

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

**MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING
DECEMBER 17, 2020**

Staci Endicott, President, called the Somers Point Board of Education Meeting to order at 6:04 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.

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

MEMBERS PRESENT: John Conover, Jenna DeCicco, Kathleen Dolton, Alice Myers (arrived at 6:45pm), Heather Samuelson, Mike Sweeder, Courtney Laut, Staci Endicott

MEMBERS ABSENT: None

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

Approval of Minutes

Motion was made by Mrs. DeCicco, 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:

November 19, 2020 - Regular Meeting

November 19, 2020 - Executive Session Meeting

Motion carried unanimously on roll call vote. 7-0

Public Forum - *Agenda Items Only*

Meeting was opened to the public at 6:07 P.M.

- No comments

Public Forum was closed to the public at 6:10P.M.

Presentations

1. STAFF RECOGNITION

2020 New Jersey Exemplary Educator - Julia Lindsay-New York Avenue School

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Board of Education Recognition - Recognition of Mr. John Conover and his 6 years of service to the Somers Point Board of Education

Communications – Superintendent Report

HIB Reporting

Motion was made by Mrs. Dalton, second by Mrs. Laut to affirm there were no HIB incidents reported for the Somers Point School District from October 8, 2020 through November 12, 2020 in accordance with N.J.A.C. 6A:16-7.1. Motion carried unanimously on roll call vote. 7-0

Motion was made by Mrs. Dalton, second by Mrs. Laut to acknowledge there were no HIB incidents reported for the Somers Point School District from November 13, 2020 through December 11, 2020 in accordance with N.J.A.C. 6A:16-7.1. Motion carried unanimously on roll call vote. 7-0.

Enrollment Report

Somers Point School District Enrollment Report of 807 as of December 7, 2020.

Safety Grant-JIF

We have been notified by ACCABOJIF that we qualified for the Elite II Safety Grant which is worth \$4,000. Mrs. Skwisz, along with the safety committee members, continued to work as a team to ensure that the safety issues were being addressed even though the schools were closed from March 16 till the end of the school year.

Congratulations to Mrs. Skwisz for her dedication to the Somers Point School District's safety awareness!

Communications-Correspondence

Nutri-Serve Update-Free Meals for students under 18

A flyer has been produced by Nutri-Serve to announce that the Federal Government has extended the ability for school districts to provide breakfasts and lunches free to all students 18 years of age and under, regardless of meal status (free, reduced, paid).

Somers Point School District provides meal pickup on Thursday evenings from 4-7pm at both Dawes Avenue and Jordan Road Schools. Each package contains 5 breakfasts and 5 lunches. A parent or child may pick up the packets for as many students who reside within the household.

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In addition, the district will be hand-delivering 10 days' worth of meals (breakfast and lunch) to each child on Tuesday December 22, 2020. Families are being notified by voice broadcast, posting on the webpage and face book. The district wanted to make sure that families had food over the winter break. We will resume our normal Pick up dates as of January 5, 2021.

Election Results:

Election Results for the board of Education Members beginning January 1, 2021, as certified by the Atlantic County Clerk's office:

Kathleen Dolton- 3,620
Michael Sweeder- 3,468
Stacie L. Brookbank- 32 (write-in Candidate)

John Conover- 7 (write-in votes)
Shanisha Watson- 3 (write-in votes)

Communications – Committee Reports

- **Student and Community Affairs – Chair – Courtney Laut**
 - A. New Business- School Play Proposal
 - B. Old Business- Sports and Activities Proposal

- **Instruction Committee – Chair – Heather Samuelson**
 - A. Temporary Report Card Changes
 - B. Update on Virtual Learning
 - C. Exemplary Educator 2020

- **Finance / Negotiations Committee – Chair – Michael Sweeder**
 - A. IEP DIRECT TRANSITION
 - B. Jordan Road Chiller Update
 - C. Audit
 - D. Budget

- Negotiations:
 - No report at this time

- **Policy Committee – Chair**
 - *No Report*

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- **Foundation for Education Liaison – Michael Sweeder**
 - A. Mr Sweeder stated that the Foundation held a Virtual Vendor Fair held on November 28, 2020

- **City Council Liaison – Staci Endicott**
 - *No Report*

Agreements/Applications/Contracts

Motion by Mrs. Samuelson, second by Dr. Dolton to approve the following agenda items A-C. Motions carried unanimously for all items on roll call vote. 7-0.

A. Reorganization Meeting Date

Advertise the Reorganization meeting of the Somers Point Board of Education for Thursday, January 7, 2021 at 6:00pm as follows:

The Somers Point Board of Education, the County of Atlantic, announces that in view of the Covid-19 pandemic and social distancing practices, the Reorganization Meeting scheduled for January 7, 2021 at 6:00pm, will be held as a combined in-person/remote (virtual) meeting at the Jordan Road School, 129 Jordan Road, Somers Point, 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.

Members of the public who wish to participate virtually in the public comment portion(s) of the meeting will find directions on the district's website at www.sptsd.org two (2) hours prior to the start of the meeting. The link to the live stream of the Board Meeting will also be located on the district's website.

Formal Action will take place.

B. FRONTLINNE IEP SOFTWARE

Approve a 4 year contract with Frontline Education for IEP and 504 data base software for Special Services effective December 18, 2020 through June 30, 2024 in the following amounts:

Year 1 \$17,852.46 12/18/2020 – 6/30/2021
Year 2 \$14,625.00 7/1/2021 – 6/30/2022
Year 3 \$15, 356.25 7/1/2022 – 6/30/2023
Year 4 \$ 16,124.07 7/1/2023 – 6/30/2024

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C. QSAC Self Assessment

The Atlantic County Office has told the Somers Point School District to hold off on submission of the documents due to Assembly Bill below. The vote would be IF QSAC occurs.

A-4975 (2R)
Chiaravalloti
(pending
referral) Provides for postponement of New Jersey Quality Single Accountability
Continuum review for certain school districts.

Curriculum

Motion was made by Mrs. Laut, second by Mrs. DeCicco to approve the following agenda items A-D. Motions carried unanimously on roll call vote. 7-0.

A. Resumption of 20-21 Student Activities

Approve the 2020-2021 proposal for the resumption of Activities (virtual or in-person as deemed appropriate) in the Somers Point School District. Individual activities will be approved on a case by case basis in accordance with all State of New Jersey Executive Orders and District Level Decisions. It is understood in this approval that if the activity does not take place there is no payment of the stipend. The Athletic Director will oversee activities for the 20-21 school year.

B. Resumption of 20-21 School Sports

Approve the 2020-2021 proposal for the resumption of Athletics (in-person only, as deemed appropriate) in the Somers Point School District. Individual athletics will be approved on a case by case basis in accordance with all State of New Jersey Executive Orders and District Level Decisions. It is understood in this approval that if the activity does not take place there is no payment of the stipend.

C. Absorption of Somers Point Theater program previously help by the CER Department

Approve the absorption of the theater department, previously managed by the CER Department, as of December 18, 2020. It is understood that the stipend positions need to be negotiated between the Somers Point Board of Education Negotiations Committee and the Somers Point Education Association as a sidebar agreement. Future performances will need to be preapproved before productions can begin.

D. Instructional Coaching Institute

Approve the following teachers' participation in the Instructional Coaching Institute an intensive, virtual training for those serving in the role of instructional coach facilitated by Jim Knight, the leading expert on effective instructional coaching, at a fee of \$1995 per staff member.

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Phil Pallitto
Tiffany Unsworth
Emily Ford

Facilities – No Items

Finance

**Motion by Mrs. Samuelson, second by Mrs. DeCicco to approve the following agenda items
A-D. Motions carried unanimously on roll call vote. 7-0.**

A. Out of District Professional Development:

Approve the out-of -district professional development travel and mileage expenses as recommended by Michelle CarneyRay-Yoder, Ed.,D. Superintendent of Schools.

Suzanne Christopher - Virtual Speech Workshop- January 22, 2021
Cost of \$279.00 - no mileage.

B. Disposal Fixed Asset - Desk Secretary to Superintendent Office

Approve the disposal of fixed asset #03007 desk Secretary to Superintendent Office.

C. Additional funding through CARES Act Under ESSER

Accept the additional funds per the CARES Act - Elementary and Secondary School Emergency Relief (ESSER) in the amount of \$20,095 for additional teaching supplies and materials for the 20-21 school year.

D. Excess Surplus

Approve the deposit of an additional amount to the June approval of up to \$500,000 into capital reserve, which would cover the full amount of replacing the roof at Dawes Avenue School and an additional \$250,000 into maintenance reserve, to continue the removal of the asbestos tiles at Jordan Road School and replace with new tiling at the recommendation of Michelle CarneyRay-Yoder, Superintendent of Schools.

Policies

Second Reading

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Motion by Dr. Dolton, second by Dr. Myers to approve the second reading of the following policies as recommended by the Superintendent of Schools, Dr. Michelle CarneyRay-Yoder. Motion carried unanimously on roll call vote. 8-0

2431.3 New - Heat Participation for Student Athlete Safety
8561 Revised - Procurement Procedures for School Nutrition Program
8420 Revised - Emergency and Crisis Situations
8320 Revised - Personnel Records
7510 Revised - Use of School Facilities
7450 Revised - Property Inventory
7440 Revised - School District Security
6470.01 New - Electronic Funds Transfer and Claimant Certification
6440 Revised - Cooperative Purchasing
5620 Revised - Expulsion
5610 Revised - Suspension
5330.05 New - Seizure Action Plan
5330.04 Revised - Administering an Opioid Antidote
5320 Revised - Immunization
5200 Revised - Attendance
5111 Revised - Eligibility of Resident Non-Resident Students
2622 Revised - Student Assessment
2464 Revised - Gifted and Talented Students
2451 Revised - Adult High School
1620 Revised - (1) Administrative Employment Contracts
2431 Revised - Athletic Competition
2270 Revised - Religion in Schools
1649 New - Federal Families First Coronavirus (Covid-19) Response Act
1648.03 New - Restart and Recovery Plan Full Time Remote Instruction
1648.02 New - Remote Learning Options for Families
1648 Revised - Restart and Recovery Plan

Personnel

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

A. Change of Salary – Danielle Naoum – Long Term Substitute

Approve the change in salary for Danielle Naoum, long term substitute from \$200/per day to Step 1 BA (50,325) prorated effective December 1, 2020 as recommended by Michele CarneyRay-Yoder, Ed.D., Superintendent of Schools.

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B. Hiring of Preschool Teacher – Danielle Naoum Pre-School Teacher (replacing retirement of Jane Leonardo)

Approve Danielle Naoum as a pre-school teacher, replacing Jane Leonardo, for the 2020-2021 school year, effective January 04, 2021 through June 30, 2021 on step 1 - BA at a salary of \$50,325 pro-rated as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

C. 2021 NJTESOL/NJBE Virtual Spring Conference - Professional Development

Approve the following teachers to attend the NJTESOL/NJBE Virtual Spring Conference on May 25, 26, and 27, 2021 at a total cost of \$897.00 to be paid through Title III funds.

Kim O'Brien
Kristie Unsworth
Meghan Wiemer

D. ESL Tutoring Positions

Approve the following teachers for ESL tutoring positions at a total cost of \$2,652.00 to be paid through Title III funds.

E. Employee #5627 Extension Leave of Absence

Approve extension of leave to absence without pay for employee #5627 with a return date of April 01, 2021 at the recommendation of Michelle CarneyRay-Yoder, ED. D., Superintendent of Schools.

F. Employee #5354 return to work

Approve the return of employee # 5354 from leave of absence effective December 07, 2020 at the recommendation of Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

G. Leave of Absences - FFCRA/FMLA

Motion by Mrs. Samuelson, second by Mrs. Laut motion to approve:

Employee #5215 for an FFCRA/FMLA Leave of Absences effective 12/4/2020 through 12/18/2020

Employee #5863 for an FFCRA/FMLA Leave of Absences effective 11/23/2020 through 12/04/2020

Employee #5284 for an FFCRA/FMLA Leave of Absences effective 12/11/2020 through 12/25/2020

Employee #5732 for an FFCRA/FMLA Leave of Absences effective 12/11/2020 through 12/25/2020

Employee #5880 for an FFCRA/FMLA Leave of Absences effective 12/14/2020 through 12/28/2020

as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

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H. Unpaid Leave of Absences Employee #5863

Approve an unpaid leave of absence for Employee #5863 for 11/4/2020 as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

I. Correction to Salary-T.Loder

Approve correction to Tina Loder Salary, Business Office PT Secretary, effective November 30, 2020 to \$30,372 (pro-rated) as recommended by Michelle CarneyRay-Yoder, Superintendent of Schools

J. CP2 (100-Hour placement) Teaching Placement

Approve the following Stockton student for student teaching for the Spring 2021 semester. All students will operate in a virtual environment as per verbal agreement with Stockton.

Name- Zubayeth Syed
Teacher - Julie Parker
School - New York Avenue
Dates - 01/19/21 - 04/30/21

Name - Taylor Fussner & Emma Klein
Teacher - Stacy McGloin/Tom Taylor
School - Dawes Avenue
Dates - 01/19/21 - 04/30/21

K. Student Teaching Placement Spring 2021

Approve the following Stockton students for student teaching for the Spring 2021 semester. All students will operate in a virtual environment as per verbal agreement with Stockton.

Name	Cooperating Teacher/School	Grade	Dates
Erin Gorman	Brenda Bullard/JRS	4th	01/04/21 - 05/07/21
Kirsten Warnig	Casey Edge/JRS	6th	01/19/21 - 04/30/21
Michele Germana	Phil Pallitto/JRS	5th/6th	01/19/21 - 04/30/21
Shannon Bennett	Phil Pallitto/JRS	5th/6th	01/19/21 - 04/30/21
Victoria Bushman	Nicole Medvedik-DiGiacomo	2nd	01/04/21 - 05/07/21

L. Student Teaching Placement Fall 2021

Approve the following Stockton Students for the student teaching fall 2021 semester. All students will operate in a Virtual environment as per verbal agreement with Stockton.

Student-Zubayeth Syed
Teacher - Julie Parker
School - New York Avenue
Dates- 09/01/21 - 12/17/21

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Student - Taylor Fussner
Teacher - Stacy McGloin/Tom Taylor
School - Dawes Avenue
Dates - 09/01/21 - 12/17/21

Student - Emma Klein
Teacher - Nicole Medvedik-DiGiacomo
School - Dawes Avenue
Dates - 09/01/21 - 12/17/21

M. Resignation

Approve the resignation of Annemarie Wagner-Fehn, Supervisor of Special Education with an effective date of February 14, 2021, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

Transfer of Funds

Monthly Transfers

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

ACCOUNT Name	ACCOUNT NUMBER	AMOUNT	
TO	HEALTH SRVS SALARY	11-000-213-104-00-0000-060	2798.66
FROM	ATTENDANCE SALARY	11-000-211-110-00-0000-055	2798.66
TO	RESRM - SUB TEACHING	11-213-100-101-00-A000-	1600
FROM	OTHER SAL MULT DIS	11-212-100-106-00-0000-	1600
TO	COMMUNICATION	11-000-230-530	1644.15
TO	SUPPLIES	11-000-230-600	819.99
FROM	PROF.SERV.-CONSU	11-000-230-339	2464.14
TO	ARCHITECT SRVE	11-000-230-334	2500
FROM	BOE EXPENSES	11-000-230-585	2500
TO	SECURITY - MNTCE	11-000-266-420-00-0000	1187.1
	TRAVEL - ALL OTHER	11-000-266-580-00-0001	178.35
FROM	SERCURITY- SUPPLIES & MT	11-000-266-610-00-0000	1365.45
TO	MAINT-SUPPLIES	11-000-261-610-00-0000	2000
FROM	MNCTE- FIXED COST	11-000-261-890	

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Cash Report

Motion was made by Dr. Myers second by Mrs. DeCicco to approve the Cash Report for the month of November, 2020. Motion carried unanimously on roll call vote 8-0.

Secretary's Financial Report

Motion was made by Dr. Myers second by Mrs. DeCicco to approve the Report of the Secretary for the month ending November Motion to approve the Report of the Secretary for the month ending November 30, 2020 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 Dr. Myers second by Mrs. DeCicco to approve the Treasurer's Report for the month ending November 30, 2020, as presented, pursuant to N.J.A.C. 6A:23A-16.10(c), and that they certify that as of November 30, 2020, 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.**

Bills 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 - \$ 926,339.56
Capital - \$ 0
Payroll - \$ 900,227.08
TOTAL - \$ 1,826,566.64

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

Board Forum

- Dr. Myers- Pleasure working with the board. Happy Holidays to everyone.
- Mrs. Endicott wished everyone happy holidays.

Executive Session

Motion was made by Mrs. Samuelson, second by Mrs. DeCicco that at 6:47 P.M that the following resolution be adopted

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- 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 & Contractual
- 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.

•

Note: Mr. Conover left the meeting

Re-Open to Public

- Motion was made at 8:27 P.M that the meeting be reopened to the public. Ms. Endicott stated that while in Executive Session, the Board of Education had discussed:
 - Personnel & Contractual Matters

Motion carried unanimously on roll call vote 7-0.

Public Comment – Non Agenda Items

Motion by Mrs. Endicott to open the meeting to the public at 8:28pm.

No public comment

President Endicott closed the public comment portion of the meeting at 8:30.

Adjournment

Motion was made by Mrs. Samuelson, second by Mrs. DeCicco that at 8:30 PM there being no further business to present the Somers Point Board of Education meeting be adjourned. Motion carried unanimously. 7-0.

Respectfully submitted,

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