

SOMERS POINT BOARD OF EDUCATION
SOMERS POINT, NEW JERSEY

REGULAR BOARD OF EDUCATION MEETING

Wednesday, December 19, 2018

JORDAN ROAD SCHOOL
Executive Session- 4pm
Board Meeting- Immediately
Following

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. **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:

- *Personnel*

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.

5. **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:

- *Personnel*

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

- a. **Appointment of new Board Member**-Motion to approve _____ to fill vacant seat for a one (1) year unexpired term.

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

6. **Oath of Office**

7. **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.

8. **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 8**)
- November 20, 2018

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

9. **Presentation:**

- *Retirement of Karen Broomall for 25 years of service to the Somers Point Board of Education.*
- *Recognizing Jamie Ireland, 8th grade student for her quick response to a medical emergency of another student.*

10. **Communications/Correspondence**

11. **Committee Reports**

- Finance Committee - *Chair, John Conover*
- Negotiations Committee - *Chair, Mike Sweeder*
- Foundation for Education Liaison -*Mike Sweeder*
- City Council Liaison - *Staci Endicott*

12. **Superintendent's Report**

- a. The Board acknowledges the HIB incidents reports (**Exhibit 12a**) for the Somers Point School District from November 12, 2018 through December 13, 2018 in accordance with N.J.A.C. 6A:16-7.1.

- b. Motion to approve acknowledgement of the HIB Reports dated October 11, 2018 through November 12, 2018 according to N. J. A. C. 6A:-7.1.

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

13. Agreements/Applications/Contracts

- a. **Tuition Agreements- 2018/19 school year-Middle Township Public Schools**-Motion to approve the 2018/19 SY Tuition Agreement for out-of-district student attending Middle Township Public Schools for a cost of \$9,788.00.

<i>Grade</i>	<i>School Attending</i>	<i>School Year Tuition</i>
Kindergartener	Middle Township Public Schools (displaced)	\$9,788.00

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

- b. **Maintenance Agreement-2018-2019 SCHOOL YEAR-ENERGY SERVICES LLC**- Motion to approve the maintenance agreement with Energy Services LLC for one inspection of the nine AAON rooftop units at a cost of \$3,875.00

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

14. Curriculum

- a. **Strengthening Families Program**-Motion to approve the *Strengthening Families Program* provided by *Atlantic Prevention Resources* for district Guidance and or member of Administrative team and 10-12 families with children attending Somers Point Schools between the ages of 10 and 14.

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

- b. **Boys Basketball Schedule**- Motion to approve the following Boys Basketball schedule for the 2018/19 school year,

**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
Tuesday, January 8 Boys will play at Stockton University vs. Wildwood at 6:15		
Wed 1/9	Upper Twp.	Somers Point
Mon 1/14	Linwood Full JV game to follow Varsity	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 Full JV game to follow Varsity	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

15. 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>
Somers Point Basketball, D. Foreman/Coach	11/15/18-04/01/19 Wednesdays and Thursdays, excluding	Practice for travel basketball league	N/C

	holidays and weather closings		
E. Melhorn	12/11/18	8th grade dance meeting	N/C
P. Pallitto-CER	12/12/18	Parent Information Meeting for Jr. Play	N/C
D, Kallen Boys Basketball	12/12/18-02/19/19	Basketball practice	N/C
D. Kallen	12/14/18	Stokes Informational Meeting for Parents	N/C
P. Pallitto-CER	12/18/18	Jr. Play Auditions	N/C
Somers Point Street Hockey	01/14/19	Individual and Team Pictures	N/C
P. Pallitto/CER	01/09/19-04/16/19 Wednesdays/Fridays- January Tuesdays/Fridays- February	Play rehearsal	N/c
K. Tucker Learning Forward NJ	01/24/19	LFNJ regional professional development	N/C
Somers Point Arts Commission	02/06/19-03/27/19 Wednesdays in February and March	To present 8 sessions to the public "Writing Poetry Your Way"	N/C
P. Pallitto	05/02/19 & 05/03/19	Dress rehearsal for junior play	N/C

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

16. **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>
D. Lee J. Parker D. Kallen	AtlantiCare Grant workshop	01/09/19			
K. Tucker	NJ Association of Math Supervisors Meeting and Professional Learning	01/29/19	Sewell, NJ	N/C	Y
S. Christopher	Time Saving Strategies to Integrate SLP Interventions into Classrooms	02/04/19	Cherry Hill, NJ	\$259.00	Y
D. McGhee.	NJ Conference for Pre-K Teachers	02/25/19 & 02/26/19	Atlantic City, NJ	\$419.00	Y
M. CarneyRay-Yoder	NJASA TECHSPO	01/31/2019 - 02/01/19	Wildwood, NJ	\$450.00	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>
Melanie Wagner Patty Jensen Kelly Willett	Foundations Training	01/09/19	\$39/hr per teacher for after school workshop

Clay Smith Kim O'Brien Joanne Beagan			attendance
P. Pallitto, D. Pollock K. Tardif, C. Genna, Emily Ford	Best Practices for Middle School Homework 2:45 pm-3:45pm	01/10/19	\$39/hr per teacher for after school workshop attendance
P. Pallitto Dana Pollock Krystal Tardif C. Genna Emily Ford	Standards-Based Grading for Middle School	01/16/19	\$39/hr per teacher for after school workshop attendance

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

- c. **2018/2019 AtlantiCare Healthy Schools Mini Grant**-Motion to submit and accept a 2018/2019 \$800 *AtlantiCare Healthy Schools Mini Grants* awarded to both Dawes Ave. School and Jordan Road School.

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

- d. **2018/2019 AtlantiCare Healthy Schools Mini Grant**-Motion to submit and accept a 2018/2019 \$1500 *AtlantiCare New Edible Garden Grant* awarded to New York Ave. School.

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

- e. **Referee Fees**-Motion to approve the \$78 per game basketball referee fee for the 2018/19 school year. Two referees per game.

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

17. 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>
Joseph Costa	Substitute Teacher	60+ Credits	Rowan University
Larisa Averbakh	Permanent Substitute Teacher	MA	Hebrew Union College
Robert Derbyshire	Permanent Substitute Teacher	BA	Rowan University
Amber Henry	Permanent Substitute Teacher	BA	Stockton University
Michael McGlynn	Permanent Substitute Teacher	BA	Ramapo College of New Jersey

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

b. **Adjustment of Hours**-Motion to approve the increase of daily hours for *Marilyn Barlow* from 5 hours to 7 hours per day at an hourly rate of \$25.97 effective December 11, 2018 through TBD, 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

c. **Revised Schedule “B” Coaching Personnel and Stipend**-Motion to approve the following personnel and stipend for the 2018/19 school year Schedule “B” coach position , effective 09/01/18 through 06/30/18, as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools,

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

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

d. **Salary Increase for Accounts Payable Personnel**-Motion to approve the annual prorated salary increase from \$52,910 to 53,820, for *Kelly Kimak, Accounts Payable Clerk*,

effective January 1, 2019 through June 30, 2019, 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

e. **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>
Courtney Kappock	PT Special Ed, Teacher/DWS	01/29/19-02/14/19	FMLA

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

f. **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>
Kathleen Tenaglia	PT Gifted and Talented Teacher/DWS	11/27/18	resignation

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

g. **Stokes Chaperones-2018/19 School Year**-Motion to approve the following staff members as chaperones for the 2018/19 school year 6th grade class trip to the New Jersey School of Conservation (Stokes Trip), as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

Male	Female	
Laurence Randour Nathan Garza Joseph Schmidt Jonathan Carmona Theodore (Nick) Thompson	Devon Kallen Tiffany Monroe Jen Rowe Darcy Broglin Kim O'Brien	Carley Waniak Joan Timmons Lisa Nauman Erin Albrecht Sue Staiano Katie Tucker

Alternates (in case if a last minute cancelation)	Meyde Mendoza Jennifer Boyce
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- K. Broomall J. Conover J. Panas M. Sweeder
- N. Wagner A. Zappile S. Endicott

h. **Hiring of Part-time 10 month School Secretary**-Motion to approve Jacquelyn Hodges as a 10 month part-time secretary at the annual prorated salary of \$14,312, effective January 2, 2019 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

i. **Hiring of Part- Time Instructional Assistant**- Motion to approve *Bernadette Baron* as a part-time instructional assistant at a prorated salary of \$16,478, effective January 2, 2019 through June 30, 2019, 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

j. **Hiring of Full- Time Instructional Assistant**- Motion to approve *Elizabeth Buffa* as a full-time instructional assistant at a prorated salary of \$24,099 with benefits, effective January 2, 2019 through June 30, 2019, 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

k. **Hiring of Full-time Multiply Disabled Self Contained Special Education Teacher**-Motion to approve the hiring of Karlie Gruccio as a full-time multiply disabled self-contained special education teacher at an annual prorated salary of \$48,662, BA Step 2-3, with benefits, effective January 2, 2019 through June 30, 2019, 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

l. **Hiring of a Full-time Special Education Inclusion Teacher**-Motion to approve the hiring of *Courtney Kappock* as a full-time special education inclusion teacher at an annual prorated salary of \$49,862, BA+15 step 2-3, with benefits, effective February 14, 2019

through June 30, 2019, 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

- m. ***Hiring of Part-time Gifted and Talented Teacher***-Motion to approve *Ariana Sacco* as a part-time gifted and talented teacher at an annual prorated salary of \$31,873, BA Step 1, effective January 2, 2019 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

- n. ***Homebound Instruction***-Motion to approve the certified staff members as homebound instructors for the 2018/19 school year , as needed, at a rate of \$43/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

- o. ***Hiring of Part-time Instructional Assistant***-Motion to approve *Laura Brown* as a part-time instructional assistant at an annual prorated salary of \$16,478, Step 1, effective January 2, 2019 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

- p. ***Hiring of Part-time Instructional Assistant***-Motion to approve *Michelle Spica* as a part-time instructional assistant at an annual prorated salary of \$16,678, Step 2, effective January 2, 2019 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

18. **Policies (First 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

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

19. Professional Services

- a. ***Proposal for Professional Services for a Utilization and Capacity Study-FVHD Architects***-Motion to approve FVHD Architects to complete a utilization study for the Somers Point School District at a cost of \$4,900.00.

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

20. Transfer of Funds/Cash Report

- a. Recommend that the Somers Point Board of Education approve the Adjustments for the 2018/19 Budget (**Exhibit 20a**) 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 20b**) as presented and made a part of these minutes.

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

21. Secretary's Financial Report

- a. Recommend that the Somers Point Board of Education approve the (**Exhibit 21a**) Report of the Secretary for the month ending November 30, 2018 as presented, pursuant to N. J. A. C. 6A:23A-16.1 (c) 3, and that they certify that as of November 30, 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

22. Treasurer's Financial Report

- a. Recommend that the Somers Point Board of Education approve the **(Exhibit 22a)** Treasurer's Report for the month ending November 30, 2018 as presented, pursuant to N.J.A.C. 6A:23A-16.10(c)3, and that they certify that as of November 30, 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

23. Bills List

- a. Recommend that the Somers Point Board of Education approve the **(Exhibit 23a)** Bills List as presented and made part of these minutes.

General Bills

General	\$ 1,210,150.23
Capital Projects	\$ 23,695.00
Payroll	\$ 1,379,812.45
Total	\$ 2,614,257.68

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

24. Other Matters

25. Public Forum

26. Board Forum

27. Adjourn

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

