

**MINUTES OF REGULAR MEETING**  
**DECEMBER 11, 2013**

**CALL TO ORDER**

The Regular meeting of the Ocean City Board of Education was called to order by President Moiso on Wednesday, December 11, 2013 at 7:00 p.m. at the Ocean City High School Community Room, 501 Atlantic Avenue, Ocean City, NJ.

**OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT**

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

**ROLL CALL OF MEMBERS**

On roll call, members present were H. James Bauer, Jill Casaccio (left at 10:36 p.m.), Joseph S. Clark, Jr., William Holmes, Jacqueline McAlister, Thomas R. Oves, Jr., J. Tiffany Prettyman and Brenda Moiso. Also present were Kathleen Taylor, Ed.D., Superintendent, Mark A. Ritter, Interim Business Administrator/Board Secretary, Michael Stanton, Esquire and Student Representatives Maham Ahmad and Lauren Vetter. Members absent were Kim Breckley, Raymond Clark and H. Lloyd Hayes. There were 33 members of the public present.

**PUBLIC COMMENTS – AGENDA ITEMS ONLY:**

There were no public comments.

**PRESENTATIONS:**

Dr. Taylor and the Board recognized students who received National Merit Letters of Commendation.

Dr. Taylor spoke about each of the District staff members who will be retiring at the end of the month.

Dr. Taylor lauded the tenure of Board President Brenda Moiso.

Following the presentations, the Board discussed possible dates for the upcoming Bond referendum. After listening to the pros and cons of having the referendum in March 2014 versus September 2014, it was agreed that the election would be held in March.

**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	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

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

*Motion by Mr. Bauer, seconded by Mr. Joseph Clark and carried unanimously, except as noted below, the Board of Education approved the following Superintendent’s recommendations by “roll call vote.” Members absent were Ms. Breckley, Mr. Raymond Clark and Mr. Hayes.*

**2. Curriculum and Instruction**

A. 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

B. High School Field Trip Request

The Board approves the attached High School Field Trip list.

Informational Item

Out-of-School Suspension Reports for November 2013.  
Harassment, Intimidation and Bullying investigation report.

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

**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.

***Motion carried with vote to abstain: Mr. Joseph Clark.***

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 March 11, 2014 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.

\*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)  
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 December 11, 2013.
- B. District and High School Supportive Staff 2012-13 Salaries (Attachment #4.B)  
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)  
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)  
The Board approves the attached, criminal history approved/HIB trained substitutes, for the 2013-14 school year.

***Motion carried with the following vote to abstain: Mr. Joseph Clark.***

E. High School Coaches, Volunteers and Stipends\* (Attachment #4.E)

The Board approves the attached High School coaches, volunteers, and stipends for the 2013-14 school year.

F. Certificated Staff Retirement

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

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)

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)

The Board approves the attached revised Head Custodian job description.

J. New Employment – High School Non-Affiliated Staff

The Board approves Hubert Snyder, Jr., High School Head Custodian, effective January 13, 2014 through June 30, 2014 at a salary of \$70,000 (pro-rated).

K. Interim Teacher – High School Certificated Staff

The Board approves Abby Mullen, 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

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.

U. Interim Teacher – High School Certificated Staff

The Board approves Patricia Pepe, interim High School Special Education Teacher, effective January 2, 2014 through June 30, 2014, at \$47,777 (pro-rated), BA, step 1.

\*pending negotiations

- Negotiations Committee Report – Mr. Joseph Clark, Chairperson  
No report.

## 5. POLICY

### A. Policy – 1st Reading

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

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

## 6. Public Relations

- Public Relations Committee Report - Mr. Raymond Clark, Chairperson  
No report.

*Motion by Mr. Bauer, seconded by Mr. Joseph Clark and carried unanimously by the Ocean City Board of Representatives, the Board of Education approved the following Superintendent’s recommendations by “roll call vote.” Members absent were Mr. Raymond Clark and Mr. Hayes.*

## 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

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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

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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

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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

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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

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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

## 2. Curriculum and Instruction

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

The Board approves the attached Intermediate School Field Trip list.

### D. 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.

## 3. Finance

### 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.

## 4. Personnel

### M. Interim Teacher – Intermediate School Certificated Staff (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) (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) (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) (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) (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) (Ocean City Representatives Only)  
The Board ratifies employee #1222, a paid leave of absence, effective October 21, 2013 through November 26, 2013.
- S. Primary School EASE Before-School Program Teachers (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 (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.

\*pending negotiations

**APPROVAL OF MINUTES:**

Motion by Mr. Bauer, seconded by Mr. Joseph Clark, the Board of Education approved the following minutes as presented.

Special Meeting/Finance Committee of the Whole – November 13, 2013

*Motion carried with the following vote to abstain: Mrs. Casaccio.*

Regular Meeting and Executive Session – November 13, 2013

*Motion carried with the following vote to abstain: Mrs. Casaccio.*

**UNFINISHED BUSINESS:**

There was no Unfinished Business.

**NEW BUSINESS:**

There was no New Business.

**PUBLIC COMMENTS:**

Victor Staniec reported that Fairness in Taxes is in favor of the Primary School referendum. He also reported that the group feels that the Board should not have to pay for the HS HVAC project and should seek legal redress from the entities that built the High School for mistakes made that caused the need for the HS HVAC project.

Dale Braun asked if other dates were considered for the referendum. Mr. Ritter replied that only five specific dates are allowed by statute and that the March and September dates are best for the Board for this project.

Dave Breeden expressed that he was happy to see the Board move on the referendum and he congratulated the departing Board members. He also noted his concerns in a number of areas that affect his daughter.

**BOARD COMMENTS:**

Student Representatives' comments included: Highlighted the Scholarship Dinner; the production of Arsenic and Old Lace; the success of the fall sports' teams and the Amazing Race.

Board members' comments included: Special recognition for Bob Gannon, High School Head Custodian, and Brenda Moiso, Board President, as they finish their service to the Ocean City Board of Education.

**EXECUTIVE SESSION:**

Motion by Mr. Bauer, seconded by Mr. Joseph Clark and carried unanimously to adopt a resolution to go into Executive Session.

President Moiso 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 which, if publicly disclosed, would constitute an unwarranted invasion of individual privacy, and specifically: Student Residency Issue.

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 9:00 p.m.

**RECONVENE:**

The Board reconvened at 10:38 p.m.

Motion by Mr. Bauer, seconded by Mr. Oves to approve the following resolution regarding disenrollment of a student:

WHEREAS, on or about October 31, 2013, the parents of a student whose name is on file in the Superintendent's Office were provided notice that the Ocean City School District (hereinafter referred to as the "District") had determined that said student was not eligible to attend the Ocean City Schools tuition-free because said student was not domiciled or residing within the boundaries of the District (hereinafter referred to as "Notice of Disenrollment"); and

WHEREAS, on or about December 11, 2013, the parents of said student were provided an opportunity to appear before the Ocean City Board of Education (hereinafter referred to as the "Board") to dispute the District's determination that their child was not domiciled or residing within the boundaries of the District; and

WHEREAS, the parents did appear before the Board to dispute the District's determination that their child was not domiciled or residing within the boundaries of the District; and

WHEREAS, the parents did not establish residency entitling their child to attend school in the District free of charge.

NOW, THEREFORE, BE IT RESOLVED that said student shall be disenrolled from the Ocean City School District (hereinafter referred to as the "District") twenty-one (21) days from the date hereof; provided, however, that if the parents of said student contest the Board's decision before the Commissioner of Education, then the student shall remain enrolled in the Ocean City School District while the appeal is pending before the Commissioner of Education.

**ADJOURNMENT:**

Motion by Mr. Bauer, seconded by Mr. Joseph Clark and carried unanimously by roll call vote to adjourn the meeting at 10:45 p.m.

Respectfully submitted,

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Mark A. Ritter  
Interim Business Administrator/Board Secretary

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