 30, 2025.
 - 9. Approve FMLA leave for employee #1085, effective on or about March 31, 2025 - August 4, 2025.
 - 10. Approve FMLA leave for employee #703, effective on or about April 28, 2025 - October 24, 2025.
 - 11. Amend the employment contract of Laura Cosnett, Speech Language Pathologist in the Public School Program from .6 FTE to .8 FTE, at an adjusted annual salary of \$56,065, pro-rated based on start date, effective February 1, 2025 - June 30, 2025.
 - 12. Approve Unpaid Leave of Absence for employee #754, effective January 23, 2025 - February 21, 2025.
 - 13. Approve the employment of and issue an employment contract to Jamie Frockowiak, Transportation Clerk, full-time with benefits, \$45,000 annual pro-rated based on start date, effective February 16, 2025 - June 30, 2025.
 - 14. A job description for Analyst - **see Attachment B below**
 - 15. Accept the resignation of Rachel Leise, Speech Language Pathologist in the Public School Program effective April 1, 2025 or sooner if a suitable replacement can be hired prior to April 1, 2025.
 - 16. ADDENDUM: Amend item #3 , Personnel Section, February 5, 2025 board agenda to read: Non-Public Salary Guide, \$83,042 annual, pro-rated based on start date.**
 - 17. ADDENDUM: Accept the retirement of Debbie Magill, Office Assistant in the Education Department, effective; April 1, 2025. Debbie retires with 25 years of service to the Commission.**
(Attachment B - Job description Analyst.pdf (Attached))
- *Dan Del Vecchio acknowledged Debbie Magill's contributions over her 25 years of service to the Commission. He wished her well in her retirement.
- The motion was made by Board Member Ammen and seconded by Board Member Johnson, and with a unanimous roll call vote, the motion carried.

D. TRANSPORTATION

Recommend to approve the following:

- 1. Quotes for new 2024-25 school year transportation routes until time of bidding, approval of CCESC route - **see Attachment A below**
- 2. First Student Inc.'s(Pittsgrove) location contract from the 8.1.24 bid in the amended amount of \$289,080.
- 3. Morgan Bus Service contract from the 8.1.24 bid in the amended amount of \$151,200.
- 4. R&M Transportation Enterprise LLC. contract from the 8.1.24 bid in the amended amount of \$177,840.
- 5. Approval of contracts from the 11/14/2024 over threshold bid:

Contractor:	Contract amount:
1 st Transportation	\$595,823.70
A&M	\$55,350.00
Del City	\$201,665.70
First Student Lawnside	\$22,223.79

First Student Pittsgrove	\$48,037.00
Holcomb	\$350,546.00
Maybridge	\$49,600.00
Maytav	\$579,386.00
Morgan	\$64,049.00
Pegasus	\$38,007.00
R&M	\$215,340.00
Rimar	\$62,230.00
Sheppard	\$90,216.00
South Jersey Transportation	\$56,792.00
T&L	\$31,620.00
T&T	\$501,405.00

(Attachment A - 24-25 SY Trans Quotes.xlsx (Attached))

The motion was made by Board Member Gibbs-Smith and seconded by Board Member Storer, and with a unanimous roll call vote, the motion carried.

E. USE OF FACILITIES

There was no use of Facilities.

F. POLICIES

1. Approve the the First Reading of the following policies: **see Attachment below**

P 5512	Harassment, Intimidations, or Bullying (M) - Revised
P 5533	Student Smoking (M) - Revised
R 5533	Student Smoking - Revised
P&R 7441	Electronic Surveillance In School Buildings and On School Grounds (M) - Revised
P&R 9320	Cooperation with Law Enforcement Agencies (M) - Revised
P 2365	Acceptable use of Generative Artificial Intelligence (AI) - New
P 5111	Eligibility of Resident/Nonresident Students (M) - Revised
P 5460	High School Graduation (M) - Revised

P 5516	Use of Electronic Communication Devices - Revised
P 5516	Use of Electronic Communication Devices - New
P 5701	Academic Integrity - Revised
P 5710	Student Grievance - Revised
P 8500	Food Services (M) - Revised
P 9163	Spectator Code of Conduct for Interscholastic Events (M) - New

[\(Policies 5512 - 9163.pdf \(Attached\)\)](#)

The motion was made by Board Member Storer and seconded by Board Member Johnson, and with a unanimous roll call vote, the motion carried.

XVI. Committee Reports

A. TRANSPORTATION

None.

B. FINANCE

None.

C. POLICY

None

D. PERSONNEL/NEGOTIATIONS

None.

E. EDUCATION

None.

F. INSURANCE

None.

G. FUTURE PROGRAMS & SERVICES

None.

H. FACILITIES

None.

XVII. Public Comment

There was no public comment.

XVIII. Board Member Comments

Mr. Harper expressed difficulty regarding opening the attachments in the board agenda on the CCESC website - CCESC staff will assist. Mr. Harper also asked what pension system the CCESC was part of and Dan Del Vecchio answered his question.

XIX. Closed Session

There was no need for a closed session.

XX. Adjournment

Meeting adjourned at 6:24 p.m.

The motion was made by Board Member Johnson and seconded by Board Member Freiling, and with a unanimous roll call vote, the motion carried.

Respectfully submitted,

W. Patrick Madden

Board Secretary