

**MINUTES OF REGULAR MEETING**  
**SEPTEMBER 27, 2017**

**CALL TO ORDER**

The Regular Meeting of the Ocean City Board of Education was called to order by President Clark on Wednesday, September 27, 2017 at 7:00 p.m. in the Ocean City High School Community Room, 501 Atlantic Avenue, Ocean City, NJ.

**OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT**

President Clark announced that adequate notice of this meeting was provided in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975. Notice of the time, place and agenda were filed with the city clerk, posted in the lobby of City Hall, and delivered to the Ocean City Sentinel and the Press of Atlantic City.

President Clark led everyone present in a salute to the flag.

**ROLL CALL OF MEMBERS**

On roll call, members present were H. James Bauer, Dale Braun, Cecilia Gallelli-Keyes, Michael James, Jacqueline McAlister, Fran Newman, Andrea Olenik-Hipkins, J. Tiffany Prettyman, Gregory Whelan and Joseph S. Clark, Jr. Also present were Kathleen Taylor, Ed.D., Superintendent, Timothy E. Kelley, Business Administrator/Board Secretary, Michael Stanton, Esquire, Carl Tripician from Longport and Daniel Tumolo from Sea Isle City. Members absent were Robert Evans and Thomas R. Oves, Jr. There were 14 members of the public present.

**PRESENTATIONS:**

Student Services presentations to the Board of Education by Mrs. Tobi Oves, Ms. Lauren Sacs and Mr. Matthew Carey.

**PUBLIC COMMENTS – AGENDA ITEMS ONLY:**

There were no public comments.

**SUPERINTENDENT’S REPORT:**

Dr. Taylor gave an overview of the Agenda.

Based on the recommendation of the Superintendent of Schools, the following resolutions are presented for formal approval by the Board of Education.

*Motion by Mrs. McAlister, seconded by Ms. Gallelli-Keyes, and carried unanimously, the Board of Education approved the following Superintendent’s recommendations by “roll call vote.”*

**1. Buildings and Grounds**

A. Use of Facilities

The Board approves the following request for the use of the High School:

Requested By: Ocean City Jr. Wrestling  
Use: Team Board Meetings  
Date/Times: 2017: October 24 and December 12 (Tues)  
2018: January 9, February 13 and March 6 (Tues)  
5:30PM-6:30PM  
Room: Classroom E103  
Fee: No charge

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Requested By: Ocean City Junior Wrestling  
 Use: Youth Wrestling Practice  
 Dates/Times: November 6, 2017-March 8, 2018\* (Mon-Thurs), 5:45PM-8:00PM  
 \*not available when school is closed (11/9, 11/23, 12/25-12/28, 1/1, 1/15 and 2/19) or during High School home wrestling practices/matches  
 Room: Wrestling Room  
 Fee: No charge

Requested By: Ocean City Junior Wrestling  
 Use: Parents' Meeting  
 Date/Time: November 14, 2017 (Tues), 5:45PM-6:30PM  
 Room: Classroom E103  
 Fee: No charge

Requested By: Ocean City Junior Wrestling  
 Use: Junior Wrestling Tournament  
 Dates/Times: March 10, 2018 (Sat), 2:00PM-3:00PM – set up  
 March 11, 2018 (Sun), 7:00AM-5:00PM – event  
 Rooms: Main Gym, Auxiliary Gym and Lobby outside of Main Gym  
 Fee: No charge

Requested By: Ocean City Junior Wrestling  
 Use: Year End Banquet  
 Date/Time: March 21, 2018 (Wed), 5:30PM-7:30PM  
 Room: Cafeteria  
 Fee: No charge

Requested By: New Jersey School Boards Association  
 Use: CMCSBA 8th Grade Dialogue Program  
 Dates/Times: March 5, 2018 (Mon), 6:00PM-9:00PM  
 Room: Library  
 Fee: No charge

- Buildings and Grounds Committee Report – Mr. Oves, Chairperson  
 In Mr. Oves' absence, Mr. Braun gave a report of the Committee meeting.

## 2. Curriculum and Student Affairs

### A. Out of District Placements

The Board approves the following out of district placements for the 2017-18 School Year.

<u>Placement</u>	<u># of Students</u>	<u>District</u>	<u>Tuition</u>
CMCSSSD	5	OC	\$277,000
CMCSSSD	2	UT	\$ 76,650
Bancroft - Haddonfield	2	UT	\$ 91,157
Orchard Friends School	1	UT	\$ 41,424
CMCSSSD	3	SIC	\$153,300

B. Ocean City Free and Public Library Grant Application Submission

The Board authorizes the District's submission of a grant application to the Ocean City Free and Public Library for "Bringing the Wetlands to Life in Ocean City" for students in grades K-12. The program will take place from January 2018 to June 2018.

C. Cape May County Healthy Community Coalition Pride Survey

The Board approves the participation of students in grades 7th, 9th, 11th and 12th in the Cape May County Healthy Community Coalition *Pride Survey*.

D. High School Field Trip Request

The Board approves the attached High School Field Trip list.

E. Foreign Exchange Student

The Board approves the request made by ASSE International Student Exchange Program for placement of a foreign exchange student from Italy to attend the High School for the 2017-18 school year. In accordance with Board Policy and Regulation #5111, Eligibility of Resident/Nonresident Pupils, tuition will be waived for foreign exchange students on a J-a or F-a Visa.

- Curriculum and Student Affairs Committee Report – Mrs. McAlister, Chairperson  
Mrs. McAlister gave a report of the Committee meeting.

**3. Finance**

A. Bill List (Attachment #3.A)

The Board approves payment of bills for September 2017 in the amount of \$4,609,702.66.

B. Secretary and Monthly Cash Reconciliation Reports (Attachment #3.B)

The Board approves the Board Secretary's Monthly Financial Report and the Monthly Cash Reconciliation Report for July 2017 and August 2017.

C. Line Item Transfers (Attachment #3.C)

The Board approves the revenue and appropriation transfers for July 2017 and August 2017. The Board also acknowledges receipt of the State of NJ mandated transfer reconciliation form for July 2017 and August 2017.

D. Travel & Expense Reimbursement (Attachment #3.D)

The Board approves the September 2017 list of Board of Education Members and School District Staff travel and related expense reimbursements.

E. Blind and Visually Impaired Services

The Board approves the N.J. Commission for the Blind and Visually Impaired contract to provide services for the 2017-18 school year at a fee of \$1,900.

F. Funding from UT and OC MAC 2017-18

The Board accepts funding for the Ocean City High School for the 2017-18 school year from the Upper Township and Ocean City Municipal Alliance Committee (UT & OC MAC) as follows:

Intramural Program	\$400.00
Student Coalition Against Tobacco	\$400.00
Students Against Destructive Decisions	\$400.00
Drug Awareness and Prevention, 2017 Red Ribbon Week	\$350.00

4. **Personnel** (All motions are upon Superintendent's recommendation:)

A. Side Bar Agreement (Attachment #4.A)

The Board approves the attached Side Bar Agreement between the Ocean City Administrators' Association and the Ocean City Board of Education.

B. Statement of Assurance (Attachment #4.B)

The Board approves the attached Statement of Assurance listing the paraprofessional staff and their titles for the September 30, 2017 submission to the New Jersey Department of Education.

C. Substitutes and Sporting Event Workers (Attachment #4.C)

The Board approves the attached criminal history approved/HIB trained substitutes and sporting event workers for the 2017-18 school year.

D. New Hire - District Supportive Staff

The Board approves Margaret McCloskey, District nurse's aide, effective on or after October 2, 2017, through June 30, 2018, at a salary of \$32,789 (pro-rated), step 1.

E. High School Extension Program Certificated Staff and Stipends

The Board approves the following High School Extension Program certificated staff for the 2017-18 school year at a stipend of \$32 per hour:

Sean Flood, English teacher, not to exceed 6.5 hours per week

Jill Berenato, school nurse, working on a rotating basis, not to exceed 15 hours per week

F. High School Co-Curricular Activity/Club Volunteer Advisor

The Board approves Christopher Oliva, High School surf team volunteer club/advisor, for the 2017-18 school year.

G. Resignation - High School Coach

The Board accepts the resignation of Nicholas Matousch, High School boys' assistant crew coach, for the 2017-18 school year.

H. High School Coaches and Stipends\* for the 2017-18 School Year

The Board approves the following High School coaches and stipends\* for the 2017-18 school year:

Abby LaTorre, girls swimming assistant coach, at a stipend of \$5,135\*

Timothy Kelley, boys tennis head coach, at a stipend of \$6,680\*

Michael Cappelletti, boys tennis assistant coach, at a stipend of \$5,135\*

\*stipends pending finalized agreement

- I. Leave of Absence - High School Supportive Staff (Attachment #4.I)  
The Board approves employee #3030, an unpaid FMLA/NJFLA leave of absence, effective September 1, 2017, through September 21, 2017.
- J. Resignation - High School Supportive Staff  
The Board accepts the resignation of Cheryl Clearkin, High School part-time food service worker, effective as of September 22, 2017.
- K. Transfer of Supportive Staff  
The Board approves the transfer of Nicole Schweim, from High School part-time food service worker to Intermediate School part-time food service worker, effective September 28, 2017, with no change in salary.
- L. New Hire - High School Supportive Staff  
The Board approves Jennifer Gould, High School part-time food service worker, effective October 2, 2017 through June 30, 2018, at a salary of \$10,575 (pro-rated), step 1.
- M. New Hire - High School Supportive Staff  
The Board approves Chun Yen Liang, High School part-time food service worker, effective on or after October 2, 2017 through June 30, 2018, at a salary of \$10,575 (pro-rated), step 1.
- N. Short-Term Interim - High School Certificated Staff  
The Board approves Linda Spengler, High School short-term interim family and consumer science teacher, effective September 27, 2017 through on or before October 30, 2017, at a stipend of \$160 per diem.
- O. New Hire - High School Certificated Staff (Attachment #4.O)  
The Board approves Ashley Palmentieri, High School family and consumer science teacher, effective on or before October 31, 2017 through June 30, 2018, at a salary of \$49,044 (pro-rated), BA, step 1.
- P. Salary Revision - High School Administrative Staff  
The Board ratifies the salary of Dr. Matthew Jamison, High School Principal to \$159,056.92, effective July 1, 2017 through June 30, 2018.
- Q. Salary Classification Changes for District and High School Certificated Staff (Attachment #4.Q)  
The Board ratifies the attached District and High School certificated staff salary classification changes for the 2017-18 school year.
- Negotiations Committee Report – Mr. Bauer, Chairperson  
No report.

## 5. Policy

### A. Policies – 1st Reading (Attachment #5.A)

The Board approves the following replacements, additions and/or deletions to the Board Policy and/or Regulation Manuals.

#### New Regulation

7102 Site Selection and Acquisition

#### Revised Policies

2700 Services to Nonpublic School Students (M)

7100 Long-Range Facilities Planning (M)

7101 Educational Adequacy of Capital Projects

7102 Site Selection and Acquisition

7130 School Closing

7300 Disposition of Property

#### Revised Regulations

7100 Long-Range Facilities Planning (M)

7101 Educational Adequacy of Capital Projects

7300.2 Disposition of Land

7300.3 Disposition of Personal Property

7300.4 Disposition of Federal Property

#### Abolished Regulation

7300.1 Disposition of Instructional Property

#### For Your Information

##### Disclosure:

Attached are the listing of documents/records that the schools collect on students and staff members who have access to those records, per Policy 8330 – Student Records, and Family Educational Rights and Privacy Act (FERPA).

- Policy Committee Report – Mrs. Prettyman, Chairperson  
No report.

## 6. District Communications

- District Communications Committee Report - Ms. Gallelli-Keyes, Chairperson  
Ms. Gallelli-Keyes gave a report of the Committee meeting.

***Motion by Mr. Braun, seconded by Ms. Gallelli-Keyes, and carried unanimously, the Board of Education (Ocean City Representatives) approved the following Superintendent’s recommendations by “roll call vote.”***

## 1. Buildings and Grounds

### B. Use of Facilities (Ocean City Representatives Only)

The Board approves the following request for the use of the Intermediate School:

#### Intermediate School

Requested By: City of Ocean City  
Use: Travel Basketball Practices  
Dates/Times: December 12, 2017 – March 27, 2018\* (Tues), 5:30PM-9:00PM  
November 2, 2017-March 29, 2018\* (Thurs), 5:30PM-9:00PM  
\*not available when school is closed  
Room: Gym  
Fee: No charge

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Requested By: City of Ocean City  
Use: Dixie Howell Basketball Tournament  
Dates/Times: December 15, 2017 (Fri), 4:00PM-8:00PM  
December 16, 2017 (Sat), 9:00AM-4:00PM  
December 18, 19 and 20, 2017 (Mon, Tues and Wed), 3:30PM-8:30PM  
Room: Gym  
Fee: No charge

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Requested By: Ocean City Junior Wrestling  
Use: Junior Wrestling Matches  
Dates/Times: 2018: 1/5, 1/12, 1/19, 2/2 and 2/19 (Fri), 5:30PM-9:00PM  
Room: Gym  
Fee: No charge

## 2. Curriculum and Student Affairs

### F. Intermediate School Field Trip Request (Ocean City Representatives Only)

The Board approves the attached Intermediate School Field Trip list.

### G. Intermediate School Extended Support Program for Students (Ocean City Representatives Only)

The Board approves the Afterschool Help Program for Students in grades 4-8. The Program will run from early December 2017 through April 2018. The cost of the Program is for 10 teachers @ \$32/hour, not to exceed 140 hours or a total of \$4,500.

### H. Ease Program and Title I Parent Meetings (Ocean City Representatives Only)

The Board approves the EASE Program for the Title I students in grades K-3. The Program will run from mid-October 2017 to March 29, 2018. The cost of the Program is for a maximum of 8 teachers @ \$32/hour, not to exceed 630 hours or a total of \$20,160. All expenses will be paid for with FY2018 NCLB, Title I funding.

### 3. Finance

G. Funding from UT and OC MAC 2017-18 (Ocean City Representatives Only)

The Board accepts funding for the Ocean City Intermediate and Primary Schools' Drug Awareness and Prevention 2017 Red Ribbon Week from the Upper Township and Ocean City Municipal Alliance Committee (UT & OC MAC) as follows:

Intermediate School

Supplies	\$350.00
Camfel Presentations	\$695.00

Primary School

Supplies	\$350.00
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### 4. Personnel (All motions are upon Superintendent's recommendation:)

R. Salary Classification Changes for Intermediate and Primary Schools' Certificated Staff (Attachment #4.R) (Ocean City Representatives Only)

The Board ratifies the attached Intermediate and Primary Schools' certificated staff salary classification changes for the 2017-18 school year.

S. Short-Term Leave Replacement - Primary School Certificated Staff (Ocean City Representatives Only)

The Board approves Victoria Conner, short-term leave replacement elementary school teacher, effective November 20, 2017 through on or before March 29, 2018, at a stipend of \$160 per diem.

T. Leave of Absence - Intermediate School Certificated Staff (Attachment #4.T) (Ocean City Representatives Only)

The Board approves employee #2592, a paid leave of absence, effective November 27, 2017, through on or before January 31, 2018; an unpaid FMLA/NJFLA leave of absence, effective on or before February 1, 2018 through on or before April 25, 2018; and an extended unpaid leave of absence, effective on or before April 26, 2018 through June 30, 2018.

U. Leave of Absence - Primary School Non-Affiliated Staff (Attachment #4.U) (Ocean City Representatives Only)

The Board approves employee #2277, a paid leave of absence, effective September 22, 2017 through on or before October 30, 2017.

### APPROVAL OF MINUTES:

Motion by Mr. Bauer, seconded by Mr. Braun, and carried unanimously by roll call vote, the Board of Education approved the minutes of the August 23, 2017 Regular Meeting as presented.

### UNFINISHED BUSINESS:

There was no unfinished business.

### NEW BUSINESS:

Student Representatives will attend next month's Board meeting.



**PUBLIC COMMENTS:**

There were no public comments.

**BOARD COMMENTS:**

Board comments included discussion on Cape May County School Board Association Meetings, the new Lego room and renovations to Ocean City High School Room D102.

**BOARD PRESIDENT COMMENTS:**

There were no Board President comments.

**EXECUTIVE SESSION:**

Motion by Mrs. Newman, seconded by Mrs. McAlister and carried unanimously to adopt a resolution to go into Executive Session.

President Clark stated: WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances,

WHEREAS, the Open Public Meetings Act requires the Board to adopt a resolution at a public meeting to go into private sessions; now therefore,

BE IT RESOLVED by the Ocean City Board of Education, that it is necessary to meet in executive session to discuss certain items involving: Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: Attorney-Client Privilege.

BE IT FURTHER RESOLVED that any discussion held by the Board which need not remain confidential will be made public as soon as feasible. The minutes of the executive session will not be disclosed until the need for confidentiality no longer exists.

FURTHER RESOLVED that the Board of Education will not return to open session to conduct business at the conclusion of the Executive Session.

The meeting adjourned into Executive Session at 8:31 p.m.

**RECONVENE MEETING:**

Motion by Mrs. Newman, seconded by Mrs. McAlister and carried unanimously to reconvene the meeting at 8:55 p.m.

**ADJOURNMENT:**

Motion by Mrs. Newman, seconded by Mrs. McAlister and carried unanimously to adjourn the meeting at 8:55 p.m.

Respectfully submitted,

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Timothy E. Kelley  
Business Administrator/  
Board Secretary

/sp