

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

**MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING  
February 25, 2021**

Staci Endicott, President, called the Somers Point Board of Education Meeting to order at 6:02 P.M. as a remote/virtual meeting, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., and as amended by P.L.2020, c. 11.

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 and as amended by P.L. 2020, c.11.

Mrs. Laut led the Board of Education and the members of the public present in the salute to the flag.

MEMBERS PRESENT: Stacie Brookbank, John Conover, Jenna DeCicco (Arrived in Executive Session at 6:07pm), Kathleen Dolton, Heather Samuelson, Mike Sweeder (Arrived at 6:12pm), Courtney Laut, Staci Endicott

MEMBERS ABSENT: Dr. Alice Myers

OTHERS PRESENT: Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools  
Michele D. Roemer, Ed.D., Interim School Business  
Administrator Board Secretary  
Lou Greco, School Solicitor (arrived at 6:50pm)

**Executive Session**

Motion made by Mrs. Laut, second by Mrs. Samuleson that at 6:04pm:

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 and Contractual Matters.

**Motion Carried, All in Favor 8-0.**

Action May be taken at the conclusion of the executive session.

**Reopen to the Public**

Motion made by Mr. Conover, second by Dr. Dolton that at 6:17pm the meeting reopened to the public.

- Ms. Endicott stated that while in Executive Session, the Board of Education had discussed:
  - Personnel & Contractual Matters

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**Motion Carried, All in Favor 8-0.**

**Approval of Minutes**

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

- January 21, 2021 - Regular Meeting
- January 21, 2021 - Executive Session Meeting
- January 28, 2021 – Budget Meeting
- January 28, 2021 – Executive Session

**Motion carried unanimously on roll call vote. 8-0**

**Public Forum** - *Agenda Items Only*

Meeting was opened to the public at 6:17 P.M.

- Danielle Mckelvey expressed concerns when students will be returning to school full time.
- Mrs. Olser expressed concerns when students will be returning to school full time.

Public Forum was closed to the public at 6:26P.M.

**Presentations**

***A. SCHOOL SPOTLIGHT-Jordan Road***

Presentation by Kristen Trusty- Self Contained Teacher at Jordan Road

**Communications – Superintendent Report**

Motion was made by Mrs. Samuelson, second by Mrs. DeCicco to approve items A-C. **Motion carried unanimously on roll call vote 8-0.**

***A. HIB Reporting***

Affirm there were no HIB incidents reported for the Somers Point School District from January 22, 2021 through February 24, 2021 in accordance with N.J.A.C. 6A:16-7.1.

***B. Affirm HIB Incidents***

There were no HIB incidents reported for the Somers Point School District from December 12, 2020 through January 21, 2021 in accordance with N.J.A.C. 6A:16-7.1.

***C. Enrollment Report***

Somers Point School District Enrollment Report of 798 as of February 25, 2021.

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**D. Parent Survey/Increasing In-Person Instruction**

Dr. Cry's Presentation- Reopening Plan available on website.

(Lou Greco Arrived at 6:50pm)

Motion by Mrs. Samuelson , second by Mrs. DeCicco to approve item E. **Motion carried unanimously on roll call vote 7-0-1 ( Mr. Sweeder Abstention)**

**E. Professional Development Virtual Program- Phil Boyte**

Bouncing Forward funded by Title II Grant - Reallocated Funds scheduled for May 12, 2021, at a cost of \$2500.00.

**Communications-Correspondence**

Motion by Mrs. Samuelson, second by Mrs. Laut to approve item A. **Motion carried unanimously on roll call vote 8-0.**

A. Principals Report

**Board Committees**

- **Student and Community Affairs – Chair – Courtney Laut**
  - A. Spring Sports
  - B. Reopening Timeline
  - C. Communications with Families
  - D. Family Survey Results
  - E. Rebranding-Fall 2021 Launch
  - F. Personnel
  - G. Business Administrator as of July 1, 2021
  
- **Instruction Committee – Chair – Heather Samuelson**
  - A. Plan for return to in person Instruction
  - B. Ocean City Transition Back-Our Research
  
- **Finance / Negotiations Committee – Chair – Michael Sweeder**
  - A. Jordan Road Chiller Update
  - B. Budget
  - C. Business Administrator- Plan moving forward as of July 1, 2021
  - D. Supervisor of Pupil Personal Services/Elementary Principal
  - E. Non-Public services being provided by MOESC for the 2021-2022 SY
  - F. RFP's for professional services and EUS

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- Negotiations:
  - No report at this time
  
- **Policy Committee**
  - *No Report*
  
- **Foundation for Education Liaison – Michael Sweeder**
  - A. Attended a meeting on February 24, 2021. Discussed going forward with fundraising
  
- **City Council Liaison – Staci Endicott**
  - A. Met with Council Members/New Council Members
  - B. Mrs. Brookbank asked if anything was being done with the Sidewalks Safe Corridor-Route 9. Is that a city, county or state project.

**Agreements/Applications/Contracts**

Motion by Mrs. Samuelson, second by Mrs. DeCicco to approve the following agenda item A-C.  
**Motion carried unanimously on roll call vote. 8-0.**

**A. QSAC**

Approve the request for NJQSAC comprehensive review postponement to the 2021-2022 school year.

**B. Request for Proposals for the 2021-2022 School Year for Professional Services**

Motion that the Somers Point Board of Education authorizes the business office to prepare and advertise Request for Proposals for the following Professional Services for the 2021-2022 school year:

- Architect
- Solicitor
- Physical Therapist
- Behavior Analyst

**C. Request for proposals for the 2021-2022 School Year for Extraordinary Unspecifiable Service- Insurance Broker**

Motion that the Somers Point Board of Education authorizes the business office to prepare and advertise Request for Proposals for the following Extraordinary Unspecifiable Service for the 2021-2022 school year:  
Insurance Broker

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**Curriculum**

Motion was made by Mrs. Samuelson, second by Mrs. Laut to approve the following agenda item A. **Motions carried unanimously on roll call vote. 8-0.**

***A. THE ADDAMS FAMILY***

Approve the play production of THE ADDAMS FAMILY-IN CONCERT, for students in Grades 4-8.

PHILIP PALLITTO - Director at a stipend of \$2,430

ROBIN WOLF-SMITH - Assistant Director/Choreographer at a stipend of \$1,000 (prorated)

**\*\*Note:** Due to COVID, the amount of staff needed for this production is minimal, to ensure proper capacity limits, etc. There is no Music Director or Production Assistant for this production only, however, these positions are essential to the success of the overall production.

Final performance will take place on Saturday, June 5th. Depending on Executive Orders and Covid Numbers, performance will either be filmed/streamed or an outdoor performance in the community. Planning will occur for both. All CDC and District Protocols will be in place. Masks will be required of all students and staff.

**Facilities**

**Motion by Mrs. Heather Samuelson, second by Mrs. DeCicco to approve the following agenda item A. Motion carried unanimously on roll call vote. 8-0.**

***A. Capital Projects Update***

Chiller – we have approved the chiller and are awaiting the timing of the delivery. All is good. We will set up a meeting to discuss the installation closer to the time of the delivery.

Roof – Bad news - the snow has delayed the roof cores. Good news, that is being scheduled tomorrow (Wednesday, February 23, 2021). The roof cores allow us to understand the existing thickness of the roof. We need this to complete our demolition drawings. All other work is complete, and the specification is 95% complete. We are hopeful that we will get the information from the roof cores by the end of the week. We will complete our drawings by the middle of next week and get you an advertisement for bid about the same time. We would be looking to accept bids either right before the spring break (April 1) , and award on April 15.

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WILLIAM D. (TED) HOPKINS III, AIA, LEED AP  
Principal | Vice-President | x206  
FVHD Architects-Planners

**Finance**

Motion by Mrs. Samuelson, second by Dr. Dolton to approve the following agenda items A and B. **Motions carried unanimously on roll call vote. 8-0.**

**A. Out of District Professional Development**

Approve Katelyn Tobiasen to attend a virtual two (2) day conference for the NASW-NJ at a cost of \$450.00.

**B. ACCASBO Joint Insurance Fund Financial and Safety Incentive Award**

District has been awarded two grants through the ACCASBOJIF. The first one is a Financial Award for having 5 years of Loss Ratio less than 50%. The second award is a safety incentive award at the Elite II (highest level) in the amount of \$2,500. The Safety Committee, which in the past was run by Mrs. Debbie Skwicz, has been turned over to Walter Wroniak. The committee has held its first meeting and has seconded another one in March. The \$4000 is monies that the committee will use to purchase smaller safety items. The committee will discuss and make recommendations at their March meeting.

CONGRATULATIONS SAFETY COMMITTEE AND MRS. DEBBIE SKWICZ FOR ALL THEIR ATTENTION TO SAFETY ISSUES IN THE DISTRICT!

**Personnel**

Motion by Mrs. Laut, second by Mrs. Samuelson to approve items A-F. **Motions carried unanimously on roll call vote 8-0. Item G 7-0-1 (Mr. Sweeder abstention)**

***A. Correction to Rate- Donna Stranwitz Ganter***

To correct per diem rate for Donna Strandwitz Ganter as Long Term Substitute from \$170 to \$200 per Board of Education established rates.

***B. Long Term Substitute -Jordan Road School***

Approve Lynne Kerstetter as the long-term substitute (\$200/day) for 4th Grade Math and ELA to cover a maternity leave expected from March 15, 2021 to June 1, 2021. The placement dates may be subject to change based on extenuating circumstances.

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***C. Peter Brophy Kelly Substitute-Jordan Road School***

Approve Peter Brophy as a long term substitute at a rate of \$200/day until February 5 and a permanent substitute at a rate of \$170/day placement at Jordan Road School through Kelly Services.

***D. Retirement***

Approve the retirement of Maripat Perone - Special Education teacher at Dawes Avenue School, as of June 30, 2021, as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

***E. Leave of Absence- FFCRA/FMLA***

Approve Employee number 5407 for an FFCRA/FMLA Leave of Absence effective January 22, 2021 - February 02, 2021 as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

***F. Homebound Instruction***

Approve Paige Loveland for homebound instruction of a Kindergarten student (14683481), as needed at a rate of \$43/hr, as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

***G. Personnel Advertisements***

Authorize the Superintendent to advertise for the following positions for the 2021-2022 school year:

Facilities Director  
Payroll/Bookkeeper

**Policies – No Items**

**Professional Services – No Items**

**Transfer of Funds**

***Monthly Transfers***

Motion by Mrs. DeCicco, second by Mrs. Samuelson to approve the Adjustments for the Budget as presented and made part of these minutes. **Motion carried unanimously on roll call vote 8-0**

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	ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT	
TO	11-000-216-320-00-0000-060	STDT SRVC PT/OT/OTHER	5000	-
FROM	11-000-216-101-00-0000-000	SPEECH - SAL TEACHING	-	5000
-	-	-	-	-
TO	11-000-261-610-00-0000	MNCTE - SUPPLIES & MTLs	3000	
FROM	11-000-261-110-00-0000	SALARIES-MNCTE		3000
TO	11-120-100-101-00-0000-055	INSTRUCT - SAL TCH 1-5	14478.1	
FROM	11-110-100-101-00-0000-050			14478.1
TO	11-213-100-101-00-0000-055	SALARIES RES RM JRS	93	
TO	11-212-100-101-00-0000-055	SALARIES MULT DIS	0.46	
FROM	11-212-100-106-00-0000-050	OTHER SAL MULT DIS		93.46
TO	20-502-100-101-00-0000-000	CHAPTER 192 SALARIES	2283.06	
FROM	20-502-100-610-00-0000-000	CHAPTER 192 SUPPLIES		2283.06
TO	30-000-400-334-01-0000	ARCHITECT/ENGINEER JRS	4767.85	
TO	30-000-400-450-01-0000	CONSTRUCTION SVS JRS	120689.9	
FROM	30-000-400-331-01-0000	LEGAL/ BOND SERVICES		6322.39
FROM	30-000-400-331-02-0000	LEGAL/ BOND SERVICES		5267.44
FROM	30-000-400-331-03-0000	LEGAL/ BOND SERVICES		17.58
FROM	30-000-400-391-01-0000	OTHER PURC PROF/TECH		20954
FROM	30-000-400-391-02-0000	OTHER PURC PROF/TECH		60000
FROM	30-000-400-391-03-0000	OTHER PURC PROF/TECH		5000
FROM	30-000-400-800-01-0000	CONTINGENCY		6960.2
FROM	30-000-400-800-02-0000	CONTINGENCY		20936.1
TO	20-218-100-101	SALARIES - TEACHERS	50325	
TO	20-218-100-106	SALARIES - AIDES	23411	
TO	20-218-200-104	SAL OTHER PROFESSIONAL	24247	
TO	20-218-200-200	PERSONNEL BENEFITS	33244	
TO	20-218-200-110	OTHER SALARIES	56467	
FROM	20-218-200-325	PURCHASED ED SERV		187694

**Cash Report**

Motion was made by Mrs. DeCicco, second by Mrs. Samuelson to approve the Cash Report for the month of January 2021. **Motion carried unanimously on roll call vote 8-0.**

**Secretary's Financial Report**



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Motion was made by Mrs. DeCicco second by Mrs. Samuelson to approve the Report of the Secretary for the month ending January 2021, as presented, pursuant to N. J. A. C. 6A:23A-16.1 (c) 3, and that they certify that as of January 31, 2021, 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. 8-0.**

**Treasurer's Financial Report**

Motion was made by Mrs. DeCicco second by Mrs. Samuelson to approve the Treasurer's Report for the month ending January 2021, as presented, pursuant to N.J.A.C. 6A:23A-16.10(c), and that they certify that as of January 31, 2021, after review of the Treasurer's Monthly 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 8-0.**

**Bill List**

Motion was made by Mrs. Samuelson, second by Dr. Dolton that the Somers Point Board of Education approve the Bills List as presented and made part of these minutes.

General - \$597,927.71  
Capital - \$625.00  
Payroll - \$876,546.52  
TOTAL - \$1,475,099.23

**Motion carried unanimously on roll call vote. 8-0.**

**Public Comment – Non Agenda Items**

Motion by Mrs. Endicott to open the meeting to the public at 8:17pm.

No public comment

President Endicott closed the public comment portion of the meeting at 8:20pm.

**Board Forum**

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- Mr. Sweeder stated the tremendous amount of work and pressure that the Superintendent and other administrators receive on how everything should be run and he praised them from all that they have been doing.
- Mrs. Endicott thanked Mrs. Perone for her service and wished her good luck!
- Dr. Dolton commented on the County BOE Meeting and provided the following agenda items:
  - Steam tank challenge will be virtual
  - Governor talked about going back to school and what it will look like. NJ SBOE made recommendations on his budget
  - NJ SBOE website has taken a lot of hits
  - Legislation: John Burns discussed many of the bills making their way through the legislative process. Government classes required in high School, discipline policies, HIB law “Mallory’s Law.” Decrease substitute shortage by decreasing credits to 30. Deferring QSAC going through the channels
  - Larry Pinto discussed topics-Pandemic fatigue, failure rates, discussed SEL Virtually. The fix returning 5 days a week for at risk students. Call students when no show, use Go Guardian or Alello to promote participation. Student wrote a memoir call The Class of Covid-19. Students at home are caretakers of grandparents and younger siblings while parents are working.

**Executive Session**

Motion made by Mrs. Samuelson, second by Mrs. DeCicco that at 8:30pm:

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 and Contractual Matters.

**Motion carried unanimously on roll call vote 8-0.**

**Re-Open to Public**

- Mrs. Endicott reopened the meeting at 9:30pm. Mrs. Endicott stated that while in Executive Session, the Board of Education had discussed:
  - Personnel & Contractual Matters

**Motion carried unanimously on roll call vote 8-0.**

**Adjournment**

Motion was made by Mrs. DeCicco, second by Dr. Myers that at 9:30pm there being no further business to present the Somers Point Board of Education meeting be adjourned. **Motion carried unanimously. 8-0.**

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Respectfully submitted,

Michele D. Roemer, Ed.D.  
Interim Business Administrator/Board Secretary