

March 18, 2021 - Board of Education Meeting (Thursday, March 18, 2021)

Generated by Tina Loder on Monday, March 22, 2021

1. Opening of the Meeting Time at **6:04pm**

Procedural: A. Call to Order

Procedural: B. Flag Salute was led by **John Conover**

Procedural: C. Roll Call

Members Present: Stacie Brookbank, John Conover, Jenna DeCicco, Kathleen Dolton, Alive Myers (Arrived at 6:40pm on zoom), Heather Samuelson, Courtney Laut, Staci Endicott

Members Absent: Michael Sweeder

Others Present: Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools, Michele D. Roemer, ED. D., Interim Business Administrator/Board Secretary, Lou Greco, Board Attorney

2. Public Hearing Time at **6:05pm- Closed at: 6:07pm**

Discussion, Procedural: A. Public Hearing Reopening of Superintendent Contract

- No Comments

3. Executive Session- **Motion was made by Mrs. Jenna DeCicco, seconded by Mrs. Courtney Laut at 6:08pm. Motion Carried unanimously 7-0.**

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 and School Safety and Security.

Reopen to the Public at **7:10pm****Motion to reopen the meeting to the public was made by Mrs. Jenna DeCicco, seconded by Dr. Alice Myers at 7:10pm. Motion carried Unanimously 8-0.**

4. Approval of Minutes

Motion was made by Mrs. Jenna DeCicco, seconded by Dr. Alice Myers- Motion Carried Unanimously 8-0.

Action: A. Minutes

Resolved that the following meeting minutes be approved as presented and available for release to the public upon request and according to policy: February 25, 2021 - Regular February 25, 2021- Executive Session 6:04pm February 25, 2021 - Executive Session 8:30pm

5. Public Forum-Agenda Items Only

Action: A. Open Meeting to Public at 7:15pm

Motion to Open the meeting to the public on Agenda Items Only

- No Comments

Action: B. Close Meeting to the Public at 7:18pm

Motion to close the meeting to the public.

6. Presentation(s)

Presentation A. School Spotlight-Presentation by Julie Parker and Alyson Carroll to present on the NYA Preschool Program

Presentation: B. "Bouncing Forward" to more in-person instruction-**Motion was made by Mrs. Jenna DeCicco, seconded by Dr. Alice Myers to approve Item B. Motion Carried Unanimously 8-0.**

7. Communications - Superintendent's Report- **Motion was made by Mrs. Courtney Laut, seconded by Mrs. Stacie Brookbank to approve Items A-D- Motion Carried Unanimously 8-0.**

Action: A. Acknowledge HIB incidents

Motion to acknowledge there were no HIB incidents reported for the Somers Point School District from February 25, 2021 to March 17, 2021 in accordance with N.J.A.C.6A:16-7.1.

Action: B. Affirm HIB incidents

Motion to affirm there were no HIB incidents reported for the Somers Point School District from January 22, 2021 to February 24, 2021, according to N. J. A. C. 6A:-7.1.

Information: C. Enrollment Report

Somers Point School District Enrollment Report 800 as of March 18, 2021

Information: D. Sustainable Jersey Grant

This is just to inform you that we received a \$2,000 Sustainable Jersey for Schools Grant funded by the NJEA

8. Communications - Correspondence

Information, Report: A. Principals' Reports

9. Communications - Committee Reports

Reports: A. Student and Community Affairs Committee - Courtney Laut

- Yearbook discussion re: Stipend- Mr. Thomas will be there to discuss
- End of the year activities and 8th grade events
- Speed of Implementation in Changes

Reports: B. Instruction Committee- Heather Samuleson

- Plan for return to in person instruction
- Timelines for reopening plans, summer planning/programs, etc
- Addressing the continued decline in enrollment, is there a retention plan
- Transition process is going for our 8th grade students in planning their classes at Mainland. Are we continuing to have articulation with the high school staff?
- What is needed to absorb preschool into the Dawes buildings
- Speed of Implementing changes
- Spring Break Travel

Reports: C. Finance / Negotiations Committee - Michael Sweeder

- Capital Projects
- ESSR I Grant-CARES
- State Aid
- ESSR II Grant
- Job Descriptions
- Speed of Implementation in Changes

Reports: D. Foundation for Education Liaison - Michael Sweeder

- no report

Reports: E. City Council Liaison - Staci Endicott

- no report

Information: F. Atlantic County School Board Association Meeting - Dr. Kathleen Dolton

- Legislative Information
- Testing- Holding pattern only two states asked for waiver. NJ is one of them.

Information: G. New Jersey School Board Association - Dr. Alice Myers

- no report

Information: H. Virtual Policy Committee-Dr. Kathleen Dolton

- Bylaws to review
- Policies to review
- Job Descriptions
- Administrative Structure
- Regulations

10. Agreements/Applications/Contracts

Motion was made by Dr. Kathleen Dolton, seconded by Mrs. Jenna DeCicco to approve items A-D. Motion carried unanimously 8-0

Action: A. Non-public Contracted Service - MOESC

Recommended Action: Motion to approve Monmouth-Ocean Educational Services Commission to provide services for the following non-public services for the 2021-2022: Nursing Services Textbook Technology Security Aid Chapter 192-193 CARES/ Stimulus Money

Action: B. Contracted Service - Delta T Services

Motion to approve the use of ESCNJ Consortium for the following services at the recommendation of the Superintendent of Schools, Dr. CarneyRay-Yoder: RFP# ESCNJ 20/21-30 Non-Certified Staffing Services RFP# ESCNJ 20/21-20 Certified Staffing Services RFP# ESCNJ 18/19-11 Nursing Services RFP# ESCNJ 18/19-83 Occupational and Physical Therapy Service.

Action: C. Summer Food Service Programs

Motion to approve the Summer Food Service Program Sponsors at the recommendation of the Superintendent of Schools: Dawes Avenue - Community Food Bank of NJ Jordan Road - YMCA of Cumberland County

Action: D. Aces Renewal

Motion that the Somers Point Board of Education approve the re-committing of the ACES Cooperative Pricing System to purchase electricity and natural gas supply procurement program as per the attached Agreement.

11. Curriculum

Motion was made by Mrs. Staci Brookbank, seconded by Mrs. Jenna DeCicco to approve Item A. Motion carried unanimously 8-0

Action: A. Year 6 - Connected Action Roadmap

Motion to approve the Somers Point School District to participate in the Connected Action Roadmap (CAR) pilot with NJPSA as approved by Michelle CarneyRay-Yoder, ED.D., Superintendent of Schools, for a stipend of \$2,730.00

12. Facilities

Motion was made by Mrs. Jenna DeCicco, seconded by Dr. Alice Myers to approve Items A-B. Motion carried unanimously 8-0

Action: A. Somers Point Historical Society

Motion to approve the Somers Point Historical Society to repair the headstone of the grave at the New York Avenue School.

Action: B. Mission Point Church

Motion to approve the Mission Point Church to use the Jordan Road School grounds on Saturday, April 24, 2021 for the Community 3 v 3 Basketball Tournament.

13. Finance

Motion was made by Mrs. Staci Brookbank, seconded by Mrs. Jenna DeCicco to Approve Item A. Motion carried unanimously 8-0

Action: A. Approval of Tentative Budget for 2021-2022

Motion to approve the 2021-2022 tentative budget to remitted to the County Executive Superintendent of Schools as follows: General Fund: \$16,862,146 Special Revenue Fund: \$ 3,974,197** Debt Service Fund: \$ 981,820 TOTAL

BUDGET: \$21,818,163 BE IT RESOLVED to acknowledge that the 2021-2022 school year budget as described in a general fund tax levy of \$10,392,770 (no increase over 2020-2021 levy) and debt service tax levy of \$752,184 for a total tax levy of \$11,144,954; and BE IT RESOLVED that the School Business Administrator is authorized to advertise said tentative budget in the Press of Atlantic City in accordance with the form required by the State Department of Education and according to law; and BE IT RESOLVED that a public hearing be held at the Jordan Road School, 129 Jordan Road, Somers Point, NJ on May 6, 2021 at 6pm for the purpose of conducting a public hearing on the 2021-2022 school year budget.

**Motion was made by Mrs. Jenna DeCicco, seconded by Mrs. Staci Brookbank to Approve Items B-H.
Motion Carried unanimously 8-0 (Alice Myers left at 8:30pm)**

Action: B. Travel and Related Expense Reimbursement - 2021-2022 SY

Motion to approve the following resolution: WHEREAS, the Somers Point Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and WHEREAS, N.J.A.C. 6A:23A-7.2 et seq requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and that staff members receive prior approval of these expenses by the Superintendent of Schools and majority of the full voting membership of the Board; and WHEREAS, the Somers Point Board of Education may establish, for regular business travel as defined in N.J.A.C. 6A:23A-1.2, which includes attendance at regularly scheduled In-State professional development activities for which the registration fee does not exceed \$150.00 per employee or Board members, where prior Board approval shall not be required unless the annual threshold for a staff member exceeds \$1,500 in any given school year (July 1 through June 30); and WHEREAS, the Somers Point Board of Education established \$28,000 as the maximum travel amount for the current school year; and NOW THEREFORE BE IT RESOLVED, the Board of Education approves travel and related expenses in accordance with N.J.A.C. 6A:23A-7.3 to a maximum expenditure of \$28,000 for all staff and board members for the 2021-2022 school year.

Action: C. Maintenance Reserve Withdraw 2021-2022 Budget

Recommended Action: Motion to approve the withdraw from Maintenance Reserve in the amount of \$400,000. The district intends to utilize these funds for maintenance expenditures.

Action: D. ESSR I - CARES ACT Revised Budget

Motion to approve the revised funding for the ESSR I - CARES Act in the additional amount of \$139,812. (\$139,794 for Somers Point School District, \$18 for St. Joseph's Regional School District).

Action: E. 2021-2022 PreSchool Grant

Motion to approve the 2021-2022 PreSchool Grant in the amount of \$1,297,716, plus \$461 carry over from the 2020-2021 school year and submit to the state accordingly at the recommendation of the Superintendent of Schools, Michelle CarneyRay-Yoder, Ed.D.

Action: F. ESSR II - CARES Act

Motion to accept the ESSR II Funding including - CARES Act in the amount of \$1,507,812; Accelerated Learning \$96,727; Mental/Social Services \$45,000.

Action: G. Fundraising

Motion to approve the following fundraising activity: Band Raising funds to apply towards future music department trips.

Action: H. Out of District Professional Development

Motion to approve one of our SSOs to attend a two (2) day Training workshop May 6 and May 7, 2021, in Edison NJ for CPI Certification at a total cost not to exceed \$4,000.

14. Personnel

Motion made by Mrs. Staci Brookbank, seconded by Mrs. Jenna DeCicco to approve Item A. Motion carried with a vote of 6-0-1 (Mrs. Laut Abstention)

Action: A. Proposed Organizational Structure

Motion to approve the Proposed Reorganizational Structure for the Somers Point School District Administration as of July 01, 2021, as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

Motion made by Dr. Kathleen Dolton, seconded by Mr. John Conover to approve Items B-C. Motion carried with a vote of 6-0-1 (Mrs. Laut Abstention)

Action: B. Superintendent Contract - Stipend February, 2021 through June 30, 2021

Approve the addendum to Dr. Michelle CarneyRay-Yoder's Employment Contract to include additional duties during the vacancy of the Supervisor of Pupil Personnel Services and PreSchool Principal; at a stipend of \$10,000, non-pensionable, approved by the County Superintendent, for the period of February 1, 2021 to June 30, 2021.

Action: C. **Superintendent's Contract - 2021-2024

Approve the three-year Employment Contract for Dr. Michelle CarneyRay-Yoder (2021-2024), as approved the Executive County Superintendent Robert Bumpus.

Motion made by Mrs. Courtney Laut, seconded by Mrs. Jenna DeCicco to approve Items D-N. Motion carried unanimously 7-0

Action: D. Extended Leave

Motion to approve employee #5558 for an extended leave of absence using sick days until April 29, 2021 as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. . Motion to approve employee #5627 for an extended leave of absence without pay until June 01, 2021 as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

Action: E. Homebound Instruction

Motion to approve Stephanie Wall for homebound instruction of a 5th grade student (998338) as needed at a rate of \$43/hr as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

Action: F. Resignation

Motion to approve the following resignations - Meghann Generosi, Paraprofessional - Dawes Avenue School, effective March 26, 2021 as per the recommendation of Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

Action: G. Retirements

Motion to approve the following retirement -Michael Dalessio - 8th grade teacher at Jordan Road effective June 30, 2021 at the recommendation of Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

Action: H. Substitute Custodian - Amira Walker

Motion to approve Amira Walker as a substitute custodian for the 2020-2021 School Year, effective date upon receipt of required documentation, at the recommendation of the Superintendent of Schools, Dr. CarneyRay-Yoder. Hourly rate in accordance with substitute pay.

Action: I. Revision to Permanent Substitute - P. Brophy

Motion to approve the daily rate for Peter Brophy, Permanent Substitute with Kelly Services, effective March 8, 2021 from \$200 to \$170/day per at the recommendation of the Superintendent of Schools, Michelle CarneyRay-Yoder, Ed.D.

Action: J. Girls Track

Motion to approve Devon Kallen as the Girls Track Coach as approved by Michelle CarneyRay-Yoder, ED.D., Superintendent of Schools, for a stipend of \$2,730.00

Action: K. Boys Track

Motion to approve Jeanette Cellucci as the Boys Track Coach as approved by Michelle CarneyRay-Yoder, ED.D., Superintendent of Schools, for a stipend of \$2,730.00

Action: L. Baseball

Motion to approve Matt McLaughlin and Jack Woolston as the Baseball Coaches (stipend to be split evenly) as approved by Michelle CarneyRay-Yoder, ED.D., Superintendent of Schools, for a stipend of \$2,730.00

Action: M. Softball

Motion to approve Carley Cross as the Softball Coach as approved by Michelle CarneyRay-Yoder, ED.D., Superintendent of Schools, for a stipend of \$2,730.00

Action: N. Yearbook Stipend Revision

Motion to approve revision to yearbook stipend for Chrissy Quinn for the amount of the full stipend of \$2,430.

15. Policies

Motion was made by Mrs. Jenna DeCicco, seconded by Mr. John Conover to approve Item A. Motion carried unanimously 7-0

Action: A. Board of Education Bylaws

Motion to approve the Bylaws as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

Motion was made by Mrs. Courtney Laut, seconded by Mrs. Staci Brookbank to approve Item B. Motion carried unanimously 7-0

Action: B. Policies - 1st Reading

Motion to approve the first reading of the following policies as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

Motion was made by Mrs. Jenna DeCicco, seconded by Mrs. Staci Brookbank to approve Items C-I. Motion carried unanimously 7-0

Action: C. Principal/Supervisor of Pupil Personnel Services

Motion to approve the job description of Principal/Supervisor of Pupil Personnel Services - February 2021.

Action: D. Principal (Middle School)

Motion to approve the job description of Principal (Middle School) - February 2021

Action: E. Director of Curriculum and Special Projects

Motion to approve the Job Description of the Director of Curriculum and Special Projects - February 2021 per the recommendation of Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

Action: F. Payroll/Bookkeeper - Revised Job Description

Motion to approve the revised job description for the Payroll/Bookkeeper per the recommendation of Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

Action: G. Director of Facilities - Revised Job Description

Motion to approve the revised job description for the Director of Facilities per the recommendation of Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

Action: H. Secretary to Business Administrator - Revised Job Description

Motion to approve the revised job description for the Secretary to the Business Administrator per the recommendation of Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

Action: I. Assistant to the School Business Administrator - New Job Description

Motion to approve the new job description for the Assistant to the Business Administrator per the recommendation of Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

16. Professional Services

Motion made by Mr. John Conover, seconded by Mrs. Jenna DeCicco to approve Item A. Motion carried with a vote of 6-0-1 (Mrs. Endicott Abstention)

Action: A. Workshop - S. Endicott

Motion to approve Staci DiMattia Endicott, President Somers Point Board of Education to attend the New Jersey School Boards Association Spring Symposium (5/12/21-5/13/21) at a cost of \$50.00.

17. Transfer of Funds

Motion was made by Mrs. Jenna DeCicco, seconded by Mrs. Courtney Laut to approve item 17, 18 and 19. Motion carried unanimously 7-0

Action: A. Monthly Transfers and Cash Reports for month of February

Motion to approve the Adjustments for the Budget as presented and made a part of these minutes.

	ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT	
TO	12-000-252-730-00-0000	ADMIN INFO TECH	37513.3	
FROM	11-190-100-610-18-0002-050	REGULAR PROG - INTR		3513.3
FROM	11-190-100-610-13-0000-050	INSTRUCT TECH		200
TO	11-120--100-101-00-0000-055	INSTRUCT SAL TCH 1-5	680	
FROM	11-130-100-101-00-0000-055	INSTRUCT SAL TCH 6-8		680
TO	11-000-222-530-00-0000-055	MEDIA PURCH SVS JRS	7351.7	
FROM	11-000-222-101-00-0000-055	LIB/MEDIA SALARIES		7351.7
TO	11-000-230-530-00-0000	COMMUNICATION	5820	
FROM	11-212-100-101-00-0000-055	GEN ADM SALARY		3711
FROM	11-212-100-106-00-0000-050	GEN ADMIN SAL SEC		2109
TO	11-000-230-600-00-0000	SUPPLIES	1500	
FROM	11-000-230-895-00-0000	BOE MBRSHP DUES		1500
TO	11-000-251-340-00-0000	BUSN PURCH TECH SERV	1166.3	
FROM	11-000-251.592	BUS SERV MISC PURCHASE		1166.3
TO	11-000-291-241-00-000	EMPLOY BENE PERS	1489	
FROM	11-000-291-270-00-A000	EMPLOY BENE HEALTH		1489
TO	11-000-266-580-00-0000	TRAVEL ALL OTHER	500	
FROM	11-000-266-100-00-0000-00	US SALS OF SEC G AND INV		500

Action: B. Cash Report

Motion to approve the Cash Report for the month of February 2021

18. Secretary's Financial Report

Action, Procedural: A. Secretary's Financial Report

Motion to approve the Report of the Secretary for the month ending February 2021, as presented, pursuant to N. J. A. C. 6A:23A-16.1 (c) 3, and that they certify that as of February 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.

19. Treasurer's Financial Report

Action, Procedural: A. Treasurer's Financial Report

Recommended Action: Motion to approve the Treasurer's Report for the month ending February 2021, as presented, pursuant to N.J.A.C. 6A:23A-16.10(c), and that they certify that as of February 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.

20. Bills List

Motion was made by Mrs. Jenna DeCicco, seconded by Mr. John Conover to approve Item A. Motion carried unanimously 7-0

Action: A. Bills List

Recommend that the Somers Point Board of Education approve the Bills List as presented and made a part of these minutes. General - \$ 1,019,990.47 General - \$ 15,333.91 Capital - \$ 375.00 Payroll - \$ 876,564.52 TOTAL - \$ 1,912,263.90 *Revised

21. Public Comment - Non-Agenda Items

Action: A. Open Meeting to Public at **8:45pm**

Motion to open the meeting to the public on non-agenda items.

- Janice Johnson-Council President-Introduced herself and stated that her goal is to open lines of communication. Talked about Solar power on schools.
- Stacy Carol, from City Council will be attending Board meetings.

Action: B. Close Meeting to Public at **8:52pm**

Motion to close the meeting to the public on non-agenda items.

22. Board Forum

Information: A. Board Forum

- no comments

23. Private Session (Executive)

Action: A. Go Into Executive Session- **No Executive Session Required**

24. Adjournment

Action: A. Adjourn the Meeting

Motion to Adjourn the meeting at 8:45 was made by Mrs. Jenna DeCicco, seconded by Dr. Kathleen Dolton. Motion carried All in Favor.

Respectfully submitted,

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