

SOMERS POINT BOARD OF EDUCATION  
SOMERS POINT, NEW JERSEY

REGULAR BOARD OF EDUCATION MEETING

Thursday, February 21, 2019

JORDAN ROAD SCHOOL  
7PM

**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

J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

*Others Present:*

M. CarneyRay-Yoder     S. Irons     L. Greco

4. **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 4**)
- January 17, 2019

J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

5. **Presentation:**

- *Audit Presentation-Ford-Scott and Associates*

6. **Communications/Correspondence**

7. **Committee Reports-**

- Student and Community Affairs Committee-*Staci Endicott*
- Instruction Committee-*Staci Endicott*
- Finance Committee - *Richard Gray*
- Negotiations Committee - *Michael Sweeder*
- Foundation for Education Liaison -*Michael Sweeder*

- City Council Liaison - *Staci Endicott*

**8. 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.*

**9. Superintendent’s Report**

- a. The Board acknowledges the HIB incidents reports (**Exhibit 9a**) for the Somers Point School District from January 9, 2019 through February 13, 2019 in accordance with N.J.A.C. 6A:16-7.1.
- b. Motion to affirm the HIB Reports dated December 13, 2018 through January 9, 2019 according to N. J. A. C. 6A:-7.1.
  - J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson
  - M. Sweeder     N. Wagner     R. Gray     S. Endicott
- c. Student Safety Data Report September - December 2018-Motion to accept the student Safety Data Report for the period of September -December 2018.
  - J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson
  - M. Sweeder     N. Wagner     R. Gray     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 GEHRSD as listed:

<i>Vendor</i>	<i>Destination</i>	<i>Capacity</i>	<i>Cost</i>
GEHRSD/Sheppard	Stokes Field Trip	55	\$4,600.00
GEHRSD/Sheppard	Hershey Park	55	\$3,450.00

Paid for by Education foundation, Donations, and Board of Education

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson
- M. Sweeder     N. Wagner     R. Gray     S. Endicott

- b. **Transportation Agreements- 2018/19 School Year**-Motion to approve the 2018/19 School Year Joint Transportation Agreement(s) with an additional admin fee of 6% as listed:

Contract/Route	Vendor	Destination	Cost
Integrity/ Yale school	ACSSSD	To/From Yale School	\$ 7,155.45

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- c. **ACSSSD (Atlantic County Special Services School District) Personal Aide Agreement**-Motion to approve an agreement with ACSSSD (Atlantic County Special Services School District) for a *full-time personal aide* for a student attending ACSSSD, at a cost of \$42,840 for the 2018/2019 school year prorated from start date, effective 02/11/19 through 06/30/19.

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     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>Grade</i>	<i>Place</i>	<i>Date</i>	<i>Approx. Cost</i>	<i>Approx. Bus Cost</i>
Boys Basketball	MRHS Linwood, NJ	01/31/19	Boys team invited to practice with Mainland	N/C
Band	Scottish Rite Auditorium, Collingswood, NJ	02/08/19 Revised	\$200.08	\$400.00
1st grade	Levoy Theater Millville, NJ	03/07/19	*\$888.00	*\$1,050.00
2nd grade	Estell Manor Park Mays Landing, NJ	05/29/19	\$5.00 each	\$700 Field Trip NJ Grant

*\*Students will pay \$18.00 each for admission to theater and cost of bus*

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

b. **2019 Three Year Preschool Plan and Budget-** Motion to approve the 2019 Three Year Preschool Plan and Budget.

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

**12. Facilities**

a. **Facility Use-**Motion to approve the following Use of Facility request:

<b>Group/Organization</b>	<b>Dates</b>	<b>Purpose/Building</b>	<b>Fee/Cost</b>
Parents Group	01/29/19	8th grade dance meeting/JRS	N/C
Mainland Jr. Basketball Travel Jake Cook	02/05/19-03/30/19 Tues., Wed., Thurs., Fri.	Basketball Practice/JRS	N/C
CER/Michelle CarneyRay-Yoder	02/07/19	21st Century Stakeholders Meeting/JRS	N/C
Kim Tucker	02/12/19	Science Fair Expo/JRS	N/C
Parents Group	02/13/19	8th grade dance meeting/JRS	N/C
Kim O'Brien	02/19/19	BPAC Biliteracy Night/DWS	N/C
Melanie Wagner	02/28/19	Full STEAM Ahead Night/DWS	N/C

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     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.

<b>Staff Member</b>	<b>Professional Development</b>	<b>Date</b>	<b>Location</b>	<b>Cost</b>	<b>Travel</b>
P. Jensen	NJDOE Standards work sessions	01/28/19	Clementon, NJ	N/C	Y

C. Supp	“What’s Smoking in NJ”	02/08/19	Sea Isle, NJ	N/C	Y
K. Tucker	NJDOE Early Childhood Supervisor’s meeting	02/08/19	Clementon, NJ	N/C	Y
K. Tucker	Connected Action Roadmap Pilot Team Training	02/20/19	Monroe, NJ	N/C	Y
T. Unsworth	NJAHPERD Annual State Conference	02/25/19	Longbranch, NJ	\$85* \$35** Title II	Y
D. Kallen	NJAHPERD Annual State Conference	02/26/19	Longbranch, NJ	\$85* \$35** Title II	Y
C. Supp K. Tucker P. Pallitto P. Jensen E. Ford	NJDOE Teacher Leader Network	02/18/19 04/09/19 05/823/19	Trenton, NJ	N/C	Y
K. Tobiasen	McKinney-Vento Education for Homeless Children and Youth Roundtable Meeting	02/25/19	Blackwood, NJ	N/C	Y
K. Tucker	NJSLS District Coordinator Meeting	02/27/19	Monroe, NJ	N/C	Y
J. Scarano J. Schmidt	NJSLS District Test Coordinator Training	02/28/19	Atlantic City, NJ	N/C	Y
P. Pallitto	NJDOE Standards Workshop	01/28/19, 02/11/19, 02/27/19,	Monroe, NJ	N/C	Y

		03/08/19, 03/19/19, 03/25/19, 04/03/19, 04/10/19, 04/29/19, or 04/30/19			
E. Ward	Addressing Mental Health in Our Schools	03/12/19 03/13/19	Galloway, NJ	5 ETTC hours	Y
K. Tobiasen	Social Work Conference	04/29/19 04/30/19	Atlantic City, NJ	\$470 CST	Y
E. Ward	Bilingual/ESL/ELs Coordinators Roundtable	05/15/19	Blackwood, NJ	N/C	Y
C. Supp	Jostens' Renaissance National Convention	07/20/19- 07/23/19	Orlando, FL	\$395 Fee \$129 per night room rate plus tax Total-\$782 Admin.	N
M. CarneyRay-Yoder	Jostens' Renaissance National Convention	07/20/19- 07/23/19	Orlando, FL	N/C	N

*\*Registration Fee*

*\*\*Jump Rope/Hoops for Heart Coordinator*

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     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>
A. Sacco	Marzano Training	01/22/19	\$39/hr Title II

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- c. **2017/18SY Annual Audit**-Motion to accept the June 30, 2018 Annual School District Audit and Corrective Action Plan as presented and discussed by Michael Garcia, Certified Public Accountant with Ford, Scott, and Associates, LLC.; and further approve the submission of same to the Atlantic County Office of the New Jersey Department of Education.

J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- d. **Non-Public Entitlements – 2018/19 school year**-Motion to accept the following non-public funding through the NJDOE on behalf of St. Joseph’s Regional School. Appropriation of funding is monitored by Somers Point Administrative staff, following appropriate statute and code for individual initiatives:

	<b>FROM</b>	<b>TO</b>
Non-Public Security Aid:	30,075	60,150

J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- e. **HIBster Anti-Bullying Software**-Motion to approve the purchase of HIBster Anti-Bullying software for the Special Services Department, at a cost of \$945 per year (based on number of students in the district). Program funded by Title IV. Effective July 1, 2019 through June 30, 2020.

J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     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>
Steven Espino	Teacher	BA	Stockton University
Marc Weidlich	Teacher	BA	University of the Arts

**Permanent 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>
Kaleen Kern	Teacher	BA	Stockton University

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- b. **Unpaid Leave of Absence**-Motion to approve the following unpaid leave of absence requests as recommended by Michelle CarneyRay- Yoder, Ed.D., Superintendent of Schools.

<i>Name</i>	<i>Position/School</i>	<i>Date</i>	<i>Reason</i>
Meyde Mendoza	Spanish Teacher/JRS	03/04/19 03/05/19	Personal
Carley Waniak	Music Teacher/DWS	03/04/19 03/05/19 03/06/19 03/17/19 03/18/19	Personal
Sheila Altomare	Instructional Assistant/NYA	03/14/19 03/15/19	Personal
Arlene Frambes	Instructional Assistant/DWS	04/17/19	Personal
Julia Lindsey	Preschool Teacher/NYA	Extend leave 04/29/19-06/20/19	FMLA

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- c. **Resignation/Retirement**-Motion to approve, with regret, the resignation/retirement 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>
Bernadette Baron	Instructional Assistant/JRS	02/04/19	Resigned



Noemi Quinto	Instructional Assistant 2-1/NYA	02/05/19	Resigned
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- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- d. **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>
Hannah Walker	Stockton University	Paige Loveland	Kdg.	DWS

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- e. **Morning Supervision**-Motion to approve *Margie Smock* for morning supervision at a rate of \$30/hr. , when needed, for the 2018/19 school year, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- f. **Revised Hours**-Motion to approve changes in scheduled hours for the following Instructional Assistants to meet IEP compliance for the remainder of the 2018/19 school year:

<i>Name</i>	<i>School</i>	<i>Additional Hours Per Week</i>
Kathleen Renda	Jordan	5 hours
Martel Harper	Jordan	2.5 hours
Nancy Garrett	Jordan	2.25 hours
Jane Berry	Dawes	4.75 hours
Gina Rosa	Dawes	3.25 hours
Bianca Trenard	Dawes	5 hours

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

- g. **Revised Salary**-Motion to approve the revised prorated salary of *Beth Buffa*, instructional assistant to full-time/Step 6, \$21,686, effective February 25, 2019 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

J. Conover       J. DeCicco     C. Laut       S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray       S. Endicott

- h. **Hiring of Instructional Assistant**-Motion to approve the hiring of the following 2:1 Instructional Assistant and prorated salary guide step, effective on or about March 4, 2019 through June 30, 2019, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>School</i>	<i>Salary Guide Step</i>
Kirsten Duffy	New York Ave.	Step 1

J. Conover       J. DeCicco     C. Laut       S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray       S. Endicott

- i. **Substitute Secretary**-Motion to approve *Lynn Barlow* as a substitute secretary district wide at a rate of \$25.97/hr., not to exceed a total of 29.5 hrs per week for the 2018/19 school year, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

J. Conover       J. DeCicco     C. Laut       S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray       S. Endicott

15. **Policies (Second Reading) -**

- P0168 - RECORDING and VIDEOTAPING BOARD MEETINGS
- P0169.02 - BOARD MEMBER USE OF SOCIAL NETWORKS
- P1100.1 - DISTRICT ORGANIZATION
- P1210 - BOARD-SUPERINTENDENT RELATIONS
- P161 - DISCLOSURE AND REVIEW OF APPLICANT'S EMPLOYMENT HISTORY
- P3437 - MILITARY LEAVE
- P4437 - MILITARY LEAVE
- P5350 - STUDENT SUICIDE PREVENTION
- P5512 - HARASSMENT, INTIMIDATION, AND BULLYING
- P5516.01 - STUDENT TRACKING DEVICES
- P5533 - STUDENT SMOKING
- P5561 - USE OF PHYSICAL RESTRAINT AND SECLUSION TECHNIQUES FOR STUDENTS WITH DISABILITIES
- P7425 - LEAD TESTING OF WATER IN SCHOOLS
- P7440 - SCHOOL DISTRICT SECURITY OF SCHOOL PREMISES
- P7441 - ELECTRONIC SURVEILLANCE IN SCHOOL BUILDINGS
- P8130 - SCHOOL ORGANIZATION
- P8462 - REPORTING POTENTIALLY MISSING OR ABUSED CHILDREN
- P9242 - USE OF ELECTRONIC SIGNATURES

J. Conover       J. DeCicco     C. Laut       S. Platt     H. Samuelson

M. Sweeder     N. Wagner     R. Gray     S. Endicott

## 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.

J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     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 January 31, 2019 as presented, pursuant to N. J. A. C. 6A:23A-16.1 (c) 3, and that they certify that as of January 31, 2019 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.

J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     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 January 31, 2019 as presented, pursuant to N.J.A.C. 6A:23A-16.10(c)3, and that they certify that as of January 31, 2019 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.

J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     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 \$ 679,937.02

Capital \$ 139,310.97

Payroll \$ 919,012.07

**Total \$1,738,260.06**

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

**21. Other Matters**

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

**22. Executive Session**

*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:*

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

**23. Reopen to the Public**

*Motion to reopen the meeting to the public. The President of the Board of Education stated that while in Executive Session, the Board had discussed:*

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

**24. Public Forum**

**25. Board Forum**

**26. Adjourn**

- J. Conover     J. DeCicco     C. Laut     S. Platt     H. Samuelson  
 M. Sweeder     N. Wagner     R. Gray     S. Endicott

