

## MINUTES OF REGULAR MEETING

JUNE 24, 2020

### CALL TO ORDER

The Regular Meeting of the Ocean City Board of Education was called to order by President Clark on Wednesday, June 24, 2020, at 7:00 p.m. via Zoom Meeting ID 891-5730-4160.

### 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, Cecilia Gallelli-Keyes, Michael James, Patrick Kane, Jacqueline McAlister, Fran Newman, J. Tiffany Prettyman, William Sooy, 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 William Holmes and Suzanne Morgan (all other members were present via Zoom). There were 12 members of the public present.

### PRESENTATIONS

There were no presentations.

### 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 Ms. Gallelli-Keyes, seconded by Mrs. McAlister, and carried unanimously by roll call vote, except as noted below, the Board of Education approved the following Superintendent's recommendations.*

#### **1. Buildings & Grounds**

##### A. Lead Testing Statement of Assurance

The Board approves the submission of the 2019-2020 Lead Testing Program Statement of Assurance (SOA) to the New Jersey Department of Education.

- Buildings and Grounds Committee Report – Mr. Bauer, Chairperson  
No report.

#### **2. Curriculum and Student Affairs**

##### A. Out of District Placements

*The Board approves the following out-of-district placements for the extended school year for the 2020-21 school year:*

Placement	# of Students	District	Tuition
CMCSSSD	3	OC	\$10,300.00
ACSSSD	1	OC	\$4,500.00
CMCSSSD	1	UT	\$2,725.00
Bancroft – Haddonfield	1	UT	\$10,020.00
ACSSSD	1	UT	\$4,500.00
Yale – Marlton	1	UT	\$11,664.00
CMCSSSD	1	SIC	\$2725.00

B. High School Summer Practice Fall Sports’ Schedules

The Board approves the High School fall sports’ teams (football, field hockey, boys’ and girls’ soccer, boys’ and girls’ cross-country, and girls’ tennis) to begin early fall sports summer practices on July 13, 2020.

C. High School Fall Sports’ Schedules (*Attachment 2.C*)

The Board approves the attached High School 2020-21 fall sports’ schedules.\*

\*Schedule is pending approval by NJDOE and NJSIAA.

D. High School Voter Registration Statement of Assurance (*Attachment 2.D*)

The Board approves the submission of the attached High School Voter Registration Statement of Assurance (SOA) for the 2019-20 school year.

- Curriculum and Student Affairs Committee Report – Mrs. McAlister, Chairperson  
No report.

**3. Finance**

A. Bill List (*Attachment #3.A*)

The Board approves the payment of bills for June 2020 in the amount of \$3,559,693.46.

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 2020.

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

The Board approves the revenue and appropriation transfers for May 2020. The Board also acknowledges receipt of the State of NJ mandated transfer reconciliation form for May 2020.

D. Food Service Report (*Attachment #3.D*)

The Board accepts the Food Service Monthly Finance Report for May 2020.

E. Increasing Bid Threshold

WHEREAS, Timothy E. Kelley, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent , from \$40,000 to \$44,000, effective July 1, 2020;

NOW, THEREFORE BE IT RESOLVED that the Ocean City Board of Education, pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Timothy E. Kelley, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

- F. Cape May County Special Services School District Agreement for Itinerant Services  
The Board approves, on an as-needed basis, the 2020-21 Agreement for Itinerant Services with the Cape May County Special Services School District.
- G. Cape May County Special Services District Agreement for Transportation Services  
The Board approves the 2020-21 Shared Services Transportation Contract with the Cape May County Special Services School District on an as-needed basis.
- H. Substitute Pay Rates

*The Board approves the following substitute pay rates for Summer 2020 and the 2020-21 school year:*

<b>Substitute Rates for Certificated Staff</b>	
Administrator	\$300/day
School Nurse	\$150/day
School Nurse – Extension School	\$32/hour
School Nurse – Summer School	\$20/hour
School Nurse – Field Trip arriving back to school on or before 6:30 p.m.	\$130/day
School Nurse – Field Trip arriving back to school after 6:30 p.m.	\$150/day
Teacher – holds a NJ teacher certification	\$110/day
Teacher – holds a NJ substitute teacher certification	\$100/day
Teacher/Nurse: Short-Term Leave Replacement (up to 60 days)	\$160/day
Teacher/Nurse: Long-Term Leave Replacement (61 days or more)	Professional Employees’ Association Agreement BA, Step 1
Teacher – Extension School	\$32/hour
Teacher – Summer School	\$25/hour
<b>Substitute Rates for Supportive Staff</b>	
Aide – Special Education & Preschool	\$14/hour
Bus Aide	\$12/hour
Bus Driver	\$21/hour
Clerical Aide	\$13/hour
Custodian	\$15/hour
Food Service Worker	\$12/hour
Nurse’s Aide	\$17/hour
Secretary	\$15/hour
Security Aide	\$13/hour
Technical/Craftsman/Maintenance	\$17/hour

- I. Transfer of Current Year Surplus to Maintenance Reserve  
WHEREAS, NJAC 6A:23A-14.3 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 during the month of June 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 Maintenance Reserve account at year end, and

WHEREAS, the Ocean City Board of Education has determined that an amount not to exceed \$400,000 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.

J. Transfer of Current Year Surplus to Capital Reserve

WHEREAS, NJAC 6A:23A-14.3 permits a Board of Education to establish and/or deposit into certain 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, 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 \$975,000 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.

K. 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 \$1,900,000 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 the regulations.

L. Transfer of Current Year Surplus to Emergency Reserve

WHEREAS, NJAC 6A:23A-14.4(a)(1) permits a Board of Education to establish and/or deposit into emergency 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, and

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

WHEREAS, the Ocean City Board of Education has determined that an amount not to exceed \$150,000 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. Coronavirus Aid, Relief and Economic Security Act - (CARES Act)

The Board authorizes the District's submission of the CARES Act (CARES Emergency Relief) grant application in the amount of \$202,166.

N. New Jersey Schools Insurance Group CAIP Safety Grant

The Board approves the submission of the grant application for the 2020 Safety Grant Program through the New Jersey Schools Insurance Group CAIP Subfund for the purposes of safety and security as described in the application, in the amount of \$16,743 for the period of July 1, 2020, through June 30, 2021.

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

A. Substitute Renewals (*Attachment #4.A*)

The Board approves the attached criminal history approved/HIB trained substitutes, homebound instructors, for summer 2020 and the 2020-2021 school year by roll call vote.

*Motion carried with a vote to abstain from Mr. James.*

B. Atlanticare Grant Stipends

*The Board approves the following stipends to be funded by the Atlanticare Grant:*

Name	Position	Stipend
Rosemary Millar	Nurse	\$1,250.00

Name	Position	Stipend
Stephanie Grisinger	Student Assistance Coordinator	\$1,250.00

C. 2020 Summer Programs

*The Board approves the following summer program positions and stipends by roll call vote:*

Name	Position	Stipend
Thomas Ballezzi	Algebra Review	\$32.00/hour
Marcia Vogel	Algebra Review	\$32.00/hour

D. District On-Call Bus Driver

*The Board approves the following District On-Call Bus Driver by roll call vote:*

Name	Stipend	Effective Date
Patrick Callahan*	\$21.00/hour	June 25, 2020

\*Pending issuance of valid CDL license and NJ criminal history check

E. High School Cafeteria Stipend

*The Board approves the following High School cafeteria person-in-charge stipend for the 2020-2021 school year by roll call vote:*

Name	Position	Stipend
Gretchen Smith	Cafeteria Person-in-Charge	\$400.00/year

F. 2020 Summer Physicals

*The Board approves the following District nurses to perform summer physicals for a total of 20 hours by roll call vote:*

Name	Stipend
Candita Suppi	\$32.00/hour
Jill Berenato	\$32.00/hour
Rosemary Millar	\$32.00/hour
Cheryl Cantwell	\$32.00/hour

G. Resignation

*The Board accepts the following resignation by roll call vote:*

Name	Position	School/Location	Effective Date
Kelly Halliday	Girls' Soccer-Head Coach	HS	5/25/20

H. Coaches

*The Board approves the following High School coaches and volunteer coaches for the 2020-21 school year by roll call vote:*

Coach	Sport	Position	Stipend
Chris Armstrong	Football	Volunteer Coach	n/a
John Bow	Football	Volunteer Coach	n/a
Mike Eisenstein	Football	Volunteer Coach	n/a
Lisa Cuneo	Girls' Soccer	Head Coach	\$6,807.00
Brian Burke	Boys' Soccer	Assistant Coach	\$5,233.00
Jordan Allegretto*	Field Hockey	Freshman Coach	\$4,892.00
Carrie Merritt	Field Hockey	Volunteer Coach	n/a
Kathryn Johnson	Field Hockey	Volunteer Coach	n/a
Matthew Purdue	Winter Track	Co-Head Coach	\$3,403.50
Timothy Cook	Winter Track	Co-Head Coach	\$3,403.50

Coach	Sport	Position	Stipend
Andrew Bristol	Baseball	Head Coach	\$6,807.00
Anthony DeLeo	Baseball	Assistant Coach	\$5,233.00
Frank LaSasso	Baseball	Freshman Coach	\$4,892.00
Keri Tricinelli	Softball	Head Coach	\$6,807.00
Ariana Segich	Softball	Assistant Coach	\$5,233.00
Jennifer Dean	Softball	Freshman Coach	\$4,892.00
Edward Ritti	Golf	Co-Head Coach	\$3,403.50
Bryan Chojnacki	Golf	Co-Head Coach	\$3,403.50
Matthew Purdue	Boys' Track	Head Coach	\$6,807.00
Paul Baruffi	Boys' Track	Assistant Coach	\$5,233.00
Sean Matthews	Boys' Track	Assistant Coach	\$5,233.00
Timothy Cook	Girl's Track	Head Coach	\$6,807.00
Michael Williscroft	Girls' Track	Assistant Coach	\$5,233.00
Kelsey Greene	Girls' Track	Assistant Coach	\$2,616.50
Kelsey Mitchell	Girls' Track	Assistant Coach	\$2,616.50
Timothy M. Kelley	Boys' Tennis	Head Coach	\$6,807.00
Michael Cappelletti	Boys' Tennis	Assistant Coach	\$5,233.00
Joseph LaTorre	Boys' Lacrosse	Head Coach	\$6,807.00
Steven Scheffler	Boys' Lacrosse	Assistant Coach	\$5,233.00
Christian Clark	Boys' Lacrosse	Assistant Coach	\$5,233.00
Steven Kelly	Boys' Crew	Head Coach	\$6,807.00
Raymond Conover*	Boys' Crew	Assistant Coach	\$5,233.00

\*Pending New Jersey substitute certification

- Negotiations Committee Report – Mr. Whelan, Chairperson  
No report.

## 5. Policy

### A. Policies – 2<sup>nd</sup> Reading (*Attachment #5.A*)

*The Board approves the following replacements, additions and/or deletions to the Board Policy and/or Regulation manuals:*

Policy Number	Policy Name	New	Revised	Mandated	1 <sup>st</sup> Reading
P7243	Supervision of Construction		X	X	5/27/20

### QSAC 2019-20 Placement Results

The Board acknowledges the district's placement on the New Jersey Quality Single Accountability Continuum (NJQSAC) based on the monitoring by the Cape May County Office staff.

NJQSAC Areas	Initial Placement (June 2020)
Instruction and Programming	85%
Fiscal Management	100%
Governance	100%
Operations	100%
Personnel	100%

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

**6. District Communications**

- District Communications Committee Report - Ms. Gallelli-Keyes, Chairperson  
No report.

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

**1. Buildings & Grounds**

**B. Dual Use Classrooms (Ocean City Representatives Only)**

*The Board approves the dual instructional use for the following classrooms for the 2020-21 school year and authorizes the School District to request approval from the New Jersey Department of Education:*

Description	Comments
Dual Use Classrooms	PS: Room 401 (Basic Skills Instruction/Basic Skills) PS: Room 403 (ESL/ESL)

**4. Personnel (all motions are upon Superintendent’s recommendation)**

**I. Retirement (Ocean City Representatives Only)**

*The Board accepts with deep regret the following retirement by roll call vote:*

Name	Position	School/Location	Effective Date
Nancy Barbetto	Secretary	IS	10/1/20

**J. Leave of Absence (Ocean City Representatives Only)**

*The Board approves the following leave of absence by roll call vote:*

Employee #	School/Location	Paid Days	Unpaid Days	Type of Leave	Effective Dates
2032	PS	93	0	Revised Paid	3/19/20-8/2/20

**K. Primary & Intermediate School Cafeteria Stipends (Ocean City Representatives Only)**

*The Board approves the following Primary & Intermediate School cafeteria stipends for the 2020-2021 school year by roll call vote:*

Name	Position	Stipend
Theresa Boylan	PS Cafeteria Person-in-Charge	\$400.00/year
Kimberly Donoghue	IS Cafeteria Person-in-Charge	\$400.00/year

**L. Coaches (Ocean City Representatives Only)**

*The Board approves the following Intermediate School coaches for the 2020-21 school year by roll call vote:*

Coach	Sport	Position	Stipend
R.Scott Bloomstead	Softball	Head Coach	\$4,892.00
Stuart Lichtenstein	Baseball	Head Coch	\$4,892.00



<b>Coach</b>	<b>Sport</b>	<b>Position</b>	<b>Stipend</b>
John Barbato	Boys' Track	Head Coach	\$4,892.00
Sonja Parker	Girls' Track	Co-Head Coach	\$2,446.00
Patricia Kelly	Girls' Track	Co-Head Coach	\$2,446.00

### **APPROVAL OF MINUTES**

Motion by Ms. Gallelli-Keyes, seconded by Mrs. McAlister, the Board of Education approved the minutes of the May 27, 2020, Regular Meeting as presented.

*Motion carried unanimously by roll call vote.*

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

There was no new business.

### **PUBLIC COMMENTS**

Jennifer Dahl, Ocean City, addressed the Board regarding student community scholarships.

Victor Staniec, Ocean City, addressed the Board regarding athletic eligibility.

### **BOARD COMMENTS**

The Board discussed student recognition events. Dr. Taylor reviewed end-of-year events for students and families.

### **BOARD PRESIDENT COMMENTS**

President Clark thanked Dr. Taylor and district staff for their work with the current school closure and end-of-year events including promotion and graduation ceremonies.

### **EXECUTIVE SESSION**

Motion by Ms. Gallelli-Keyes, 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: Student Special Education Matter.

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 7:31 p.m.

**RECONVENE MEETING**

Motion by Ms. Gallelli-Keyes, seconded by Mrs. McAlister, and carried unanimously to reconvene the meeting at 8:26 p.m.

**ADJOURNMENT**

Motion by Ms. Gallelli-Keyes, seconded by Mrs. McAlister, and carried unanimously to adjourn the meeting at 8:26 p.m.

Respectfully submitted,

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Timothy E. Kelley  
Business Administrator/  
Board Secretary

/lp