

**OCEAN CITY BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
WEDNESDAY, DECEMBER 11, 2013  
7:00 P.M. – HIGH SCHOOL COMMUNITY ROOM**

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. Public Comments (on Agenda Items Only)
- F. Presentations
  - 1. Academic Achievement
  - 2. Ocean City School District Retirees
  - 3. Exiting Board Members
  - 4. Referendum Date Discussion for the Primary School
- G. Presentation of Superintendent's Report/Information Items
  - 1. Buildings and Grounds
  - 2. Curriculum and Instruction
  - 3. Finance
  - 4. Personnel
  - 5. Policy
  - 6. Public Relations
- H. Vote on Board Resolutions (Full Board)
- I. Vote on Board Resolutions (Ocean City Representatives Only) (Resolution 1.A, 2.D, 2.E, 3.Q, 3.R, 4.M, 4.N, 4.O, 4.P, 4.Q, 4.R, 4.S and 4.T)
- J. Approval of Minutes
  - 1. Special Meeting/Finance Committee of the Whole – November 13, 2013 (Attachment J.1)
  - 2. Regular Meeting and Executive Session – November 13, 2013 (Attachment J.2)
- 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:** December 11, 2013 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 (Ocean City Representatives Only)

The Board approves the following requests for the use of the High School, Intermediate School and Primary School:

High School

Requested By: City of Ocean City/OC Theatre Company  
Use: Rehearsals and Show: *Guys and Dolls*  
Date/Times: June 23, 2014-July 3, 2014\* (Mon-Sat), 9:00AM-10:00PM  
July 5, 2014 (Sat), 10:00AM-6:00PM, July 7, 2014 (Mon), 1:00PM-10:30PM  
July 8, 2014 (Tues), 7:30PM-10:30PM - shows  
July 9, 2014 (Wed), 2:00PM-5:00PM and 7:30PM-10:30PM - shows  
July 10, 2014 (Thurs), 7:30PM-10:30PM show  
\*not available June 27 and 28  
Rooms: Cafeteria, Classrooms F105, F107, G110 and Auditorium  
Fee: No charge

---

Requested By: City of Ocean City/OC Theatre Company  
Use: Theatre Camp  
Dates/Times: July 7, 2014-July 18, 2014 (Mon-Fri), 8:30AM-12:30PM  
July 18, 2014 (Fri), 7:00PM - show  
Rooms: Cafeteria and Auditorium  
Fee: No charge

---

Requested By: City of Ocean City/OC Theatre Company  
Use: Dance Week  
Dates/Times: July 28-August 1, 2014 (Mon-Fri), 9:00AM-11:00AM  
Room: Cafeteria  
Fee: No charge

---

Requested By: City of Ocean City/OC Theatre Company  
Use: Rehearsals and Show: *Family Show*  
Dates/Times: July 28, 2014-August 8, 2014 (Mon-Fri), 9:00AM-10:00PM  
August 2 and 9, 2014 (Sat), 9:00AM-5:00PM  
August 11, 2014 (Mon), 9:00AM-11:00PM  
August 12-15, 2014 (Tues-Fri), 7:30PM-11:00PM – shows  
August 16, 2014 (Sat), 10:00AM-1:00PM – load out  
Rooms: Cafeteria, Classrooms F105, F107, G110 and Auditorium  
Fee: No charge

Intermediate School

Requested By: City of Ocean City/OC Fishing Club  
Use: Regional Meeting  
Date/Times: March 15, 2014 (Sat), 7:00AM-3:00PM  
Rooms: Multi-Purpose Room/Cafeteria  
Fee: No charge

---

Requested By: City of Ocean City/Miss NJ Education Foundation  
Use: Miss NJ Orientation  
Dates/Times: April 25, 2014 (Fri), 5:00PM-9:00PM – set up  
April 26, 2014 (Sat), 7:30AM-3:00PM  
Rooms: Multi-Purpose Room/Cafeteria and Kitchen  
Fee: No charge

---

Requested By: City of Ocean City/OC Fishing Club  
Use: Fishing Tournament Headquarters  
Dates/Times: October 17, 2014 (Fri), 5:00PM-7:00PM – set up  
October 18, 2014 (Sat), 4:00AM-3:00PM  
Rooms: Multi-Purpose Room/Cafeteria and Kitchen  
Fee: No charge

Primary School

Requested By: Ocean City PBA  
Use: Santa Visit/Christmas Party  
Dates/Times: December 18, 2013 (Wed), 3:30PM-4:30PM – set up  
December 19, 2013 (Thurs), 9:00AM-2:00PM – Santa visit  
December 19, 2013 (Thurs), 5:00PM-8:00PM – party  
Rooms: Multi-Purpose Room/Cafeteria and Kitchen  
Fee: No charge

Informational Items

Fire Drills

Ocean City High School            November 6, 2013  
Ocean City Intermediate School    November 20, 2013  
Ocean City Primary School        November 13, 2013

Security Drills

Ocean City High School	November 6, 2013
Ocean City Intermediate School	November 27, 2013
Ocean City Primary School	November 15, 2013

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

## 2. Curriculum and Instruction

### A. Out of District Placement

The Board approves the following out-of-district placement for the 2013-14 school year:

<u>Placement</u>	<u>Number of Students</u>	<u>School District</u>	<u>Tuition Cost</u>
CMCSSSD	1	OC	\$38,500

### B. Additional Aides for Out of District Placements

The Board approves the following additional aides for out-of-district placements for the 2013-14 school year. The student out of district placements have already been Board approved.

<u>Placement</u>	<u>Number of Students</u>	<u>School District</u>	<u>Aide Cost</u>
CMCSSSD	1	SIC	\$16,700
CMCSSSD	1	SIC	\$16,700

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

The Board approves the attached High School Field Trip list.

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

The Board approves the attached Intermediate School Field Trip list.

### E. Research Projects by Staff Members (Ocean City Representatives Only)

The Board approves three (3) Intermediate School graduate program research projects that will involve students as part of the research. These requests are being made in accordance with Board Policy #3245, Research Projects by Staff Members. The three (3) requests are:

- The study will be conducted to see how “tiered instruction” can affect academic achievement.
- The study will be conducted to focus on the effectiveness and the impact of playing music in the classroom and its effect on student achievement.
- The project will be conducted to focus on the effectiveness of integrating digital tools in a particular class in order to facilitate the improvement of reading comprehension skills.

### Informational Item (Attachments)

Out-of-School Suspension Reports for November 2013.

Harassment, Intimidation and Bullying investigation report.

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

### 3. Finance

A. Bill List (Attachment #3.A)

The Board approves payment of bills for December 2013 in the amount of \$3,533,446.05.

B. Secretary and Treasurer Reports (Attachment #3.B)

The Board approves the Board Secretary's Monthly Financial Report and the Treasurer of School Funds' Reports for October 2013.

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

The Board approves the revenue and appropriation transfers for October 2013. The Board also acknowledges receipt of the State of NJ mandated transfer reconciliation form for October 2013.

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

The Board approves the December 2013 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 Program Monthly Report for October 2013.

F. 2012-13 Annual School District Audit (Attachment #3.F)

After reviewing and discussing the annual School District Audit with the auditor, the Board accepts the Comprehensive Annual Financial Report (CAFR) and the Auditor's Management Report on Administrative Findings – Financial, Compliance and Performance for the 2012-13 school year as prepared by Ford Scott and Associates, LLC.

There are no findings of non-compliance.

G. Pool Contract (Attachment #3.G)

The Board approves the contract with the City of Ocean City for the use of the Ocean City Aquatic Center pool effective September 9, 2013 through June 12, 2014 in the amount of \$17,200.

H. Revised Uniform Shared Service and Consolidation Agreement

The Board approves the revised agreement with Thomas Grossi to perform the services of Business Administrator/Board Secretary for Sea Isle City School District from November 1, 2013 through December 31, 2013 at a total cost of \$1,668.

I. Resolution Appointing Pasquale Yacovelli, Business Administrator, as the Qualified Purchasing Agent (Attachment #3.I)

The Board approves the resolution appointing Pasquale Yacovelli, Business Administrator as the Ocean City Board of Education Qualified Purchasing Agent December 16, 2013 through June 30, 2014.

J. Resolution for Special School Election (Attachment #3.J)

The Board authorizes a special school election to be held on (either March 11, 2014 or September 30, 2014 - date to be determined and voted on at tonight's meeting) to request that voters of the Ocean City School District authorize the issuance of bonds to finance Primary School renovations.

**K. Joint Transportation Agreements**

The Board approves the 2013-14 Joint Transportation Agreements with the Upper Township Board of Education (host district) for transportation of Ocean City (joiner) students as follows:

<u>Start Date</u>	<u>End Date</u>	<u>Route No.</u>	<u>Destination</u>	<u>Host Students</u>	<u>Joiner Students</u>	<u>Joiner Cost</u>
7/1/13	8/1/13	ACSSML	ACSSSD	1	1	\$ 3,312.00
9/1/13	6/30/14	OCAD	OCHS	3	1	\$12,600.00
9/1/13	6/30/14	YALCSTNF	Yale Northfield	3	1	\$13,554.00
9/1/13	6/30/14	YALEVHLS	Yale Voorhees	1	1	\$42,553.17

**L. Agreement to Deliver Food Service Commodities (Attachment #3.L)**

The Board approves the attached agreement with Paul’s Commodity Hauling to deliver food service commodities effective January 1, 2014 – June 30, 2014. This contract is made necessary because Cape May County will no longer provide this service at no cost to school districts.

**M. Memorandum of Understanding (Attachment #3.M)**

The Board approves the attached Memorandum of Understanding (MOU) with the State of New Jersey. This MOU is required step in the payment process for claims that the School District has filed with FEMA.

**N. Student Residency Investigator\***

The Board approves DiJoseph Investigations, LLC as Student Residency Investigator at the hourly Rate of \$75, January 1, 2014 through June 30, 2014 on an as needed basis.

**O. Designation of Communication Coordinator\***

The Board approves a professional services contract with Galetto Consulting Services LLC to serve as Communication Coordinator at an amount not to exceed \$15,000 January 1, 2014 through June 30, 2014.

**P. Donations (Attachment #4.P)**

The Board accepts grant donations totaling \$2,700 as per the attached from the Ocean City High School Parent Teacher Organization to the High School for reimbursement of expenses for extra-educational activities.

**Q. Donations (Ocean City Representatives Only)**

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

Wizcom Quick Link Pen Handheld Scanner for Intermediate School	\$293.00
Flat Screen Television for Intermediate School valued at:	\$599.00
Two Rectangular Tables for Smart Board Lessons for Primary School	\$618.70

**R. Donation (Ocean City Representatives Only)**

The Board accepts a donation of \$250 from the Ocean City Fire Department for the Intermediate School Sustainable Garden.

• **Discussion**

\*These professional services appointments are recommended for approval as an authorized exception to the Public School Contract 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.

#### 4. Personnel

- A. Memorandum of Understanding (Attachment #4.A) – roll call vote  
The Board ratifies the memorandum of understanding between the Ocean City Board of Education and the Ocean City Educational Support Staff Association, effective July 1, 2012 through June 30, 2015. Said agreement has been ratified by the OCESSA on date to be provided (*tentatively scheduled for December 10, 2013*).
- B. District and High School Supportive Staff 2012-13 Salaries (Attachment #4.B) – roll call vote  
The Board ratifies the attached District and High School Supportive Staff retroactive salaries for the 2012-13 school year (pending ratification of Memorandum of Understanding).
- C. District and High School Supportive Staff 2013-14 Salaries (Attachment #4.C) – roll call vote  
The Board ratifies the attached District and High School Supportive Staff retroactive salaries for the 2013-14 school year (pending ratification of Memorandum of Understanding).
- D. Substitutes (Attachment #4.D) - roll call vote  
The Board approves the attached, criminal history approved/HIB trained substitutes, for the 2013-14 school year.
- E. High School Coaches, Volunteers and Stipends\* (Attachment #4.E) – roll call vote  
The Board approves the attached High School coaches, volunteers, and stipends for the 2013-14 school year.
- F. Certificated Staff Retirement – roll call vote  
The Board accepts with deep regret the following certificated staff retirements:  
Mary Maguire, High School Family and Consumer Science Teacher/Teacher of Students with Disabilities, effective as of July 1, 2014.  
  
Catherine Simonini, High School Family and Consumer Science Teacher, effective as of July 1, 2014.
- G. District Clinical Practicum Placement – roll call vote  
The Board approves the following District graduate level practicum placement for spring 2014:  
Richard Stockton College of New Jersey  
Name: Timothy Adamcik  
Placement: Laurie Casteen, Speech Language Specialist
- H. Revised Leave of Absence – High School Supportive Staff (Attachment #4.H) – roll call vote  
The Board approves employee #2763, a revised unpaid FMLA leave of absence, effective ½ day on November 4, 2013 through January 1, 2014, with an expected return date of January 2, 2014.
- I. Revised Job Description (Attachment #4.I) – roll call vote  
The Board approves the attached revised Head Custodian job description.

\*pending negotiations

- J. New Employment – High School Non-Affiliated Staff – roll call vote  
The Board approves Name to be provided Hubert Snyder, Jr., High School Head Custodian, effective January 2, 2014 through June 30, 2014 at a salary of \$70,000 (pro-rated).
- K. Interim Teacher – High School Certificated Staff – roll call vote  
The Board approves *Name to be provided*, interim High School Teacher of Health and Physical Education Teacher, effective January 2, 2014 through June 30, 2014, at \$47,777 (pro-rated), BA, step 1.
- L. Interim Teacher – High School Certificated Staff – roll call vote  
The Board approves Julie Felice, interim High School Teacher of English, effective January 2, 2014 through June 30, 2014, at \$47,777 (pro-rated), BA, step 1.
- M. Interim Teacher – Intermediate School Certificated Staff – roll call vote **(Ocean City Representatives Only)**  
The Board approves Karyn Daily, interim Intermediate School Teacher Spanish, effective January 2, 2014 through June 30, 2014, at \$47,777 (pro-rated), BA, step 1.
- N. Primary and Intermediate Schools’ School Supportive Staff 2012-13 Salaries (Attachment #4.N) – roll call vote **(Ocean City Representatives Only)**  
The Board ratifies the attached Primary and Intermediate Schools’ Supportive Staff retroactive salaries for the 2012-13 school year (pending ratification of Memorandum of Understanding).
- O. Primary and Intermediate Schools’ School Supportive Staff 2013-14 Salaries (Attachment #4.O) – roll call vote **(Ocean City Representatives Only)**  
The Board ratifies the attached Primary and Intermediate Schools’ Supportive Staff retroactive salaries for the 2013-14 school year (pending ratification of Memorandum of Understanding) .
- P. Intermediate School Coaches and Stipends\* (Attachment #4.P) – roll call vote **(Ocean City Representatives Only)**  
The Board approves the attached Intermediate School coaches and stipends for the 2013-14 school year.
- Q. Intermediate School After-School Tutoring Program Teachers and Substitutes (Attachment #4.Q) – roll call vote **(Ocean City Representatives Only)**  
The Board approves the attached Intermediate School After-School Tutoring Program teachers and substitutes at a stipend of \$30 per hour, total program not to exceed \$4,500.
- R. Leave of Absence – Primary School Certificated Staff (Attachment #4.R) - roll call vote **(Ocean City Representatives Only)**  
The Board ratifies employee #1222, a paid leave of absence, effective October 21, 2013 through November 26, 2013.

\*pending negotiations

S. Primary School EASE Before-School Program Teachers – roll call vote (**Ocean City Representatives Only**)

The Board approves Mary Kathryn Zeigenfus, Primary School EASE Before-School Program substitute teacher, at a stipend of \$30 per hour when needed.

T. Certificated Staff Retirement – roll call vote (**Ocean City Representatives Only**)

The Board accepts with deep regret the following certificated staff retirements:

Thomas Gahr, Intermediate School Health and Physical Education Teacher, effective as of July 1, 2014.

Linda Spengler, Intermediate School Family and Consumer Science Teacher/Teacher of Students with Disabilities, effective as of July 1, 2014.

- Discussion
- Negotiations Committee Report – Mr. Joseph Clark, Chairperson

## **5. POLICY**

### **A. Policy – 1st Reading (Attachment #5.A)**

The Board approves the following replacement, addition and or deletion to the Board Policy and/or Regulation Manuals.

- Revised Policy  
    3144 Certification of Tenure Charges
  
- Discussion
  
- Policy Committee Report – Mrs. Tiffany Prettyman, Chairperson

**6. Public Relations**

- Discussion
- Public Relations Committee Report - Mr. Raymond Clark, Chairperson