

## MINUTES OF REGULAR MEETING

JUNE 25, 2014

### CALL TO ORDER

The Regular meeting of the Ocean City Board of Education was called to order by President Joseph Clark on Wednesday, June 25, 2014 at 6:00 p.m. at the Ocean City High School Community Room, 501 Atlantic Avenue, Ocean City, NJ.

### OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

President Joseph 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 Atlantic City Press.

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

### ROLL CALL OF MEMBERS

On roll call, members present were Jon Batastini, Kim Breckley (arrived at 6:40 p.m.), Jill Casaccio, Raymond Clark, Cecilia Gallelli-Keyes, William Holmes, Peter Madden (arrived at 6:11 p.m.), Jacqueline McAlister, Thomas R. Oves, Jr., J. Tiffany Prettyman and Joseph S. Clark, Jr. Also present were Kathleen Taylor, Ed.D., Superintendent, Pat Yacovelli, Business Administrator/Board Secretary and Michael Stanton, Esquire. Member absent was H. James Bauer. There were members of the public present.

### EXECUTIVE SESSION:

Motion by Mr. Holmes, seconded by Mrs. Casaccio and carried unanimously to adopt a resolution to go into Executive Session.

President Joseph 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 of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: Staff Discipline Matter; matters concerning negotiations, and specifically: OCAA Grievance, OCEA and Superintendent's Contract; and matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: Student Residency Matters.

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 return to open session.

The meeting adjourned into Executive Session at 6:04 p.m.

### RECONVENE MEETING:

The Board meeting reconvened at 7:06 p.m.

**PRESENTATIONS:**

Dr. Taylor and the Board recognized the following:  
Academic Achievements  
Athletic Achievements  
Staff Recognitions

Dr. Taylor and the Board recognized Board Member Peter Madden.

**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.

**1. Buildings and Grounds**

Informational Items

Fire Drills

Ocean City High School	May 29, 2014
Ocean City Intermediate School	May 30, 2014
Ocean City Primary School	May 19, 2014

Security Drills

Ocean City High School	May 21, 2014
Ocean City Intermediate School	May 23, 2014
Ocean City Primary School	May 20, 2014

- Buildings and Grounds Committee Report – Mr. Oves, Chairperson  
Mr. Oves gave a report of the committee meeting.

***Motion by Mr. Holmes, seconded by Mr. Raymond Clark and carried unanimously, except as noted below, the Board of Education approved the following Superintendent’s recommendations by “roll call vote.” Member absent was Mr. Bauer.***

**2. Curriculum and Instruction**

A. Out of District Placements – Extended School Year (ESY)

The Board approves the following out-of-district placements for the 2014-15 school year Extended School Year Program:

<u>Placement</u>	<u>Number of Students</u>	<u>School District</u>	<u>Tuition Cost</u>
CMCSSD	2 + 2 1:1 aides	OC	\$11,940

B. High School Field Trip Request

The Board approves the attached High School Field Trip list.

C. Early Fall Sports' Practices

The Board approves early practices for the following High School teams:

- Boys' Cross Country June 30, 2014
- Girls' Cross Country July 21, 2014
- Boys' Soccer June 23, 2014
- Football June 30, 2014
- Field Hockey June 30, 2014

Informational Items (Attachments)

Out-of-School Suspension Reports for May 2014.

Harassment, Intimidation and Bullying investigation reports.

• Curriculum and Student Affairs Committee Report – Mr. Bauer, Chairperson

In Mr. Bauer's absence, Dr. Taylor and Mrs. Prettyman gave a report of the committee meeting.

Dr. Taylor spoke on the Instructional Improvement System (IIS) Grant Program Award.

3. **Finance**

A. Bill List (Attachment #3.A)

The Board approves payment of bills for June 2014 in the amount of \$4,937,918.56.

***Motion carried with the following vote to abstain: Mr. Madden and Mrs. McAlister.***

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

The Board approves the June 2014 list of Board of Education Members and School District Staff travel and related expense reimbursements.

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

The Board accepts the Food Service Monthly Finance Report for April 2014 and May 2014.

D. Outstanding Checks (Attachment #3.D)

The Board approves the cancellation of the attached outstanding, stale-dated checks from the 2013-14 school year.

E. Payment Application #2 to Thermal Piping (Attachment #3.E)

The Board approves Payment Application #2 in the amount of \$34,839.00 to Thermal Piping for the High School HVAC Mechanicals Project as certified by the Board Engineer.

F. Dental Insurance (Attachment #3.F)

The Board approves a contract with Horizon Dental to provide dental insurance for the District from July 1, 2014 to June 30, 2016.

G. IDEA Fiscal Year 2015 Grant Application Submission

The Board authorizes the District's submission of the IDEA fiscal year 2015 grant application for the following amounts:

- IDEA Basic       \$521,351
- IDEA Preschool   \$ 14,226

H. IDEA Consortium 2015

The Board authorizes the Ocean City School District to be the lead agency in the fiscal year 2015 IDEA Consortium with the Sea Isle City School District as the participant agency.

I. Athletic Trainer (Professional Service)\*

The Board approves Rothman Institute/AtlantiCare for a full time Athletic Trainer for the Ocean City School District from July 1, 2014 through June 30, 2015 at a cost of \$68,578.

\*This professional service appointment is recommended for approval as an authorized exception to the Public School Contracts Law (N.J.A.C. 6:20-8.1 through 6:20-8.7 and N.J.S.A. 18A: 18A-1, et seq.) competitive bidding requirements.

J. Uniform Rental Services

The Ocean City Board of Education authorizes the leasing of employee uniforms for the Facilities Department, Food Services Department and Technology Department from Cintas Corporation for the 2014-15 fiscal year in an amount not to exceed \$4,000.

K. Band Uniforms Bid

The Board advertised a bid for High School Marching Band uniforms with a bid opening date of Tuesday, June 24, 2014. The Board received a bid from DeMoulin Brothers & Company in the amount of \$49,164.04 and awards the uniforms to DeMoulin Brothers & Company in the amount of \$49,164.04. A second firm, Stanbury Uniforms, did request the bid specifications but did not submit a bid.

L. Bid Rejection – Waste Piping Renovations at the Ocean City Intermediate School

The Ocean City Board of Education received the following bids on June 11, 2014 for Waste Piping Renovations at the Ocean City Intermediate School and hereby rejects all bids because they both exceed the budgeted funds for this project.

Bidder	Base Bid	Alternate Bid #1	Total
Falasca Mechanical	\$ 165,000	\$ 81,600	\$ 246,600
Kisby Shore Corp.	\$ 401,800	\$ 108,000	\$ 509,800

M. Hi-Nella Board of Education Joint Purchasing System Agreement

The Ocean City Board of Education approves the following resolution:

WHEREAS *N.J.S.A. 40A:11-11(10)* authorizes contracting units to establish a Joint Purchasing System and to enter into a Joint Purchasing Agreement for its administration; and

WHEREAS Hi-Nella School District, hereinafter referred to as the “Lead Agency” has offered voluntary participation in a Joint Purchasing System for the provision and performance of goods and services; and

WHEREAS, on June 25, 2014, the governing body of the **Ocean City Schools**, County of **Cape May**, State of New Jersey duly considered participation in a Joint Purchasing System for the provision and performance of goods and services,

NOW, THEREFORE BE IT RESOLVED as follows:

**TITLE**

This Resolution shall be known and may be cited as the Hi-Nella Joint Purchasing Resolution of the **Ocean City Schools**.

**AUTHORITY**

Pursuant to the provisions of *N.J.S.A. 40A:11-10* the Board Secretary is hereby authorized to enter into a Joint Purchasing Agreement with the Lead Agency.

**CONTRACTING UNIT**

The Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (*N.J.S.A. 40A:11-1 et seq.*) and all other provisions of the revised statutes of the State of New Jersey.

**EFFECTIVE DATE**

This resolution shall take effect immediately upon passage.

**N. Transfer of Current Year Surplus to Tuition Reserve**

WHEREAS, NJAC 6A:23-3.1(f) 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 no later than June 30, 2014 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 \$675,000 for the 2014-15 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.

**O. 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, 2014 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 \$1,850,000 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.

Q. Acceptance of Local Grant from Sea Isle City Board of Education

The Board approves the acceptance of a local grant from the Sea Isle City Board of Education in the amount of \$289,000 for Ocean City School District's visual and performing arts, science and enhancements and drug awareness/prevention program.

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

A. Substitutes (Attachment #4.A)

The Board approves the attached criminal history approved/HIB trained substitutes for summer 2014 and the 2014-15 school year.

B. Homebound Instructors

The Board approves the following homebound instructors for the 2014-15 school year at a rate of \$30\* per hour:

Albert Lackman, Teacher of the Handicapped  
Gina Sakenas, Elementary School Teacher

C. High School Extension Program Teachers and School Nurses (Attachment #4.C)

The Board approves the attached High School Extension Program Teachers and School Nurses for the 2014-15 school year at a stipend of \$30\* per hour.

D. Summer Substitute Craftsman Help

The Board approves William Nickles, III as a substitute craftsman for summer 2014 beginning June 25, 2014 through August 31, 2014, at a stipend of \$17 per hour, total hours not to exceed 300 hours.

E. Summer Substitute Technology Help

The Board approves Randy Howell, substitute technology services for summer 2014 beginning June 25, 2014 through August 31, 2014, at a stipend of \$17 per hour, total hours not to exceed 350 hours.

F. Support Staff Resignation

The Board accepts the resignation of Thomas McCool, High School Custodian, effective as of June 23, 2014.

\*pending negotiations

G. New Employment – High School Certificated Staff (Attachment #4.G)

The Board approves the employment of Abby Mullen, High School Teacher of Health and Physical Education, effective September 1, 2014 through June 30, 2015, at BA, step 1, \$47,777\*.

H. New Employment – High School Certificated Staff (Attachment #4.H)

The Board approves the employment of Jenna McCoy, High School Teacher of English, effective September 1, 2014 through June 30, 2015, at BA, step 1, \$47,777\*.

I. Reappointment of Superintendent

WHEREAS, an employment contract exists between the Ocean City Board of Education (“Board”) and Kathleen Taylor, Ed.D., Superintendent that is scheduled to expire on June 30, 2015; and

WHEREAS, pursuant to N.J.S.A. 18A:17-20.1, the Board desires to reappoint Dr. Taylor for another contract term of five years, subject to agreement on employment terms and conditions; and

NOW THEREFORE BE IT RESOLVED by the Board as follows:

1. The Board desires to reappoint Dr. Taylor as Superintendent upon the expiration of her current contract, June 30, 2015, subject to a mutual agreement on terms and conditions of employment;
2. The Board shall enter negotiations and discussions with Dr. Taylor as to the terms and conditions of her continued employment as Superintendent for the Board beyond June 30, 2015; and
3. Upon agreement to terms and conditions of employment, the Board will present a proposed form of contract for approval to all appropriate entities/individuals as necessary.

J. Business Administrator’s Contract Renewal (Attachment #4.J)

The Board approves the renewal of Pasquale Yacovelli, School Business Administrator/Board Secretary’s contract effective July 1, 2014 through June 30, 2015. This contract has been approved by the Executive County Superintendent.

K. Revised Leave of Absence – District Supportive Staff (Attachment #4.K)

The Board approves Employee #3420, a revised FMLA unpaid leave of absence, effective ½ day May 28, 2014 through June 20, 2014, returning to work June 23, 2014.

L. Revised Leave of Absence – High School Certificated Staff (Attachment #4.L)

The Board approves Employee #0750, a revised paid leave of absence, effective April 29, 2014 through June 30, 2014.

M. Leaves of Absence – High School Certificated Staff (Attachment #4.M)

The Board approves the following High School Certificated Staff leaves of absence:

Employee #0348, a paid leave of absence, effective May 21, 2014 through June 30, 2014.

Employee #3027, a paid leave of absence, effective September 1, 2014 through September 29, 2014, an unpaid FMLA leave of absence, effective September 30, 2014 through October 3, 2014, and an unpaid FMLA/NJFLA leave of absence, effective October 6, 2014 through November 5, 2014, returning to work November 10, 2014.

Employee #1230, a paid administrative leave, effective June 11, 2014.

\*pending negotiations

- Negotiations Committee Report – Mr. Peter Madden, Chairperson  
Mr. Madden gave an update on Negotiations.

## 5. Policy

### A. Policies – 1<sup>st</sup> Reading

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

#### 1. New Policies

- a. 6511 Direct Deposit
- b. 8507 Breakfast Offer Versus Service (OVS)
- c. 8508 Lunch Offer Versus Serve (OVS)

#### 2. Delete Current Board Regulation

- R3222 Evaluation of Tenured Teaching Staff Members

#### 3. New Regulation

- R3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators

### B. Policies – 2<sup>nd</sup> Reading

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

#### 1. Delete Current Board Bylaw

- 0141 Board Member Number and Term

#### 2. New Bylaw

- 0141 Board Member Number and Term

#### 3. New Policy

- 1581 Victim of Domestic or Sexual Violence Leave

#### 4. Revised Policies

- a. 3230 Outside Activities
- b. 3240 Professional Development for Teachers & School Leaders
- c. 4230 Outside Activities

#### 5. New Regulations

- a. R3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M)
- b. R3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)

- Policy Committee Report – Mrs. Jacqueline McAlister, Chairperson  
Mrs. McAlister gave a report of the committee meeting.



## 6. Public Relations

### A. Seal (Attachment #6.A)

The Board approves the attached Seal for the Ocean City School District.

- Public Relations Committee Report - Mr. Raymond Clark, Chairperson  
Mr. Raymond Clark gave a report of the Committee meeting.

*Motion by Mr. Raymond Clark, seconded by Mr. Madden and carried unanimously by the Ocean City Board of Representatives, the Board of Education approved the following Superintendent's recommendations by "roll call vote." Member absent was Mr. Bauer.*

## 2. Curriculum and Instruction

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

The Board approves the attached Intermediate School Field Trip list.

### E. Primary School Field Trip Request (Ocean City Representatives Only)

The Board approves the attached Primary School Field Trip list.

## 3. Finance

### P. Resolution (Ocean City Representatives Only)

The Board approves the following resolution:

RESOLUTION AUTHORIZING THE SETTLEMENT  
OF THE MATTER J.F. O/B/O M.F. V. OCEAN CITY  
BOARD OF EDUCATION

WHEREAS, the Ocean City Board of Education, hereinafter referred to as the BOARD, was the respondent in the matter brought by the parents of M.F. challenging the residency determination of the Board and the payment of tuition; and

WHEREAS, the Parent of M.F. filed a Due Process Request with the Commissioner of Education; and

WHEREAS, the Board filed a response to the Due Process Petition seeking to recover tuition payment; and

WHEREAS, the Department of Education transferred the matter to the Office of Administrative Law; and

WHEREAS, the matter was assigned to the Honorable Damon Tyner, ALJ; and

WHEREAS, the matter was scheduled for oral argument on May 28, 2014; and

WHEREAS, the parties agreed to settle the matter and the terms of settlement were reduced to writing.

NOW THEREFORE, the BOARD accepts the terms of the attached Settlement Agreement which is made a part hereof. A copy of the Settlement Agreement is available for review in the Business Administrator's Office.

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

N. **Tenure – Administrative Staff (Ocean City Representatives Only)**

The Board approves the granting of tenure to Geoffrey Haines, Intermediate School Principal, effective September 15, 2014.

O. **Transfer of Certificated Staff (Ocean City Representatives Only)**

The Board approves the voluntary transfer of Lisa Cuneo, Health and Physical Education Teacher, from the Primary School to the Intermediate School, effective September 1, 2014 through June 30, 2015, with no change in salary.

P. **New Employment – Intermediate School Certificated Staff (Ocean City Representatives Only)**

The Board approves the employment of Karyn Daily, Intermediate School Teacher of Spanish, effective September 1, 2014 through June 30, 2015, at BA, step 1, \$47,777\*.

Q. **New Employment – Primary School Certificated Staff (Ocean City Representatives Only)**

The Board approves the employment of Daniel Calhoun, Primary School Health and Physical Education Teacher, effective September 1, 2014 through June 30, 2015, at BA, step 1, \$47,777\*.

R. **Certificated Staff Retirement (Ocean City Representatives Only)**

The Board accepts with deep regret the retirement of Susan Matthews, Elementary School Teacher, effective as of July 1, 2014.

S. **Leaves of Absence – Intermediate School Supportive Staff (Attachment #4.S) (Ocean City Representatives Only)**

The Board approves the following Intermediate School Supportive Staff leaves of absence:

Employee #0883, a paid leave of absence, effective June 6, 2014 through June 24, 2014.

Employee #0732, a paid leave of absence, effective July 8, 2014 through October 8, 2014, returning on October 9, 2014.

T. **Leave of Absence – Primary School Certificated Staff (Attachment #4.T) (Ocean City Representatives Only)**

The Board approves employee #2427, an unpaid FMLA/NJFLA leave of absence, effective September 1, 2014 through October 31, 2014, returning on November 3, 2014.

U. **Primary School Practicum Placement (Ocean City Representatives Only)**

The Board approves the following Primary School Practicum placement student for fall 2014:

Rowan University – 50 Hours

Name: Christie Linden

Placement: Alice Wolf, School Nurse

\*pending negotiations

**APPROVAL OF MINUTES:**

Motion by Mr. Madden, seconded by Mr. Holmes, the Board of Education approved the following minutes as presented:

Regular Meeting – May 28, 2014

*Motion carried unanimously with the following vote to abstain: Mr. Raymond Clark and Mrs. Casaccio.*

**UNFINISHED BUSINESS:**

There was no Unfinished Business.

**NEW BUSINESS:**

*Motion by Raymond Clark, seconded by Mr. Madden and carried unanimously, the Board of Education approved the following Superintendent's recommendation by "roll call vote." Member absent was Mr. Bauer.*

**Instructional Improvement System (IIS) Grant Program Application Acceptance**

The Board accepts an award of \$150,000 for FY2015 (July 1, 2014 to November 30, 2015) through grant Number 15E00009 won through the District's submission of the Instructional Improvement System (IIS) Competitive Grant Program Application 14-RT04-A01.

**PUBLIC COMMENTS:**

There were no public comments.

**BOARD COMMENTS:**

Board comments included: Goodbye to Mr. Madden, wish him well and he will be missed; graduation was outstanding and thanked everyone; congratulations to the retiring teachers; want Dr. Taylor to stay; wants Dr. Taylor's contract to work; and Mr. Madden thanked the Board.

**ADJOURNMENT:**

Motion by Mr. Raymond Clark, seconded by Mr. Madden and carried unanimously to adjourn the meeting at 10:00 p.m.

Respectfully submitted,

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Pat Yacovelli  
Business Administrator/Board Secretary

/sp

**APPROVAL OF MINUTES:**

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Respectfully submitted,

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Pat Yacovelli  
Business Administrator/Board Secretary

/sp

OCEAN CITY BOARD OF EDUCATION  
MINUTES OF EXECUTIVE SESSION  
HELD ON JUNE 25, 2014

Members present were Jon Batastini, Kim Breckley (arrived at 6:40 p.m.), Jill Casaccio, Raymond Clark, Cecilia Gallelli-Keyes, William Holmes, Peter Madden (arrived at 6:11 p.m.), Jacqueline McAlister, Thomas R. Oves, Jr., J. Tiffany Prettyman and Joseph S. Clark, Jr. Also present were Kathleen Taylor, Ed.D., Superintendent, Pat Yacovelli, Business Administrator/Board Secretary, Michael Stanton, Esquire and Mark Toscano. Member absent was H. James Bauer.

**Matters of personal confidentiality rights, including but not limited to, staff and/or student discipline matters, and specifically: Staff Discipline Matter.**

Mr. Toscano provided an update on a staff discipline matter.

**Matters concerning negotiations, and specifically: OCAA, OCEA and Superintendent's contract.**

At this time, Mr. Yacovelli was excused.

Mr. Toscano spoke on the Superintendent's contract.

Mr. Toscano gave an update on an OCAA grievance as well as OCEA negotiations.

At this time, Mr. Yacovelli returned to Executive Session.

**Matters involving anticipated or pending litigation, including matters of attorney-client privilege, and specifically: Student Residency Matters.**

Mr. Stanton updated the Board on some student residency matters.

The Executive Session ended at 7:06 p.m.

Respectfully submitted,

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Pat Yacovelli  
Business Administrator/Board Secretary

/sp