

SOMERS POINT BOARD OF EDUCATION
SOMERS POINT, NEW JERSEY

REGULAR BOARD OF EDUCATION MEETING

Thursday, November 15, 2018

JORDAN ROAD SCHOOL

AGENDA

1. Call to Order

- a. 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.

2. Flag Salute

3. Roll Call

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

Others Present:

- M. CarneyRay-Yoder S. Irons L. Greco

4. **Public Forum**

Public participation will be in accordance with District Policy #0167. Public participation will include, but not be limited to the following rules: a participant of the public will present his/her name, place of residence, and group affiliation if appropriate. Each participant will be limited to three (3) minutes per statement and the overall duration of the public comments shall not exceed 30 minutes.

5. **Approval of Minutes**

Resolved that the following meeting minutes be approved as presented, amended and available for release to the public upon request and according to policy:

- a. The Regular and Executive Meeting Minutes of the following (**Exhibit 5**)

- October 18, 2018

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

6. **Presentation:**

7. **Communications/Correspondence**

8. **Committee Reports**

- Finance Committee-*Chair-John Conover*
- Student and Community Affairs Committee, *Chair - Staci Endicott*
- Instruction Committee, *Chair - Staci Endicott*
- Negotiations Committee, *Chair - Mike Sweeder*
- Foundation for Education Liaison, *Mike Sweeder*
- City Council Liaison, *Staci Endicott*

9. **Superintendent’s Report**

- a. The Board acknowledges the HIB incidents reports (**Exhibit 9a**) 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.
- b. Motion to approve acknowledgement of no HIB Reports dated in October according to N. J. A. C. 6A:-7.1.

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

10. **Agreements/Applications/Contracts**

- a. **Transportation Agreements- 2018/19 school year**-Motion to approve the 2018/19 SY Joint Transportation Agreement(s) with ACSSSD from \$24,693.80 as listed:5

<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

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

- b.**Food Biosecurity Plan 2018-2019 school year**-Motion to approve the 2018/19 school year Emergency Readiness and Food Biosecurity Plan.

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

c. *Nursing Plan 2018/19 school year*-Motion to approve the 2018/19 school year Nursing Plan.

- K. Broomall J. Conover J. Panas
- M. Sweeder N. Wagner A. Zappile S. Endicott

d. *Tuition Agreements – 2018/19 school year - Pleasantville*-Motion to approve the 2018/19 *Tuition Agreement* for student attending Somers Point PreK 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)

- K. Broomall J. Conover J. Panas
- M. Sweeder N. Wagner A. Zappile S. Endicott

e. *HVAC and Miscellaneous Renovations at Jordan Road, Dawes Avenue & New York Avenue School FVHD #4800A, 4800B, 4800C*-Motion to approve the following change order:

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

- K. Broomall J. Conover J. Panas
- M. Sweeder N. Wagner A. Zappile S. Endicott

11. Curriculum

- a. **Field Trips**-Motion to approve the following field trips for the 2018/19 school year, as recommended by Michelle Carney-Ray-Yoder, Ed. D., Superintendent of Schools.

	<i>Place</i>	<i>Date</i>	<i>Approx. Cost</i>	<i>Approx. Bus Cost</i>
Band	Scottish Rite Auditorium, Collingswood, NJ	02/ 09/ 201 9	\$20 0.08 *	\$400.00*

**Band will fundraise to pay for the trip*

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

- b. **Revised School Year Calendar**-Motion to approve the revised 2018/2019 school year calendar.

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

- c. **Winter Sports Schedule**-Motion 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

<u>Date</u>	<u>Away</u>	<u>Home</u>
Mon 1/7	Somers Point	Northfield
Wed 1/9	Upper Twp.	Somers Point
Mon 1/14	Linwood	Somers Point
Wed 1/16	Somers Point	Galloway

Tues 1/22	Hamilton Twp (Davies)	Somers Point
Thurs 1/24	Northfield	Somers Point
Mon 1/28	Somers Point	Upper Twp.
Wed 1/30	Somers Point	Hamilton Twp (Davies)
Wed 2/6	Somers Point	Linwood
Mon 2/11	Galloway	Somers Point

Northfield Invitational Tournament: **Dates** TBA

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

<u>Date</u>	<u>Home</u>	<u>Away</u>
Mon 1/7	Somers Point	Northfield
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Wed 1/16	Somers Point	Galloway
Tues 1/22	Hamilton Twp (Davies)	Somers Point
Thurs 1/24	Northfield	Somers Point
Mon 1/28	Somers Point	Upper Twp.
Wed 1/30	Somers Point	Hamilton Twp (Davies)
Wed 2/6	Somers Point	Linwood
Mon 2/11	Galloway	Somers Point

Northfield Invitational Tournament: Dates TBA

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

12. Facilities

a. **Facility Use**-Motion 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.	10/15/18-05/31/18 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

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

b. **Comprehensive Maintenance Plan**-Motion to approve the 2018/19 school year *Comprehensive Maintenance Plan*.

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

c. **Indoor Air Quality Program**-Motion to approve the Indoor Air Quality Program for the 2018/19 school year.

- K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

- d. ***School Integrated Pest Management Plan***-Motion to approve the 2018/19 school year School Integrated Pest Management Plan.

K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

- e. ***Change of name for Jordan Road School to the Jordan Road Middle School on both sides***

K. Broomall J. Conover J. Panas
 M. Sweeder N. Wagner A. Zappile S. Endicott

13. **Finance**

- a. ***Out of District Professional Development***-Motion 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

K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

- b. ***In-District Professional Development***-Motion 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

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

- c. ***2018/19 school year ASSA Application for State School Aid***-Motion to approve the submission for the 2018/19 school year ASSA Application for State School Aid to the New Jersey Department of Education.

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

- d. ***Revised Field Hockey Assignor and Referee Fees***-Motion 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

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

e. **Donations**-Motion to approve and accept the following donations to the Somers Point School District.

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

- K. Broomall J. Conover J. Panas M. Sweeder
- N. Wagner A. Zappile S. Endicott

14. **Personnel**

a. **Substitute Personnel** - Motion 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

- K. Broomall J. Conover J. Panas M. Sweeder
- N. Wagner A. Zappile S. Endicott

b. **Unpaid Leave of Absence**-Motion 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

- K. Broomall J. Conover J. Panas M. Sweeder
- N. Wagner A. Zappile S. Endicott

- c. **Additional Hours**-Motion 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.

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

- d. **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.

- e. **Homebound Instruction**-Motion 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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- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

- f. **Revised Contract for Instructional Assistant Schedule**-Motion 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

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

- g. **Fieldwork Placement**-Motion 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.

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

- h. **Detention Monitor**-Motion to approve *Krystal Tardif* as the detention monitor for the 2018/2019 school year at a rate of \$39/hr., as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

- i. **Sidebar Agreement**-Motion to approve the Sidebar Agreement for the part-time instructional assistants between the SPEA and BOE.

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

- j. **Hiring of 1-1 Instructional Assistant**- Motion 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

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

15. **Policies- None to review this month**

16. **Professional Services**

17. Transfer of Funds/Cash Report

- a. Recommend that the Somers Point Board of Education approve the Adjustments for the 2018/19 Budget (**Exhibit 17a**) as presented and made part of these minutes.
- b. Recommend 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.
 - K. Broomall J. Conover J. Panas M. Sweeder
 - N. Wagner A. Zappile S. Endicott

18. Secretary's Financial Report

- a. Recommend 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.
 - K. Broomall J. Conover J. Panas M. Sweeder
 - N. Wagner A. Zappile S. Endicott

19. Treasurer's Financial Report

- a. Recommend 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.
 - K. Broomall J. Conover J. Panas M. Sweeder
 - N. Wagner A. Zappile S. Endicott

20. **Bills List**

- a. Recommend 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

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

21. **Other Matters**

22. **Public Forum**

23. **Board Forum**

24. **Executive Session**

Be it resolved by the Board of Education for the City of Somers Point in the County of Atlantic City, 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*
- *Tentative interviews for vacant board seat*

Be it further resolved that discussions held in private session regarding said matters will be disclosed to the public as soon as the decisions is made upon the same.

Reopen to the Public

Motion is required that the meeting be reopened to the public. The President of the Board of Education stated that while in Executive Session, the Board had discussed:

- *Review of consultative and deliberative material to complete the board self-evaluation*
- *Tentative interviews for vacant board seat*

25. **Adjourn**

- K. Broomall J. Conover J. Panas M. Sweeder
 N. Wagner A. Zappile S. Endicott

