

**Ocean City Board of Education
Regular Meeting Agenda
Wednesday, June 22, 2016
7:00 p.m. – High School Auditorium**

This meeting is in compliance with the Open Public Meeting Law, and has been duly advertised in the Annual Notice.

- A. Call to Order
- B. President's Announcement of Adequate Meeting Notice
- C. Salute to the Flag
- D. Roll Call
- E. Presentations
 - 1. Student Athletes
 - 2. Eagle Scout Recognitions
 - 3. Staff Recognitions
- F. Public Comments (on Agenda Items Only)
- G. Presentation of Superintendent's Report/Information Items
 - 1. Buildings and Grounds
 - 2. Curriculum and Student Affairs
 - 3. Finance
 - 4. Personnel
 - 5. Policy
 - 6. District Communications
- H. Vote on Board Resolutions (Full Board)
- I. Vote on Board Resolutions (Ocean City Representatives Only) (Resolutions 1.B, 2.D, 2.E, 3.O, 3.P, 3.Q, 4.S, 4.T, 4.U, 4.V, 4.W, 4.X, 4.Y)
- J. Approval of Minutes
 - 1. Regular Meeting and Executive Session – May 25, 2016 (Attachment J.1)
- K. Unfinished Business
- L. New Business
- M. Public Comments
- N. Board Comments
- O. Board President's Report/Comments
- P. Executive Session (not open to the public)
- Q. Reconvene Public Session
- R. Adjournment

OFFICE OF THE
SUPERINTENDENT OF SCHOOLS

TO: Ocean City Board of Education
FROM: Dr. Kathleen Taylor, Superintendent of Schools
RE: June 22, 2016 Regular Board Meeting

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

1. Buildings and Grounds

A. Use of Facilities

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

Requested By: City of Ocean City
Use: Football Game – Lansdale Catholic vs. William Penn Charter School
Date/Time: September 3, 2016 (Sat), 8:00AM-1:00PM
Rooms: Locker Rooms, Exterior Rest Rooms
Fee: \$315.00

B. Use of Facilities (Ocean City Representatives Only)

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

Requested By: Shore Shooters Academy
Use: Basketball Training
Dates/Times: June 28, June 30; July 5 and 7, 2016 (Tues & Thurs), 10:00AM-12:00PM
July 12 and 14, 2016 (Tues and Thurs), 1:30PM-3:30PM
July 19, 21, 26 and 28; August 2, 4, 9 and 11, 2016 (Tues & Thurs),
10:00AM-12:00PM
Room: Gym
Fee: \$840.00

Informational Items

Fire Drills

Ocean City High School May 12, 2016
Ocean City Intermediate School May 26, 2016
Ocean City Primary School May 19, 2016

Security Drills

Ocean City High School May 17, 2016
Ocean City Intermediate School May 31, 2016
Ocean City Primary School May 20, 2016

- Discussion
- Buildings and Grounds Committee Report – Mr. Oves, Chairperson

2. Curriculum and Student Affairs

A. Code of Student Conduct (Attachment #2.A)

The Board approves the attached School District's K-12 Code of Student Conduct.

B. High School Field Trip Request (Attachment #2.B)

The Board approves the attached High School Field Trip list.

C. Submission of the Project Lead the Way (PLTW) Agreement

The Board approves the Project Lead The Way Agreement for the 2016-17 school year.

D. Primary School Field Trip Request (Attachment #2.D) (Ocean City Representatives Only)

The Board approves the attached Primary School Field Trip list.

E. Harassment, Intimidation and Bullying (HIB) Case Findings (Attachment #2.E) (Ocean City Representatives Only)

The Board adopts and approves Harassment, Intimidation and Bullying (HIB) Case Findings as reported in the attached.

Informational Items (Attachments)

Out-of-School Suspension Reports for May 2016

- Discussion
- Curriculum and Student Affairs Committee Report – Mrs. McAlister, Chairperson

3. Finance

A. Bill List (Attachment #3.A)

The Board approves payment of bills for June in the amount of \$4,855,643.71.

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 May 2016.

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

The Board approves the revenue and appropriation transfers for May 2016.

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

The Board approves the June 2016 list of Board of Education Members and School District Staff travel and related expense reimbursements.

E. Food Service Report (Attachment #3.E)

The Board accepts the Food Service Monthly Finance Report for June 2016.

F. Transportation Contract

The Board accepts the following transportation bids for 2016-17 Student Transportation Services subject to contract approval by the Executive County Superintendent of Schools:

2016-17 Student Transportation Services – Base Bid

	<u>Sheppard Bus Service</u>	<u>First Student, Inc.</u>
Base Bid	\$6,380.00 per diem	\$4,895.30 per diem
Bulk Bid Deduction	45%	0%
Net Bid	\$3,509.00 per diem	\$4,895.30 per diem

And awards the Base Bid to Sheppard Bus Service in the amount of \$3,509.00 per diem.

The Board rejects the following transportation bids for the 2016-17 Student Transportation Services:

2016-17 Student Transportation Services – Alternate #1 Field Trips and Shuttles

	<u>First Student, Inc.</u>
Base Bid	\$1,169.00 per diem
Bulk Bid Deduction	0%
Net Bid	\$1,169.00 per diem

2016-17 Student Transportation Services – Alternate #2 Charter/Non-Public Transportation Services

	<u>Sheppard Bus Service</u>	<u>First Student, Inc.</u>
Base Bid	\$410.00 per diem	\$336.20 per diem
Bulk Bid Deduction	45%	0%
Net Bid	\$410.00 per diem	\$336.20 per diem

G. Outstanding Checks (Attachment #3.G)

The Board approves the cancellation of the attached, outstanding, stale-dated checks from the 2015-16 school year.

H. Dental Insurance (Attachment #3.H)

The Board approves a contract with Horizon Dental to provide dental insurance for the District July 1, 2016 - June 30, 2018.

I. Interlocal Agreement with Sea Isle City Board of Education (Attachment #3.I)

The Ocean City Board of Education approves the execution of the Interlocal Agreement with the Sea Isle City Board of Education for Business Office Services in the amount of \$33,000 for the fiscal year 2016-17.

J. Food Service Management Contract

Resolved that the Ocean City Board of Education approves the contract with ARAMARK Education Services, Inc., Philadelphia, PA (hereinafter "ARAMARK") for the provision of food service management services for the period July 1, 2016 through June 30, 2017, including but not limited to the following fees and guarantees:

1. The Ocean City School District shall reimburse ARAMARK for all Reimbursable Items. In addition, the Ocean City School District shall pay ARAMARK an allowance for its General and Administrative Expense of \$22,313 or \$0.0676 per meal served under the National School Lunch and Breakfast Programs and for each Meal Equivalent served. The Ocean City School District shall reimburse ARAMARK a Management Fee of \$6,451 or \$0.0206 per meal served under the National School Lunch and Breakfast Programs and for each Meal Equivalent served. The total of such reimbursable items, the allowance for ARAMARK's General and Administrative Expense, and the Management Fee shall be referred to as Ocean City School District's Financial Obligation. General and Administrative Expense means ARAMARK's allowance for the financial reporting, legal, tax and audit services, and the management oversight provided to client locations by ARAMARK at the regional and corporate levels.
2. The number of National School Lunch and Breakfast Program meals served to children shall be determined by actual count. A "Meal Equivalent" provided by ARAMARK is determined by dividing the total cash receipts, other than from sales of National school Lunch Program Meals and School Breakfast Program Meals or Cash Equivalents by the Equivalency Factor. The Equivalency Factor used to determine the number of meal equivalents served by ARAMARK shall be the amount of \$1.00.
3. ARAMARK will guarantee that the school food service program for the 2016-17 school year will operate at a subsidy not to exceed \$42,982.30. Aramark will guarantee this subsidy up to the totals of Aramark's management and administrative fees.

K. Transfer of Current Year Surplus to Maintenance Reserve

WHEREAS, NJAC 6A:23A-14.2 permits a Board of Education to establish and/or deposit into maintenance reserve accounts at year end, and

WHEREAS, the aforementioned code authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts no later than June 30, 2016 by board resolution for foreseeable future tuition adjustments for formal sending/receiving relationships, and

WHEREAS, the Ocean City Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Maintenance Reserve account at year end, and

WHEREAS, the Ocean City Board of Education has determined that an amount not to exceed \$925,000 for the 2016-17 year is a reasonable maintenance reserve and is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Ocean City Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

L. Transfer of Current Year Surplus to Capital Reserve

WHEREAS, NJSA 18A:21-2, NJSA 18A:7G-31, and NJSA 18A:7F-41 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts no later than June 30, 2016 by board resolution, and

WHEREAS, the Ocean City Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Capital Reserve account at year end, and

WHEREAS, the Ocean City Board of Education has determined that an amount not to exceed \$1,300,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Ocean City Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

M. Transfer of Current Year Surplus to Tuition Reserve

WHEREAS, NJAC 6A:23A-14.4(a)(3) permits a Board of Education to establish and/or deposit into tuition reserve accounts at year end, and

WHEREAS, the aforementioned code authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer unanticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution for foreseeable future tuition adjustments for formal sending/receiving relationships, and

WHEREAS, the Ocean City Board of Education wishes to transfer unanticipated excess current year revenue or unexpended appropriations from the general fund into a Tuition Reserve account at year end, and

WHEREAS, the Ocean City Board of Education has determined that an amount not to exceed \$500,000 for the 2015-16 year is a reasonable tuition reserve and is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Ocean City Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

N. Donation

The Board accepts a donation from the Sea Isle City Board of Education for the OC Life21 Program in the amount of \$33,000 and in the amount of \$24,000 for educational supplies for the Ocean City Intermediate and Primary Schools.

O. AtlantiCare Cash Prize (Ocean City Representatives Only)

The Board accepts a cash award in the amount of \$300 for the Primary School from AtlantiCare as part of the AtlantiCare's Turn Your School Wellness into Wealth Program and is to be used to fund additional school health initiatives.

P. Donations (Ocean City Representatives Only)

The Board accepts the following donations from the Ocean City PTA.

Intermediate School

National Honor Society Fee	\$ 385.00
Organizers for 4 th grade class	\$ 89.95
Instrument Lockers for Band	\$5,503.86
Chromebooks for 6 th grade	\$3,500.00
"Battle of the Books" winners – 7 th * 8 th grades	\$ 825.00

Primary School

iPad keyboards for 2 nd grade	\$4,714.60
iPad cases for 1 st grade	\$ 500.00
Color Laser Printer for Kindergarten	\$ 494.00

Q. Payment Application #10 to 3R Painting and Contracting, Inc. (Attachment #3.Q) (Ocean City Representatives Only)

The Board approves Payment Application #10 in the amount of \$170,810.10 to 3R Painting and Contracting, Inc. for the Primary School Renovations Project as certified by the Board Engineer.

• Discussion

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

A. Substitutes (Attachment #4.A) – roll call vote

The Board approves the attached criminal history approved/HIB trained substitutes for summer 2016 and the 2016-17 school year.

B. Homebound Instructors – roll call vote

The Board approves the following homebound instructors for summer 2016 and the 2016-17 school year, at a rate of \$30 per hour:

Albert Lackman, Teacher of the Handicapped

Gina Sakenas, Elementary School Teacher

C. Resignation - High School Certificated Staff – roll call vote

The Board accepts the resignation of Ricardo Valle, High School Teacher of Music, effective as of July 1, 2016.

D. Resignation - High Co-Curricular Activity Advisor – roll call vote

The Board accepts the resignation of Gregory Wheeldon, High School assistant yearbook advisor, for the 2016-17 school year.

E. Retirement – High School Certificated Staff – roll call vote

The Board accepts with deep regret the retirement of Thomas Park, High School Teacher of Business, effective as of July 1, 2016.

F. Child Study Team Summer Secretarial Services and rate – roll call vote

The Board approves the following supportive staff to perform child study team summer secretarial services at a rate of \$15.00 per hour, not to exceed a total of 30 hours:

Nancy Barbetto

Pamela Schad

G. Extended School Year Program Substitutes – roll call vote

The Board approves the following substitutes on an as needed basis for the 2016 extended school year program, effective June 20, 2016 through August 26, 2016:

Nancy Barbetto, substitute teacher

Bruce Hunt, substitute teacher

Jill Geller, substitute school nurse

H. New Hire – District Supportive Staff – roll call vote

The Board approves Shane Graves, special education aide, effective September 1, 2016 through June 30, 2017, at step 2, 7 hours per day, \$21,095, (includes \$600 educational stipend).

I. New Hire – District Supportive Staff – roll call vote

The Board approves Taylor Reeves, special education aide, effective September 1, 2016 through June 30, 2017, at step 2, 7 hours per day, \$21,095, (includes \$600 educational stipend).

J. New Hire – District Supportive Staff – roll call vote

The Board approves Kara Janson, special education aide, effective September 1, 2016 through June 30, 2017, at step 2, 7 hours per day, \$21,095, (includes \$600 educational stipend).

- K. New Hire – High School Certificated Staff (Attachment #4.K) – roll call vote
The Board approves Thomas Ballezzi, Jr., Teacher of Mathematics, effective September 1, 2016 through June 30, 2017, at BA, step 1, \$48,574.
- L. New Hire – High School Certificated Staff (Attachment #4.L) – roll call vote
The Board approves Kaitlyn Zucaro, Teacher of English, effective September 1, 2016 through June 30, 2017, at MA*, step 1, \$56,686*.
- M. Change in Assignment – roll call vote
The Board approves Mary Greenfield, World Language Teacher, to activate her English as a Second Language certification for the 2016-17 school year.
- N. High School Co-Curricular Activity Sponsors and Stipends (Attachment #4.N) – roll call vote
The Board approves the High School co-curricular activity sponsors and stipends for the 2016-17 school year.
- O. High School Coaches, Stipends and Volunteers (Attachment #4.O) – roll call vote
The Board approves the attached High School coaches, stipends and volunteers for the 2016-17 school year.
- P. Transfer of Certificated Staff – roll call vote
The Board approves the transfer of Edward Hirsch, Special Education Teacher from the High School to the Intermediate School, effective for the 2016-17 school year.
- Q. High School Extension Program Certificated Staff and Stipends (Attachment #4 Q) – roll call vote
The Board approves the attached High School Extension Program certificated staff, at a rate of \$30 per hour, for the 2016-17 school year.
- R. New Job Descriptions – (Attachment #4.R) - roll call vote
The Board approves the attached new job descriptions for the following positions:
Teacher of Computer Science Technology
Mascot Club Advisor
OC Life21 Advisor
- S. Intermediate and Primary Schools' Extended School Year Aide and Stipend – roll call vote (Ocean City Representatives Only)
The Board approves Kendra Allegretto, Intermediate and Primary Schools' 2016 extended school year aide, at a \$15 per hour, for 20 sessions (actual number of hours based on student enrollment).
- T. Intermediate and Primary Schools' Co-Curricular Activity Sponsors and Stipends (Attachment #4.T) - roll call vote (Ocean City Representatives Only)
The Board approves the attached Intermediate and Primary Schools' co-curricular activity sponsors for the 2016-17 school year.

*pending official transcripts by August 1, 2016

U. Intermediate School Coaches and Stipends (Attachment #4.U) – roll call vote (Ocean City Representatives Only)

The Board approves the attached Intermediate School coaches and stipends for the 2016-17 school year.

V. Intermediate and Primary Schools' Cafeteria Persons-in-Charge – roll call vote (Ocean City Representatives Only)

The Board approves the following Intermediate and Primary Schools' cafeteria persons-in-charge for the 2016-17 school year at a stipend of \$400 per year:

Marianne Naddeo, Intermediate School

Theresa Boylan – Primary School

W. New Hire – Intermediate School Supportive Staff - roll call vote (Ocean City Representatives Only)

The Board approves Jennifer Dwyer, Intermediate School supervisory aide, effective September 1, 2016 through June 30, 2017, step 2, 8 hours per day, \$23,442.

X. Short-Term Leave Replacement – Intermediate School Certificated Staff - roll call vote (Ocean City Representatives Only)

The Board approves Jordan Caplan, Intermediate School short-term leave replacement sixth grade science teacher, effective September 1, 2016 through on or before December 15, 2016, at \$160 per diem.

Y. Short-Term Leave Replacement – Intermediate School Certificated Staff - roll call vote (Ocean City Representatives Only)

The Board approves Kimberly Becher, Intermediate School short-term leave replacement seventh grade mathematics teacher, effective September 1, 2016 through on or before October 14, 2016, at \$160 per diem.

- Discussion
- Negotiations Committee Report – Mr. Bauer, Chairperson

5. Policy

A. Policies – 2nd Reading (Attachment #5.A)

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

- Revised Policies
 - 3431.1 Family Medical Leave – Teaching Staff Members
 - 4431.1 Family Medical Leave – Support Staff Members
 - 5111 Eligibility of Resident/Nonresident Students

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

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

- New Policies
 - 8315 Data Breach
 - 8331 Student Data Privacy
- Revised Policies
 - 9541 Student Teachers
 - 5460 High School Graduation
 - 5530 Substance Abuse
 - 5306 Health Services to Nonpublic Schools
- Revised Regulation
 - 5530 Substance Abuse

C. Bylaw – 2nd Reading (Attachment #5.C)

The Board approves the following replacements, additions and/or to the Board Bylaws.

- New Bylaw
 - a. 0168 Recording of Board Meetings

Informational Item

The following Board Self-Evaluation results:

- Board Priorities
 - Board Operations
 - Finance
- Board Goals
 - Ensure effective board operation through bylaws and effective meeting procedures
 - Proactively budgeting for future years in times of uncertain State aid
 - Continuing an effective community relations program
- Methods of Board Professional Development
 - NJ School Boards Association weekly bulletins and monthly magazine
 - NJ School Boards Association Annual Conference
 - NJ School Boards Association Trainings
 - Ocean City School Board Workshops and Trainings

- Discussion
- Policy Committee Report – Mrs. Prettyman, Chairperson

6. District Communications

- Discussion
- District Communications Committee Report - Ms. Gallelli-Keyes, Chairperson