

**BOARD OF EDUCATION MEETING (Thursday, June 10, 2021)**

Opening of the Meeting at 6:10pm

Call to Order

Roll Call

Members Present: Mrs. Stacie Brookbank, Mr. John Conover (Zoom), Mrs. Jenna DeCicco (Zoom), Dr. Kathleen Dolton (Zoom), Dr. Alice Myers, Mrs. Heather Samuelson, Mr. Michael Sweeder (Zoom), Mrs. Courtney Laut, Mrs. Staci Endicott

Members Absent: All were in attendance

Others Present: Dr. Michelle Carney-Ray Yoder, Superintendent of Schools, Dr. Michele Roemer, Interim Business Administrator/Board Secretary, Mr. Louis Greco, Attorney (Zoom)

**Executive Session**

Motion was made by Mrs. Courtney Laut, seconded by Mrs. Heather Samuelson to go into Executive Session at 6:10pm. Motion carried All in Favor.

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

Motion to reopen the meeting to the public at 6:25pm. Motion carried All in Favor.

**Approval of Minutes**

Motion was made by Mrs. Heather Samuelson, seconded by Dr. Alice Myers to approve the Minutes from May 20th and May 27th. Motion approved unanimously 9-0

Minutes-May 20, 2021 and May 27, 2021

Resolved that the following meeting minutes be approved as presented and available for release to the public upon request and according to policy:

May 20, 2021- Regular Meeting- Executive Session Meeting 6:10pm and May 27, 2021-Regular Meeting

**Public Forum-Agenda Items Only**

Opened the meeting to the public at 6:28pm

- no comments

Closed Meeting to the Public at 6:30pm. All in Favor

**Communications - Superintendent's Report**

Motion was made by Mrs. Heather Samuelson, seconded by Mrs. Courtney Laut to approve Items A-E. Motion carried unanimously 9-0.

**A. Acknowledge HIB incidents**

To acknowledge there were 5 HIB incidents reported for the Somers Point School District from 05/20/21- 06/09/21 in accordance with N.J.A.C.6A:16-7.1. .

Confirmed - 221436 - 221496 - 221439 - 221467

Unfounded - 221433

**B. Affirm HIB incidents**

To affirm there were 2 HIB incidents reported for the Somers Point School District from 04/14/21 - 05/19/21 according to N. J. A. C. 6A:-7.1.

**C. Enrollment Report**

Somers Point School District Enrollement Report 806 as of June 10, 2021

## D. Life Skills Training

Atlantic Prevention Resources - Life Skills Training Summer Camp Sessions. No cost - under a County grant.

## E. Share-Safe Return to In-Person Instruction

**Communications - Correspondence**

Motion was made by Mrs. Heather Samuelson, seconded by Dr. Kathleen Dolton to Approve Item A. Motion carried unanimously 9-0

## A. Principals' Reports

**Communications - Committee Reports**

Student and Community Affairs Committee - Courtney Laut (Mrs. Endicott reported for Mrs. Laut).

- End of year events at all three schools
- Masking Outlines
- Substitute rates
- New guidelines were given for masks. Dr. Cry was reviewing with Nurses.

Instruction Committee- Heather Samuleson

- Academic update
- Changes for next year

Finance / Negotiations Committee - Michael Sweeder

- Capital Projects
- Health Benefit Premiums
- Contracted Services - Kelly Services Substitute Rates
- ESSER American Rescue Plan
- End of year items
- Insurance

Foundation for Education Liaison - Michael Sweeder

- No meeting

City Council Liaison - Staci Endicott

- No news to report
- Sidewalks on Route 9 at S Curve dependent upon state to get this done

County and State SBA Meetings

- Dr. Dolton reported no County SBA
- Dr. Myers-NJSBA- Attended Four Part Series of Leadership
  - Dr. Roemer indicated to the board that registration was open for the Fall Conference which is virtual and to contact her if you are interested in attending.

**Agreements/Applications/Contracts**

Motion was made by Mrs. Heather Samuelson, seconded by Dr. Alice Myers on Item A-M. Motion carried with a vote of 8-0-2 (Mrs. Courtney Laut Abstention on Item A and Dr. Dolton Abstention on Items B & E)

## A. SPAA Contract

Approve the Memorandums of Agreement between the Somers Point Board of Education and the Somers Point Administrators Association for the years 2021 - 2024.

## B. Itinerant Services CMCSSSD &amp; ACSSSD/Vocational School

Approve the 2021-2022 itinerant Services Fee Schedule as on file in the business office for Atlantic County Special Services School District and Cape May County Special Services School District.

## C. McKinney Vento Contracts - Tuition Contract and Transportation Contract from Millville School

Approve a tuition contract with Millville School District from April 28, 2021 to June 30, 2021 for students local ID #'s: 15316712 @\$71.13/diem; 15316722 @ 92.82/diem and 15316729 @ \$86.95/diem and transportation contract totally \$8,818.47 for all three students from April 28, 2021 to June 30, 2021 according to McKinney Vento requirements.

**D. Occupational Therapy Appointment - Jason Mostecki**

Appointment of Jason Mostecki as Occupational Therapist for the 2021-2022 school year at a rate of \$75/hour.

**E. Physical Therapy Services - Kim Vona**

Appointment of Kim Vona as Physical Therapist for the 2021-2022 school year at a rate of \$60 per session (30 minutes) and evaluations and re-evaluations at a rate of \$160.

**F. Brett DiNovi & Associates - Behavior/Educational Consultation**

Approve Brett DiNovi & Associates for Behavior/Educational Consultation for July 1, 2021 - June 30, 2022 at the following rates:

Description	Amount
Clinical Associates	\$55/hour
Behavior Consultant	\$150/hour
NJ & PA Certified Teacher	\$95/hour

**G. Ford Scott - Auditors Contract**

Approve the contract with Ford Scott to provide auditing services for the Somers Point Board of Education for the 2020-2021 school year at a fee of not to exceed \$20,500.

**H. ESY Tuition Contract - ACSSSD**

Approve a contract with Atlantic County Special Services for Extended Year Services effective 7/12/2021 through 8/6/2021 at a rate of \$575/week per student and \$575/week per student for 1:1 aide. Contract on file in the business office.

**I. Jointures of Projects/Cooperative Purchasing**

Adopt the following Resolution approving Jointure Contracts/Cooperative Purchasing Agreements involving constituent districts, County SSSD and any other Cooperative as approved: -NOW THEREFORE BE IT RESOLVED, by the Somers Point Board of Education, that it endorses the concept of mutual cooperation among school districts, and various other governmental agencies, school districts, organizations and beyond including: .

Atlantic County Co-op

Greater Egg Harbor Regional School District

Monmouth-Ocean Educational Services Commission

Hunterdon County ESC Co-op

Educational System Commission of NJ

Ed-Data Services

AND BE IT FURTHER RESOLVED, that the Somers Point Board of Education endorses the exploration of situations of jointures that would benefit the several districts involved with the provision that each situation will require formal Board action presented by each Board concerned and no jointure can occur without the approval of each Board involved.

**J. Adelphi University**

Approve the Affiliation Agreement for Field Experiences in Teacher Education Programs between the Somers Point School District and Adelphi University for the fall semester.

**K. Bond Counsel - Wilentz Goldman & Spitzer, P.A.**

Approve resolution to appoint Wilentz, Goldman & Spitzer, P.A. as bond counsel for the Somers Point Board of Education for the 2021-2022 school year. Agreement on file in the business office.

**L. YMCA - School-age Child Care Program 2021-2022 School Year**

Approve agreement with Cumberland Cape Atlantic YMCA to provide School Age Child Care for the 2021-2022 school year beginning the first day of school and ending the last day of school contingent upon current rate schedule.

**M. Atlantic Care Physician Group - Occupational Medicine Services**

Approve AtlanticCare Physician Group for Occupational Health for July 1, 2021 through June 30, 2022. Contract on file in the business office.

## **Curriculum**

Motion was made by Dr. Kathleen Dolton, seconded by Mrs. Stacie Brookbank to Approve Items A-D. Motion carried unanimously 9-0

**A. Summer Band, July 19, 2021 - August 11, 2021**

Approve the following schedule and information for the summer band program:

- Mondays / Wednesdays from July 19 - August 11, in the band room

- 9:00-10:30 AM • Performance @ 5:00 on August 11. Location TBA
- \$40 registration for students
- \$35 / hour pay rate (13 hours total)

#### B. Field Trip

Approve a virtual field trip for all Pre-K students, virtual and in-person to the Marine Mammal Stranding Center in Brigantine on June 11, 2021 for a cost of \$50.

#### C. Professional Development

Approve the following: Mathew Thomas to attend the virtual NJCIE Summer Inclusion Leadership Conference on June 28, 2021 at no cost.

Katelyn Tobiasen to attend the virtual "Level 1: McKinney-Vento Liaison Credentialing Program: Building an Army of Awareness."

#### D. Addams Family Play

To correct the stipend for the assistant director/choreographer of \$1,000 for Tiffany Unsworth due to the work being completed solely by Mrs. Unsworth.

### **Facilities**

Motion was made by Mrs. Heather Samuelson, seconded by Mrs. Courtney Laut to Approve Item A. Motion carried unanimously 9-0

#### A. Mission Point Church

Approve the use of the Jordan Road School Grounds (fields and basketball courts) from June 13, 2021 to August 30, 2021 for the following: Sunday Nights: Field games for Church youth groups Monday Nights: Basketball for Somers Point Youth Groups

### **Personnel**

Motion was made by Mrs. Heather Samuelson, seconded by Mrs. Staci Brookbank to Approve Items A-J. Motion carried unanimously 9-0

#### A. Stockton Student Teaching / Fieldwork Placement For Fall 2021 Semester

Approve the following for student teaching:

Name: Zubayeth Syed Cooperating Teacher/School : Stephanie Faber / Dawes Avenue Grade: 2nd Dates: August 30, 2021 – December 17, 2021

Name: Taylor Fussner Cooperating Teacher/School : Tom Taylor/Stacy McGloin / Dawes Avenue Grade: 2nd Dates: August 30, 2021 – December 17, 2021

Approve the following for fieldwork placement:

Name: Sierra Jimenez Cooperating Teacher/School : Tammi Chiarulli / New York Avenue Grade: Pre-K Dates: September 07, 2021 - December 17, 2021

Name: Adam Hughes Cooperating Teacher/School : Phillip Pallitto / Jordan Road Grade: 5th & 6th Dates: September 07, 2021 - December 17, 2021

Name: Alison Bretz Cooperating Teacher/School : Deanna Haas / Dawes Avenue Grade: Kindergarten Dates: September 07, 2021 - December 17, 2021

Name: Dungan Taylor Cooperating Teacher/School : Michelle Baltz / Dawes Avenue Grade: 1st Dates: September 07, 2021 - December 17, 2021

Name: Katrina Tittermary Cooperating Teacher/School : Sue Fischer / Dawes Avenue Grade: Self-Contained Dates: September 07, 2021 - December 17, 2021

#### B. Stockton Student Teaching / Fieldwork Placement Summer 2021 Update

Approve Name: Zanaisa Cutler Cooperating Teacher/School : Patty Jensen / Dawes Avenue Grade: 2nd Dates: May 1, 2021 – End of School Year.

#### C. Appointment of Michele D. Roemer, Ed.D. as Interim School Business Administrator effective 07/01/21 - 09/30/21

Approve the appointment of Michele D. Roemer, Ed.D. as Interim School Business Administrator effective July 1, 2021 through September 30, 2021 at up to 2 days per week at a per diem rate of \$500 as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools and approved by the Atlantic County Department of Education.

#### D. Child Study Team Meetings

Approve all Special Education/General Education teachers to attend Child Study Team summer meetings for a rate of \$39/hr. per the recommendation of Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

#### E. 8th Grade Dance Event - Cornhole Craze

Approve the following chaperones for the 8th-grade dance event at Cornhole Craze at a rate of \$39/hr. on June 11, 2021, @ 6:00 PM per the recommendation of Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools. .

Devon Kallen  
Phil Pallitto  
Cris Reinhold  
Laura Brown  
Suzanne Kepner  
Joe Schmidt

#### F. Title I Summer Program

Approve the following per the recommendation of Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools:  
TITLE I SUMMER SCHOOL - \$2,574 (includes 6 hours prep work prior on to the start of summer school)

5th Grade - Gabrielle Arabio

4th Grade - Donna Strandwitz-Ganter .

ESY PARAPROFESSIONAL - \$750 Stipend Donna Kopistecki

#### G. Annual Appointments

Approve the following appointments for the 2021/2022 school year:

- New Jersey School Safety Specialists Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools and Timothy Williams School Safety Officers, as Safety Specialists.
- Pulic Agency Compliance Officer (P.A.C.O.) and Custodian of School Funds-Michele Roemer, Ed. D., Interim Business Administrator/Board Secretary as Public Agency Compliance Officer (PACO) and Custodian of School Funds.
- Adoption of Official Seal of the District, which is in the possession of Michele Roemer, Ed. D., Interim Business Administrator/Board Secretary.
- Custodian of School Records- Michele Roemer, Ed. D., Interim Business Administrator/Board Secretary, as Custodian of School Records.
- Purchasing Agent – Michele Roemer, Ed. D., Interim Business Administrator/Board Secretary as the Qualified Purchasing Agent (QPA) and to authorize the QPA to award contracts up to the bid threshold, and to set the quote threshold at 15% of the bid threshold amount, as required in 18A: 18-3.
- Authorization to Advertise for Bids –Michele Roemer, Ed. D., Interim Business Administrator/Board Secretary (Purchasing Agent) to advertise for bids for supplies, equipment and services over the bid threshold of \$44,000 pursuant to N.J.S.A. 40A: 11-3a
- Safety & Health Designee – Michele Roemer, Ed. D., Interim Business Administrator/Board Secretary
- Authorization to Invest Surplus Monies -Motion to authorize Michele Roemer, Ed. D., Interim Business Administrator/Board Secretary
- Affirmative Action Officer and Chief Equity Officer - Carleena Supp and an alternate as needed, designated by Superintendent of Schools
- 504 Compliance Officer and ADA Coordinator - Laura Venello Supervisor of Pupil Personnel Services
- Substance Awareness Coordinator (SAC) Joseph Schmidt
- Anti-Bullying Coordinator and Specialists - Carleena Supp, Principal, as the District Anti-Bullying Coordinator, Jim Scarano as the Anti-Bullying Specialist at Jordan Road School and Julie Antell as the Anti-Bullying Specialist at Dawes Ave. School and New York Avenue School
- Title / NCLB Coordinator - Michelle Kaas, Ed. D, Supervisor of Curriculum & Instruction
- Indoor Air Quality Designees – Keith Nelson, Timothy Johnson (alternate) and Jeffrey Kendall (alternate)
- Asbestos Management Officer – Keith Nelson
- Integrated Pest Management Coordinator – Keith Nelson

- Hazard Communication Program Coordinator (Right to Know Officer) – Keith Nelson
- Chemical Hygiene Officer – Keith Nelson
- District Coordinator of Special Education Medicaid Initiatives (SEMI) – Michelle CarneyRay-Yoder, Superintendent/Director of Special Services
- Bank Reconciliation- Julie Gallagher, Payroll Specialist, as board designee
- District Approved Insurance/Tax Deferred Savings Plans - reaffirm the Board's right to approve all insurance and tax savings plans not to exceed four (4) plans be administered by the District annually as follows: Tax Plans - Lincoln Investments, Siracusa, AXA Equitable, NY Life: Insurance Plans - Prudential (disability) Insurance of America, and AIG (disability) American General Life.
- Wage Works and Aflac – Aflac Wingspan Cafeteria Plan & Wage Works Flexible Spending Account Plan to enable a Flexible Spending Account (FSA) for Unreimbursed Medical and Dependent Day Care to comply with NJ Pensions Law Chapter 78 at no additional out-of-pocket expenses.
- Designation of Official Depository -  
Resolved, that Ocean First Bank be designated as the Official Depository according to N.J.S.A. 18A:17-34; and  
Resolved, to appoint and designate the following signatories for the following accounts currently with Ocean Bank:

Account	Signatories	Number of Required Signatures
General Checking	President or Vice President	3
	Business Administrator	
	Superintendent	
Payroll	Business Administrator	2
	Superintendent	
Payroll Agency	Business Administrator	2
	Superintendent	
Student Activity	Business Administrator	2
	Superintendent	
State Unemployment Insurance Trust Fund	Principal/VP	2
	Business Administrator	
FSA Cafeteria Plan	Superintendent	2
	Business Administrator	
Wage Works	Superintendent	2

And Be It Further Resolved, that the following be approved as official depository(s) for investment of idle funds periodically in Certificates of Deposits; Ocean First Bank NJ/ARM.

#### H. Schedule "B" Activities

Approve the following teachers for the Schedule "B" Activities for the 2021-2022 school year as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools. .

Science Club: Joe Schmidt - \$2,430  
 Student Council: Devon Kallen - \$2,730  
 Safety Patrol JRS: Casey Edge - \$2,430  
 Yearbook: Chrissy Quinn - \$2,430  
 NJHS: Devon Kallen - \$2,430  
 Think Team: Margie Smock - \$2,430  
 Future Act Club: Margie Smock - \$2,430  
 Performing Arts Club: Tiffany Unsworth - \$2,430  
 Communications Club JRS: Tiffany Unsworth - 2,430  
 Safety Patrol/Garden Club Dawes: Shannon Johansen - \$2,430  
 Band: Josh Tostevin - \$2,730  
 Chorus: TBD - \$2,730  
 Art Club : Robyn Nichols - \$2,430  
 Boys Soccer: Larry Randour - \$2,730  
 Girls Soccer: Tammi Chiarulli - \$2,730  
 Cross Country: Jeanette Cellucci - \$2,730  
 Field Hockey: Carley Cross - \$2,730  
 Dawes Avenue Communication Club: Nancy Mensch and Robin Wolf-Smith (Split \$2,430)  
 STOKES Coordinator: Devon Kallen - \$2,430  
 Activities Director: Joe Schmidt - \$2,720  
 Athletic Director: Devon Kallen - \$4,990

**I. Board Member Resignation**

Approve the resignation of Courtney Laut as Board member, effective July 01, 2021.

**J. Retirement**

Approve the tentative retirement of Mary Graff-Pinnix, secretary to the Special Education department, effective June 30, 2022, as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

**Policies****Professional Services****15. Transfer of Funds**

Motion was made by Mrs. Heather Samuelson, seconded by Mrs. Courtney Laut to Approve Items 15-17. Motion carried unanimously 9-0

**Monthly Transfers for May**

Approve the Adjustments for the Budget as presented and made a part of these minutes.

ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT	
TO	11-000-216-101-00-0000-000	SPEECH-SAL TEACHING	\$225.00
FROM	11-000-216-320-00-0000-050	STDT SRVC OT/PT/OTHER	\$225.00
TO	12-000-262-730	UNDIST.EXPEND. MAINT	\$6,573.00
FROM	11-000-223-103	SALRIES OF SUPERVISORS	\$6,573.00
TO	11-000230-331-00-0000	LEGAL FEE	\$1,949.65
FROM	11-000-230-339-00-0000	PROF SERV- CONSULTANT	\$1,949.65
TO	11-000-262-100-00-B000	CUSTODIAL HRLY	\$1,000.00
FROM	11-000-262-622-01-B000	ENERGY JRS ELECTRIC	\$1,000.00
TO	11-000-266-580-00-0000	TRAVEL - ALL OTHER	\$253.90
FROM	11-000-266-100-00-0000-01	CLASS AIDES - REG INST DWS	\$253.90
TO	11-190-100-320	PURCHASED PROFESSIONAL	\$10,000.00
FROM	11-190-100-106-00-0000-050	CLASS AIDES REG INST DWS	\$10,000.00

**Cash Report**

Approve the Cash Report for the month of May, 2021

**16. Secretary's Financial Report****Secretary's Financial Report**

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

**17. Treasurer's Financial Report****Treasurer's Financial Report**

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

### **18. Bills List**

Motion was made by Dr. Alice Myers, seconded by Mrs. Staci Brookbank to Approve Item 18. Motion carried unanimously 9-0

Recommend that the Somers Point Board of Education approve the Bills List as presented and made a part of these minutes.

General - \$ 405,679.29  
 Capital - \$ 375.00  
 Payroll - \$ 909,614.70  
 TOTAL - \$ 1,315,668.99

### **Finance**

Motion was made by Mrs. Heather Samuelson, seconded by Dr. Alice Myers to Approve Items A-D. Motion carried unanimously 9-0

#### **A. Fund Balance**

Approve the deposit of up to \$1,000,000 into the Capital Reserve Account and up to \$1,000,000 into the Maintenance Reserve Account.

#### **B. 2021-2022 Health Benefit Premiums**

Accept the health benefits premiums as on file in the business office and herewith attached for medical, prescription, and dental for the 2021-2022 school year.

#### **C. End of Year - Bills**

Authorize the business office to make payments against any outstanding purchase orders to close out the 2020-2021 school year and report to the board at the July 15, 2021 Board of Education Meeting said bill list.

#### **D. ACCASBO Joint Insurance Fund - Dividend Release**

Approve the deposit of the district's share of the Fund's 2021 surplus distribution in the amount of \$17,471 into the Aggregate Excess Loss Contingency Fund (A.E.L.C.F.).

### **Public Comment - Non-Agenda Items**

Motion to open the meeting to the public on non-agenda items was made at 7:10pm by Mrs. Staci Endicott

- No comments

Motion to close the meeting to the public on non-agenda items was made at 7:11pm by Mrs. Staci Endicott

### **Board Forum**

- Staci Endicott -was asked about the foot bridge and she stated that the foot bridge was steel with wood on Route 9
- Dr. Myers -Thanked Mrs. Courtney Laut for her service
- Dr. Myers - Stated tht the crossing guidards need different assignments
- Stacie Brookbank acknowlegded how the Addams Family play was great!
- Staci Endicott -Stated how beautiful the awards night was with many scholarships given
- Jenna DeCicco- Thanked Mrs. Laut for her service on the Board

### **Private Session (Executive)**

Motion was made by Mrs. Heather Samuelson, seconded by Dr. Alice Myers to go into Executive Session at 7:16pm. Motion carried All in Favor.

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

Motion to reopen the meeting to the public was made at 7:20pm



Motion was made by Mrs. Heather Samuelson, seconded by Dr. Alice Myers to go into Executive Session at 7:20pm

Be it resolved by the Board of Education of the City of Somers Point in the County of Atlantic, NJ, and that upon passage of this Resolution they go into Executive Session to discuss the following: Personal  
*The Board of Education will not be taking any additional action and will adjourn from the Executive Session accordingly. Drs. CarneyRay-Yoder and Roemer were excused from the meeting.*

*Per Mrs. Endicott, President, that the board adjourned at 10:45pm*

Respectfully Submitted,



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