

**SOMERS POINT BOARD OF EDUCATION
SOMERS POINT, NEW JERSEY**

**MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING
November 20, 2018**

Staci Endicott, President, called the Somers Point Board of Education Meeting to order at 7:00 P.M. at the Jordan Road School.

Adequate notice of this meeting has been provided to two newspapers, posted on the bulletin board of City Hall and on the doors of the three schools as required in the Open Public Meeting Act, Chapter 231, and P.L.1975.

Mr. Sweeder led the Board of Education and the members of the public present in the salute to the flag.

MEMBERS PRESENT: John Conover, Jennifer Panas, Mike Sweeder, Anthony Zappile, Staci Endicott; Nick Wagner arrived at 7:15 PM

MEMBERS ABSENT: Karen Broomall

OTHERS PRESENT: Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools
Susan Irons, Board Secretary
Brett Gorman, Esq.

Public Forum

None

Approval of Minutes

Motion was made by Mr. Zappile, second by Mr. Conover that the following meeting minutes be approved as presented, amended and available for release to the public upon request and according to policy:

- a. Regular and Executive Meeting Minutes of the following (Exhibit 5)
 - October 18, 2018

Motion carried unanimously on roll call vote.

Presentation:

None

Communications/Correspondence

None

Committee Reports

Finance – Mr. Conover - Chair - No Report

Student and Community Affairs – Ms. Endicott – Chair

- The committee met on November 07, 2018 and discussed the following:
 - The 2nd phase of the redistricting and closing of New York Avenue.

- Signage at the Jordan Road School to reflect *Jordan Road Middle School*.
- Implementation of a policy for discipline.

Instruction – Ms. Endicott - Chair

- The committee met on November 07, 2018 and discussed the following:
 - Curriculum changes:
 - Student growth and achievement
 - Standard based grading

Negotiations committee – Mr. Sweeder – Chair

- Mr. Sweeder informed the Board of Education that the negotiations committee is scheduling future meetings with the SPEA.

Foundation of Education Liaison – Mike Sweeder

- The Foundation for Education’s 25th anniversary dinner dance will be held on Saturday, February 23, 2019. They have reached their financial goal of over \$250,000.00.

City Council Liaison – Mike Sweeder - *No information at this time.*

Superintendent’s Report

HIB Reporting

The Board acknowledges no HIB incidents were reported for the Somers Point School District from October 11, 2018 through November 12, 2018 in accordance with N.J.A.C. 6A:16-7.1.

Motion was made by Mr. Conover, second by Mr. Zappile to approve acknowledgement of no HIB Reports dated in October according to N. J. A. C. 6A:-7.1. Motion carried unanimously on roll call vote.

Agreements/Applications/Contracts

Transportation Agreements- 2018/19 school year

Motion was made by Mr. Conover, second by Mr. Zappile to approve the 2018/19 SY Joint Transportation Agreement(s) with ACSSSD from \$24,693.80 as listed:

<u>Contract Route</u>	<u>Vendor</u>	<u>Destination</u>	<u>Capacity</u>	<u>Cost</u>
COA4	ACSSSD	Coastal Learning Center	54	\$24,693.80

Motion carried unanimously on roll call vote.

Food Biosecurity Plan 2018/19 school year

Motion was made by Mr. Conover, second by Mr. Zappile to approve the 2018/19 school year Emergency Readiness and Food Biosecurity Plan. Motion carried unanimously on roll call vote.

Nursing Plan 2018/19 school year

Motion was made by Mr. Conover, second by Mr. Zappile to approve the 2018/19 school year Nursing Plan. Motion carried unanimously on roll call vote.

Tuition Agreements – 2018/19 school year – Pleasantville

Motion was made by Mr. Conover, second by Mr. Zappile to approve the 2018/19 Tuition Agreement for student attending Somers Point Pre-K program from Pleasantville school district for tuition cost of \$7,861.00 prorated:

<i>Student/ID</i>	<i>Grade</i>	<i>School Year Tuition</i>
999089	PreK	\$7,861.00 prorated from Pleasantville (displaced)

Motion carried unanimously on roll call vote.

Tuition Agreements – 2018/19 school year – Clifton Public Schools

Motion was made by Mr. Conover, second by Ms. Panas to approve the 2018/19 Tuition Agreements for the Somers Point resident students:

<i>Student ID</i>	<i>School Attending</i>	<i>Grade</i>	<i>SY Rate</i>
DCP (Placed)	Clifton Board of Education	2	\$11,351.00
DCP (Placed)	Clifton Board of Education	5	\$11,351.00

Motion carried unanimously on roll call vote.

HVAC and Miscellaneous Renovations at Jordan Road, Dawes Avenue & New York Avenue School FVHD #4800A, 4800B, 4800C

Motion was made by Mr. Conover, second by Mr. Zappile to approve the following change order:

Change Order 4 DEC Electrical Contractors, Inc. – Total \$(628.95) for the electrical contract of DEC.

Motion carried unanimously on roll call vote.

Curriculum

Field Trips

Motion was made by Mr. Conover, second by Mr. Sweeder to approve the following field trips for the 2018/19 school year, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Grade</i>	<i>Place</i>	<i>Date</i>	<i>Approx. Cost</i>	<i>Approx. Bus Cost</i>
Band	Scottish Rite Auditorium, Collingswood, NJ	02/09/2019	\$200.08*	\$400.00*

**Band will fundraise to pay for the trip*

Motion carried unanimously on roll call vote.

Revised School Year Calendar

Motion was made by Mr. Conover, second by Mr. Sweeder to approve the revised 2018/19 school year calendar. Motion carried unanimously on roll call vote.

Winter Sports Schedule

Motion was made by Mr. Conover, second by Mr. Sweeder to approve the following winter sports schedule for the 2018/19 school year.

**Somers Point Girls Basketball
Division 1
All Games begin at 3:45**

Linwood Holiday Tournament: Double elimination Tournament begins 12/12/18. Games Dates and times TBA

<i>Date</i>	<i>Home</i>	<i>Away</i>
Monday 01/07/19	Somers Point	Northfield
Wednesday 01/09/19	Upper Township	Somers Point
Monday 01/14/19	Linwood	Somers Point
Wednesday 01/16/19	Somers Point	Galloway
Tuesday 01/22/19	Hamilton Township (Davies)	Somers Point
Thursday 01/24/19	Northfield	Somers Point
Monday 01/28/19	Somers Point	Upper Township
Wednesday 01/30/19	Somers Point	Hamilton Township (Davies)
Wednesday 02/06/19	Somers Point	Linwood
Monday 02/11/19	Galloway	Somers Point

Northfield Invitational Tournament: **Dates** TBA

Motion carried unanimously on roll call vote.

**Somers Point Boys Basketball
Division 1
All Games begin at 3:45**

Linwood Holiday Tournament: Double elimination Tournament begins 12/12/18...Games Dates and times TBA

<i>Date</i>	<i>Home</i>	<i>Away</i>
Monday 01/07/19	Somers Point	Northfield
Wednesday 01/09/19	Upper Township	Somers Point
Monday 01/14/19	Linwood	Somers Point

Wednesday 01/16/19	Somers Point	Galloway
Tuesday 01/22/19	Hamilton Township (Davies)	Somers Point
Thursday 01/24/19	Northfield	Somers Point
Monday 01/28/19	Somers Point	Upper Township
Wednesday 01/30/19	Somers Point	Hamilton Township (Davies)
Wednesday 02/06/19	Somers Point	Linwood
Monday 02/11/19	Galloway	Somers Point

Northfield Invitational Tournament: **Dates TBA**

Motion carried unanimously on roll call vote.

Facilities

Facility Use

Motion was made by Mr. Conover, second by Mr. Zappile to approve the following Use of Facility request:

<i>Group/Organization</i>	<i>Dates</i>	<i>Purpose</i>	<i>Fee/Cost</i>
Literacy Volunteers Association Cape Atlantic, Inc.	10/15/18-05/31/19 Mondays, Tuesdays and Thursdays	Teach adults listening, speaking, reading and writing English	n/c
South Jersey Starz/Keith Fader	10/26/18	Basketball Practice for AAU Team (On Time Event)	Cost of custodial overtime
Kim Tucker	11/01/18	Parent Meeting-Standard-Based Grading and Assessment	n/c
South Jersey Starz/Keith Fader	11/09/18	Basketball Clinic (One Time Event)	Cost of custodial overtime
Katie Tucker	11/05/18	Movie Night for Chorus fundraiser	n/c
Parents Groups Steering Committee	11/15/18	Parent Group Matters	n/c
Katie Tucker	12/10/18	Chorus Rehearsal	n/c
Devon Kallen	12/11/18	Stokes Informational Parents Meeting	n/c
D. Kallen/Student Council	12/14/18	Holiday Dance 6-8	N/C
D. Kallen/Student Council	01/18/19	Snowball Dance 6-8	N/C

Motion carried unanimously.

Comprehensive Maintenance Plan

Motion was made by Mr. Conover, second by Mr. Zappile to approve the 2018/19 school year *Comprehensive Maintenance Plan*. Motion carried unanimously on roll call vote.

Indoor Air Quality Program

Motion was made by Mr. Conover, second by Mr. Zappile to approve the Indoor Air Quality Program for the 2018/19 school year. Motion carried unanimously on roll call vote.

School Integrated Pest Management Plan

Motion was made by Mr. Conover, second by Mr. Zappile to approve the 2018/19 school year School Integrated Pest Management Plan. Motion carried unanimously on roll call vote.

Change of name for Jordan Road School to the Jordan Road Middle School on both sides

Motion was made by Mr. Conover, second by Mr. Zappile to change the name for the Jordan Road School to the Jordan Road Middle school on both sides. Motion carried unanimously on roll call vote.

Finance

Out of District Professional Development

Motion was made by Mr. Conover, second by Mr. Zappile to approve the out-of-district professional development travel and mileage expenses as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Staff Member</i>	<i>Professional Development</i>	<i>Date</i>	<i>Location</i>	<i>Cost</i>	<i>Travel</i>
E. Ward	ELL Program Supervisors meeting	11/15/18	Atlantic City, NJ	N/C	Y
C. Stafford C. Waniak A. Swift	Student Social and Emotional Learning workshop	12/10/18	Galloway, NJ	7 ETTC hours	Y
M. Mendoza	“Disruptive in Classroom” workshop	12/14/18	Mount Laurel, NJ	\$129.99	Y
K. Tucker C. Supp M. CarneyRay-Yoder	Linkit Principal and Teacher Data Leadership Academy	12/11/18	Camden, NJ	\$175 each	Y
K. Tucker	K-3 Research and PD Initiative	12/17/18	Somerset, NJ	N/C	Y
S. Staiano	CHOP Emergency Care Program	12/21/18	Philadelphia, PA	N/C	Y
C. Waniak	NJMEA Music Teachers Convention	02/21/19 02/22/19 02/23/19	East Brunswick, NJ	\$170	Y
J. Marione	Articulation Workshop	12/19/18	Egg Harbor Twp, NJ	\$110	Y
S. Castellano J. Parker	Using Gold Data to Plan Instruction and Communicate Children’s Progress	01/14/19	Clementon, NJ	N/C	Y
C.Genna	Just Words Workshop	02/06/19	Galloway, NJ	4 ETTC Hours	Y

Motion carried unanimously on roll call vote.

In-District Professional Development

Motion was made by Mr. Conover, second by Mr. Zappile to approve the following in-district professional development:

<i>Name</i>	<i>Professional Development</i>	<i>Date</i>	<i>Cost</i>
J. Ziegler K. Renda L. Randour M. Generosi J. Scarano J. Klemic T. Chiarulli J. Antell S. Fischer K. Fontana A. Cooke	CPI Training for staff	11/13/18 11/15/18 11/16/18	Cost of 4 substitutes
T. Chiarulli J. Ziegler	DLM Training for Staff	12/12/18 1:30-6 pm	Teachers will be paid \$39/hr over their contracted hours

Motion carried unanimously on roll call vote.

2018/19 school year ASSA Application for State School Aid

Motion was made by Mr. Conover, second by Mr. Zappile to approve the submission for the 2018/19 school year ASSA Application for State School Aid to the New Jersey Department of Education.

Motion carried unanimously on roll call vote.

Revised Field Hockey Assignor and Referee Fees

Motion was made by Mr. Conover, second by Mr. Zappile to approve the following revised assignor and referee fees for field hockey for the 2018/19 school year.

- Assignor Fee -JV-\$60.00*
- Assignor Fee-Varsity-\$78.00*
- 1 Official- with 10 minute game - \$97.50*

Motion carried unanimously on roll call vote.

Donations

Motion was made by Mr. Conover, second by Mr. Zappile to approve and accept the following donations to the Somers Point School District.

- *\$500 STEM Grant from the Somers Point Foundation for Education*

Motion carried unanimously on roll call vote.

Personnel

Substitute Personnel

Motion was made by Mr. Conover, second by Mr. Zappile to approve the following substitute personnel for the 2018/19 school year, as recommended Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

New Substitute Personnel- Pending criminal history review and Pre Employment Resources P.L. 2018, c5

<i>Name</i>	<i>Position</i>	<i>Degree</i>	<i>College.University</i>
Laura Brown	Teacher	BA	San Diego State University
John Helbig	Teacher	BA	Glassboro State University
Samantha Florio	Teacher	MA	Rutgers University
Thomas Tucker	Teacher	BS	University of Central Florida
Marie Kelly-Gilbride	Teacher	MA	Mary Grove College

Motion carried unanimously on roll call vote.

Unpaid Leave of Absence

Motion was made by Mr. Conover, second by Mr. Zappile to approve the following staff members for an unpaid leave of absence, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>Position</i>	<i>Date/s</i>	<i>Purpose</i>
Paige Loveland	Kdg. Teacher/DWS	03/20/19, 03/21/19, 03/22/19	Personal

Motion carried unanimously on roll call vote.

Additional Hours

Motion was made by Mr., Conover, second by Mr. Zappile to approve additional hours, at their hourly rate for the following instructional assistants to cover when an instructional assistant was absent without a substitute, as recommended by Michelle CarneyRay-Yoder, Superintendent of Schools.

<i>Name</i>	<i>Additional Hours/Date</i>	<i>Rate of Pay</i>
Anne Cooke	1hr./35 min. 10/10/18	\$19.27/hr.
Meghan Generosi	6 hrs/20 min. 10/15/18-10/19/18	\$19.51/hr.

Motion carried unanimously on roll call vote.

Additional Hours-Motion to approve additional hours at \$39/hr. for the following part-time teacher to cover when a teacher was absent without a substitute, as recommended by Michelle CarneyRay-Yoder, Superintendent of Schools.

<i>Name</i>	<i>Additional Hours/Date</i>	<i>Rate of Pay</i>
Karin Stanks	50 minutes	\$39/hr.

Motion carried unanimously on roll call vote.

Homebound Instruction

Motion was made by Mr. Conover, second by Mr. Zappile to approve the following certified staff members as homebound instructors 2018/2019 school year at a rate of \$43/hr., as recommended by Michelle CarneyRay-Yoder, Superintendent of Schools.

Meghan Lavery	Nathan Garza	Krystal Tardif	Kathy Staab
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Motion carried unanimously on roll call vote.

Revised Contract for Instructional Assistant Schedule

Motion was made by Mr. Conover, second by Mr. Zappile to approve the addition of .25/hr. to the following instructional assistant daily schedule, effective October 1, 2018 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

Sheila Altomare

Motion carried unanimously on roll call vote.

Fieldwork Placement

Motion was made by Mr. Conover, second by Mr. Zappile to approve the following fieldwork experience or student teaching placements for the Spring of 2018/19 school year as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools, pending a criminal history review:

<i>Name</i>	<i>University/College</i>	<i>Teacher</i>	<i>Grade</i>	<i>School</i>
Heather Dougherty	Stockton University	Dawn McGhee	PK	New York Ave.
Nelson Carreno	Stockton University	Robin Wolf-Smith	2	Dawes Ave.
Victoria Hill	Stockton University	Jennie Lick	K	Dawes Ave.
Janice Chrono	Stockton University	Michelle Baltz	1	Dawes Ave.
Alay'Ziah Haraksin	Stockton University	Aimee Altman	5	Jordan Road
Mary Riggs	Stockton University	Jackie Wootton	6	Jordan Road
McKenna Forry	Stockton University	Krystal Tardif	8	Jordan Road

Motion carried unanimously on roll call vote.

Detention Monitor

Motion was made by Mr. Conover, second by Mr. Zappile to approve *Krystal Tardif* as the detention monitor for the 2018/2019 school year at a rate if \$39/hr., as recommended by Michelle CarneyRay-Yoder, Ed. D, Superintendent of Schools. Motion carried unanimously on roll call vote.

Sidebar Agreement

Motion was made by Mr. Conover, second by Mr. Zappile to approve the Sidebar Agreement for the part-time instructional assistants between the SPEA and BOE. Motion carried unanimously on roll call vote.

Hiring of 1-1 Instructional Assistant

Motion was made by Mr. Conover, second by Mr. Zappile to approve *Macey Kimmins* as a 1-1 Instructional Assistant at a prorated salary of \$16,280 , effective November 19, 2018 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Pending criminal history review and Pre Employment Resources P.L. 2018, c5. Motion carried unanimously on roll call vote.

Renew Substitute

Motion was made by Mr. Conover, second by Ms. Panas to approve Beth Hartlage as a substitute for the 2018/19 school year, for renewal of substitute certificate. Motion carried unanimously on roll call vote.

Resignation/Retirement

Motion was made by Mr. Conover, second by Ms. Panas to approve, with regret, the resignation of the following as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>Position/School</i>	<i>Date of Resignation/Retirement</i>	<i>Purpose</i>
Bonnie Slota-Miller	Instructional Asst./JRS	11/16/18	Resignation
Sky McKinnon	PT Secretary/DWS	11/20/18	Resignation
Jillian Ziegler	FT Special Ed. Teacher/JRS	11/20/18	Resignation

Motion carried unanimously on roll call vote.

Unpaid Leave of Absence

Motion was made by Mr. Conover, second by Ms. Panas to approve the following staff memebtrs for an unpaid leave of absence, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>Position</i>	<i>Date</i>	<i>Purpose</i>
Lauren Hopkins	Special Ed. Teacher	12/21/18	personal

Motion carried unanimously on roll call vote.

Revised Schedule B Positions and Stipends

Motion was made by Mr. Conover, second by Ms. Panas to approve the following revised schedule B positions and stipends for the 2018/19 school year.

<i>Name</i>	<i>Club/Sport</i>	<i>Stipend</i>
Nathan Garza	Cross Country	\$2,630

Motion carried unanimously on roll call vote.

Policies

None to review this month.

Professional Services

None

Transfer of Funds/Cash Report

Motion was made by Mr. Zappile, second by Mr. Conover that the Somers Point Board of Education approve the Adjustments for the 2018/19 Budget (Exhibit 17a) as presented and made a part of these minutes. Motion carried unanimously on roll call vote.

Motion was made by Mr. Zappile, second by Mr. Conover that the Somers Point Board of Education approve the Cash Report for the 2018/19 Budget (Exhibit 17b) as presented and made a part of these minutes. Motion carried unanimously on roll call vote.

Secretary’s Financial Report

Motion was made by Mr. Zappile, second by Mr. Conover that the Somers Point Board of Education approve the (Exhibit 18a) Report of the Secretary for the month ending October 31, 2018 as presented, pursuant to N. J. A. C. 6A:23A-16.1 (c) 3, and that they certify that as of October 31, 2018 after review of the Secretary’s Monthly Financial Report (Appropriations Section) and upon consultation with the appropriate district officials, to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:23A16.10 (c) 4 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. Motion carried unanimously on roll call vote.

Treasurer’s Financial Report

Motion was made by Mr. Zappile, second by Mr. Conover that the Somers Point Board of Education approve the (Exhibit 19a) Treasurer’s Report for the month ending October 31, 2018 as presented, pursuant to N.J.A.C. 6A:23A-16.10(c)3, and that they certify that as of October 31, 2018 after review of the Treasurer’s Monthly Financial Report (Appropriations Section) and upon consultation with the appropriate district officials, to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:23A16.10(c)4 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

Motion carried unanimously on roll call vote.

Bills List

Motion was made by Mr. Wagner, second by Mr. Zappile that the Somers Point Board of Education approve the (Exhibit 20a) Bills List as presented and made part of these minutes.

General Bills	
General	\$ 506,221.89
Capital Projects	\$ 79,216.93
Payroll	\$ 909,760.08
Total	\$ 1,495,198.90

Motion carried unanimously on roll call vote.

Public Forum

None

Board Forum

- The Foundation for Education raised funds for the students to attend the Stokes Trip.
- Ms. Endicott acknowledged that the local Cub Scouts collected 1800 pounds of food for the food pantry in Somers Point.
- The Dawes Avenue and New York Avenue schools were awarded the bronze for the New Jersey Sustainable grant.

Executive Session

Motion was made at 7:26 P.M by Mr. Wagner, second by Mr.Zappile that the following resolution be adopted

- Be it resolved by the Board of Education of the City of Somers Point in the County of Atlantic, NJ that upon passage of this Resolution they go into Executive Session to discuss the following matters: *Review of consultative and deliberative material to complete the board self- evaluation.*
- Be it further resolved that discussions held in private session regarding said matters will be disclosed to the public as soon as a decision is made upon the same. Motion carried unanimously.

Re-Open to Public

- Motion was made at 8:44 P.M.by Mr. Zappile, second by Mr. Conover that the meeting be reopened to the public. Ms. Endicott stated that while in Executive Session, the Board of Education had discussed: *Review of consultative and deliberative material to complete the board self -evaluation.*

Board of Education Goals

Motion was made by Ms. Panas, second by Mr. Zappile to approve the Board of Education goals and norms for the 2018/19 SY.

Board Forum

- Discussion transpired regarding changing the December 20th meeting to December 13th. Not all members were available, therefore there will be no change.
- The Finance Committee will meet on Wednesday, December 05, 2018 at 4:00 PM.
- The Student and Community Affairs Committee will meet on December 20, 2018 at 5:00 PM.
- There was a discussion regarding the election results. Mr. Zappile stated that he will be mailing his letter of interest to Ms. Irons.
- The Board discussed having a special meeting which would be decided at a later time.

Adjournment

Motion was made by Mr. Zappile, second by Mr. Conover that at 9:35 P.M. there being no further business to present the Somers Point Board of Education meeting be adjourned. Motion carried unanimously.

Respectfully submitted,

SUSAN IRONS
Business Administrator/Board Secretary