

**MINUTES OF REGULAR MEETING**  
**SEPTEMBER 22, 2021**

**CALL TO ORDER**

The Regular Meeting of the Ocean City Board of Education was called to order by President Clark on Wednesday, September 22, 2021, at 7:05 p.m. in the Ocean City High School Library, 501 Atlantic Avenue, Ocean City, NJ.

**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, William Holmes, Michael James, Patrick Kane, Jacqueline McAlister, Suzanne Morgan, Fran Newman, William Sooy (arrived at 7:23 p.m.), Gregory Whelan, and Joseph S. Clark, Jr. Also present were Thomas Baruffi, Ed.D., Interim Superintendent, Timothy E. Kelley, Business Administrator/Board Secretary, Michael Stanton, Esquire, and Carl Tripician from Longport. There were no members absent. There were 30 members of the public present.

**PRESENTATIONS**

Mr. Curt Nath, Director of Academic Services, presented Pathways to Graduation to the Board of Education.

Ms. Jennifer Shirk, President of the Ocean City Education Foundation, updated the Board of Education on the Ocean City Education Foundation's activities and mission in the current school year.

**PUBLIC COMMENTS – AGENDA ITEMS ONLY**

There were no public comments.

**SUPERINTENDENT'S REPORT**

Dr. Baruffi 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 Ms. Morgan, and carried by roll call vote, except as noted below, the Board of Education approved the following Interim Superintendent's recommendations.*

**1. Buildings & Grounds**

**A. Use of Facilities**

*The Board approves the following requests for the use of the High School:*

	<b>Requested By</b>	<b>Activity</b>	<b>Dates/Times Requested</b>	<b>Rooms Needed</b>	<b>Fee Charged</b>
1	City of Ocean City	Simon Gratz & Malvern Prep Football Games	September 3, 2021 (Fri) 10:30 am – 9:00 pm	Locker Rooms, Exterior Restrooms	No charge
2	Lansdale Catholic High School	Football Game	September 4, 2021 (Sat) 9:00 am – 2:00 pm	Locker Rooms, Exterior Restrooms	No charge

	Requested By	Activity	Dates/Times Requested	Rooms Needed	Fee Charged
3	Barry Banks	Community Concert	October 9, 2021 (Sat) 5:00 pm – 7:00 pm (rehearsal) 7:00 pm – 10:00 pm (concert)	Auditorium	\$690
4	Mary Beth Snow's Dance Place, Inc.	Christmas Show	December 4, 2021 (Sat) 12:00 pm – 7:30 pm	Auditorium, F105, F107	\$1,467.50

Informational Items

School	Date	Drill(s)
High School	August 12, 2021 August 11, 2021	Fire Security
Intermediate School	August 13, 2021 August 13, 2021	Fire Security
Primary School	August 9, 2021 August 11, 2021	Fire Security

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

**2. Curriculum and Student Affairs**

A. Revised Teaching Evaluation Rubric (Attachment #2.A)

The Board approves the revised attached rubric as the School District's Teacher Evaluation Instrument for the 2021-22 school year.

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

**3. Finance**

A. Bill List (Attachment #3.A)

The Board approves the payment of bills for September 2021 in the amount of \$2,787,954.96.

B. Secretary and Monthly Cash Reconciliation Reports (Attachment #3.B)

The Board approves the revised Board Secretary's Monthly Financial Report for June 2021.

The Board approves the Board Secretary's Monthly Financial Report and the Monthly Cash Reconciliation Report for July and August 2021.

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

The Board approves the revenue and appropriation transfers for July and August 2021. The Board also acknowledges receipt of the State of NJ mandated transfer reconciliation form for July and August 2021.

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

The Board approves the September 2021 list of Board of Education Members and School District Staff travel and related expense reimbursements.

E. Revised Contract for Athletic Training (Attachment #3.E)

The Board approves the revised contract with Rothman Institute for athletic training services for the 2021-22 school year.

F. Atlantic County Special Services School District Agreement for Itinerant Services

The Board approves, on an as-needed basis, the 2021-22 Agreement for Itinerant Services with the Atlantic County Special Services School District.

***Motion carried with a vote to abstain from Mrs. Newman.***

G. Digital Production Services

The Board participates in a Cooperative Pricing Agreement with the City of Ocean City for the joint bidding of digital production recording services for Ocean City Council meetings and Board of Education meetings. At the bid opening on May 4, 2021, a bid was received from Just Right TV Productions, LLC. The Board approves the awarding of the bid to Just Right TV Productions, LLC as listed below. The contract is effective July 1, 2021, through June 30, 2022.

Rate for services rendered up to a minimum of 2 hours	\$240
Supply of Zoom setup and hosting services	\$60
Rate for services that exceeds the 2-hour minimum, ½-hour increments	\$30
Creation of YouTube for delivery to the Board	\$40
Fee for additional copy of prerecorded files	\$5
Rate for digital recording services for special events and/or recording sessions that are beyond the scope of work outlined and in addition to the schedule meetings, 1-hour increments	\$120
Hourly rate to meet with the Board’s professional personnel for digital broadcast discussions, digital format and other items which may arise during the duration of the contract period	\$60

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

A. New Employment Appointment – Certificated Staff

*The Board approves the following appointment of District certificated staff by roll call vote:*

	Name	School/ Location	Position	Effective Date	Compensation
1	Kathleen Moran	District	12- Month Athletic Trainer	10/1/21	\$71,618.00, MA Step 2*(prorated)

*\*Subject to contract negotiations*

**B. Employment Transfer – Certificated Staff**

*The Board ratifies the following transfer of certificated staff by roll call vote:*

	<b>Name</b>	<b>School/ Location</b>	<b>Current Position</b>	<b>New Position</b>	<b>Effective Date</b>	<b>Compensation</b>
1	George Plamantouras	HS	Elementary School Teacher	High School Teacher of Latin	9/7/21	\$53,353.00, BA Step 2*

*\*Subject to contract negotiations*

**C. Resignations – Non-Certificated Staff**

*The Board approves the following resignations of High School and District non-certificated staff by roll call vote:*

	<b>Name</b>	<b>School/ Location</b>	<b>Current Position</b>	<b>Effective Date</b>
1	Lisa Patrone	HS	Clerical Aide	9/22/21
2	LouAnn Brooks	District	PT Food Service Worker	9/30/21
3	Raymond Conover	District	Special Education Aide	9/17/21

**D. New Employment Appointments – Non-Certificated Staff**

*The Board approves the following appointments of District non-certificated staff by roll call vote:*

	<b>Name</b>	<b>School/ Location</b>	<b>Position</b>	<b>Effective Date</b>	<b>Compensation</b>
1	Molly Kissinger	District	Special Education Aide	On or after 9/23/21	\$23,829.00, Step 1*(prorated)
2	Lisa Patrone	HS	12-Month High School Secretary	9/23/21	\$45,495.00 Step 4 (prorated)
3	LouAnn Brooks	HS	Clerical Aide	10/1/21	\$25,553.00, Step 2 (pro-rated)

*\*Includes \$1,200.00 stipend for Bachelor's Degree*

**E. Statement of Assurance (*Attachment #4.E*)**

The Board approves the attached Statement of Assurance listing the paraprofessional staff and their titles for the September 30, 2021, submission to the New Jersey Department of Education by roll call vote.

**F. New Substitute/Homebound Appointments**

*The Board approves the following appointments of substitute and homebound staff by roll call vote:*

	<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Effective Dates</b>
1	Bernadette Bechta	District	Substitute Teacher	9/23/21 - 6/30/22
2	Randi Nockowitz	District	Homebound Instructor	9/23/21 - 6/30/22

G. Clinical Supervision

The Board approves the following Learning Consultant/Social Worker out-of-district supervision for the 2021-22 school year:

	Name	School/Location	Out of District Staff	Effective Date
1	Ivory Williams	High School	Elisabeth Corona	9/20/21

H. Leave of Absence (Attachment #4.H)

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

	Employee #	School/Location	Paid Days	Unpaid Days	Type of Leave	Effective Dates
1	3863	District	0	Up to 60	Intermittent FMLA/NJFLA	10/1/21-6/30/22

I. Sporting Event Workers

The Board approves the following sporting event workers for the 2021-22 school year by roll call vote:

	Name
1	Jill Berenato
2	Brian Burke
3	Zachary Fox
4	Bernadette Gentilini
5	Michele Rundgren
6	Lousie Stewart

J. Coach

The Board approves the following High School coach for the 2021-22 school year by roll call vote:

	Name	Season	Sport	Position	Stipend
1	Cassie Kincaid	Fall	Field Hockey	Volunteer Coach	N/A

K. High School Extension School

The Board approves the following extension school staff for the 2021-22 school year by roll call vote:

	Name	Position	Max Daily Hours	Stipend*
1	<i>Item removed at the request of Dr. Baruffi.</i>			
2	Lisa O'Neill	History/Electives	3.25	\$32.00/hr
3	Robert Citta	Science	3.25	\$32.00/hr
4	Zachary Fox	Elective Teacher	3.25	\$32.00/hr

\*Stipend pending contract negotiations

L. High School Extra-Curricular Assignments/Stipend Positions

The Board approves the following High School extra-curricular assignments/stipend positions for the 2021-22 school year by roll call vote:

	Name	Description	Tier	Stipend*
1	Caitlin Jagielski	Academic Team	1	\$1,813.00
2	Robert Liess	Mascot Club	4	\$3,480.00
3	Robert Citta	S.T.O.P. Club	1	\$1,813.00
4	George Plamantouras	Latin Club	1	\$1,813.00
5	Lauren Miley	Spanish Club	1	\$1,813.00

\*Stipend pending contract negotiations

M. Resignation

The Board accepts the following resignation by roll call vote:

	Name	School/Location	Position	Effective Date
1	Carly Benson	High School	National Honor Society Co-advisor	9/23/21

Informational Items

- A. The additional members of the 504 Accommodation Plan Committee for the High School for the 2021-22 school year are as follows:

Name	School/Location	Position
Dane Tabano, Guidance Counselor	HS	Team Member
Ivory Williams, School Social Worker	HS	Team Member

- B. The additional members of the Intervention and Referral Services Team for the High School for the 2021-22 school year are as follows:

Name	School/Location	Position
Shannon Pruitt, Teacher	HS	Team Member
Stephanie Lancaster Hurless, LTDC	HS	Team Member

- C. The additional member of the Safety/Climate Team (HIB) for the High School for the 2021-22 school year are as follows:

Name	School/Location	Position
Kara Uhrich, Teacher	HS	Team Member

- Negotiations Committee Report – Mr. Whelan, Chairperson  
Mr. Whelan gave a report of the Committee meeting.

**5. Policy**

A. Policies – 1<sup>st</sup> Reading (Attachment #5.A)

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

<b>Policy Number</b>	<b>Policy Name</b>	<b>New</b>	<b>Revised</b>	<b>Mandated</b>
P 1648	Restart and Recovery Plan			
P 1648.02	Remote Learning Options for Families			
P 1648.03	Restart and Recovery Plan – Full Time Remote Instruction			
P 1648.13	School Employee Vaccination Requirements	X		X
P 2422	Comprehensive Health and Physical Education		X	X
P 2467	Surrogate Parents and Resource Family Parents		X	X
P 3134	Assignment of Extra Duties		X	
P 3142	Nonrenewal of Nontenured Teaching Staff Members		X	
P 4146	Nonrenewal of Nontenured Support Staff Members		X	
P 5111	Eligibility of Resident/Nonresident Students (M)		X	X
<del>P 5114</del>	<del>Children Displaced by Domestic Violence</del>			
P 5116	Education of Homeless Children			
P 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs	X		X
P 6115.02	Federal Awards/Funds Internal Controls – Mandatory Disclosures	X		X
P 6115.03	Federal Awards/Funds Internal Controls – Conflict of Interest	X		X
P 6311	Contracts for Goods or Services Funded by Federal Grants		X	X
P 7432	Eye Protection		X	X
P 8420	Emergency and Crisis Situations		X	X
P 8540	School Nutrition Programs		X	X
P 8550	Meal Charges/Outstanding Food Service Bill	X		X
<del>P 8810</del>	<del>Religious Holidays</del>			

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

B. Regulations – 1<sup>st</sup> Reading (Attachment #5.B)

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

<b>Regulation Number</b>	<b>Regulation Name</b>	<b>New</b>	<b>Revised</b>	<b>Mandated</b>
R 3142	Nonrenewal of Nontenured Teaching Staff Members		X	
R 4146	Nonrenewal of Nontenured Support Staff Members		X	
R 7432	Eye Protection		X	X

Regulation Number	Regulation Name	New	Revised	Mandated
R 7510	Use of School Facilities		X	
R 8420.1	Fire and Fire Drills		X	X

C. OCSD Remote Learning Plan (Attachment #5.C)

The Board adopts the Ocean City School District Remote Learning Plan for the 2021-22 school year.

- Policy Committee Report – Mrs. Newman, Chairperson  
Mrs. Newman gave a report of the Committee meeting.

**6. District Communications/Liaison**

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

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

**1. Buildings & Grounds**

B. Use of Facilities (Ocean City Representatives Only)

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

	Requested By	Activity	Dates/Times Requested	Rooms Needed	Fee Charged
1	City of Ocean City	Adult Pick-Up Basketball	September 22 – June 1, 2022 (Wednesdays) 7:00 pm – 9:00 pm	Main Gym	No charge
2	City of Ocean City	Travel Basketball Practice	November 1 – March 10, 2022 (Mondays, Tuesdays, Thursdays) 5:30 pm – 9:00 pm	Main Gyn	No charge

**2. Curriculum and Student Affairs**

B. Athletic Competition – Home-Schooled Child (Ocean City Representatives Only)

The Board approves the request for a home-schooled child to participate in the Ocean City Intermediate School Athletic Program in accordance with Board Policy #2431, Athletic Competition.

**3. Finance**

H. Donation (Ocean City Representatives Only)

*The Board accepts the following donation for the 2021-22 school year:*

School	Donor	Amount	Use
Intermediate School	AtlantiCare	\$50.00	SEL Programming



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

**N. ESEA Title I and Title III Immigrant Programs Staff and Stipends (Ocean City Representatives Only)**

*The Board approves the following ESEA Title I and Title III Immigrant programs staff and stipends for the 2021-22 school year by roll call vote:*

	<b>Name</b>	<b>Description</b>	<b>Maximum Program Hours</b>	<b>Stipend*</b>
<b>Title III Immigrant</b>				
1	Carole Maurer	Family Literacy Program	8	\$32.00/hr
2	Ashley Schmid	Family Literacy Program	8	\$32.00/hr
3	Carole Maurer	Supplemental Language Instruction Program	32	\$32.00/hr
4	Ashley Schmid	Supplemental Language Instruction Program	32	\$32.00/hr
<b>Title I</b>				
5	Jennifer Gatto	Parent Workshops/Parental Involvement	20	\$32.00/hr
6	Kristen Morey	Parent Workshops/Parental Involvement	20	\$32.00/hr

*\*Stipend pending contract negotiations*

**O. School Fieldwork Placement-Amended (Ocean City Representatives Only)**

*The Board approves the following amended Intermediate School fieldwork placement for the 2021-22 school year by roll call vote:*

	<b>Name</b>	<b>Assigned Staff</b>	<b>School/College</b>	<b>Effective Dates</b>
1	Damien Wilson	Taryn Noll	Stockton University	9/7/21-12/17/21

**P. School Fieldwork Placement (Ocean City Representatives Only)**

*The Board approves the following Intermediate School fieldwork placement for the 2021-22 school year by roll call vote:*

	<b>Name</b>	<b>Assigned Staff</b>	<b>School/College</b>	<b>Effective Dates</b>
1	Myron Jenkins, Jr.	Joseph Bodenlos & R. Scott Bloomstead	Liberty University	9/7/21-12/17/21

**Q. Coach-Amended (Ocean City Representatives Only)**

*The Board approves the following amended Intermediate School coach for the 2021-22 school year by roll call vote:*

	<b>Name</b>	<b>Season</b>	<b>Sport</b>	<b>Position</b>	<b>Stipend*</b>
1	Mikenzie Helphenstine	Fall	Field Hockey	Co-Head Coach	\$2,446.00*

*\*Subject to contract negotiations*

**R. Coach - New Appointment (Ocean City Representatives Only)**

*The Board approves the following Intermediate School coach for the 2021-22 school year by roll call vote:*

	<b>Name</b>	<b>Season</b>	<b>Sport</b>	<b>Position</b>	<b>Stipend*</b>
1	Abigail Sweeney	Fall	Field Hockey	Co-Head Coach	\$2,446.00*

*\*Subject to contract negotiations*

### **APPROVAL OF MINUTES**

Motion by Ms. Gallelli-Keyes, seconded by Ms. Morgan, the Board of Education approved the minutes of the August 25, 2021, Regular Meeting and Executive Session 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**

Dave Breeden, Ocean City, addressed the Board regarding microphone use, the town hall meeting held regarding COVID-19, and his interactions with district administration in the current school year.

Sam Rossetti, Ocean City, addressed the Board regarding an assembly held at the Ocean City Intermediate School.

Kristen Levin, Margate, addressed the Board regarding the Governor's mask mandate for New Jersey schools.

Lauren Plasket, Ocean City, addressed the Board regarding student academic eligibility at the high school related to the prior school year's modified schedule due to COVID-19.

Jennifer Bowman, Ocean City, addressed the Board regarding the 2021 homecoming dance and high school bathroom restrictions.

Robin Shaffer, Ocean City, addressed the Board supporting previous comments made during the public comment session, the high school wellness room, and the district mask survey.

Bill Shaffer, Ocean City, addressed the Board regarding difficulty hearing Board of Education members at the table and teacher comments on masks and vaccines.

### **BOARD COMMENTS**

Board of Education comments included thanks to those participating in public comment and discussion related to public comments, back-to-school night information for the current school year, mask survey information being available at back-to-school nights, concerns raised regarding the 2021 high school homecoming dance, the high school wellness room, and damage to school property as a result of a social media "TikTok challenge."

### **BOARD PRESIDENT COMMENTS**

President Clark commented on the opening of schools and upcoming county NJSBA meetings.

### **EXECUTIVE SESSION**

Motion by Ms. Gallelli-Keyes, seconded by Mr. Holmes, 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 of personal confidentiality rights, including but not limited to, staff and/or student discipline matters; Matters concerning negotiations, and specifically: OCEA; and Matters involving personnel issues, including but not limited to, the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or discipline of any public officer or employee.

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 to conduct business at the conclusion of the executive session.

The meeting adjourned into Executive Session at 8:49 p.m.

Ms. Gallelli-Keyes and Ms. Morgan left the meeting at 8:49 p.m.

**RECONVENE MEETING**

Motion by Mr. Holmes, seconded by Mr. Bauer, and carried unanimously to reconvene the meeting at 10:40 p.m.

*Motion by Dr. Kane, seconded by Mr. Bauer, and carried unanimously by roll call vote, the Board of Education approved the following Interim Superintendent’s recommendations.*

The following additional items were recommended by Dr. Baruffi.

**Personnel Addendum**

A. New Employment Appointment – Non-Certificated Staff

*The Board approves the following appointment of District non-certificated staff by roll call vote:*

	<b>Name</b>	<b>School/Location</b>	<b>Position</b>	<b>Effective Date</b>	<b>Compensation</b>	<b>Note</b>
1	Suni Wood	District	Special Education Aide	On or after 9/27/21	\$23,829.00, Step 1*(prorated)	Filling a vacancy

*\*Includes \$1,200.00 stipend for Bachelor’s Degree*

B. Resignation – Non-Certificated Staff (Ocean City Representatives Only)

*The Board approves the following resignation of District non-certificated staff by roll call vote:*

	<b>Name</b>	<b>School/Location</b>	<b>Position</b>	<b>Effective Date</b>	<b>Note</b>
1	Kristine Swartz	PS	Preschool Aide	9/30/21	

C. **New Employment Appointment – Non-Certificated Staff (Ocean City Representatives Only)**

*The Board approves the following appointment of District non-certificated staff by roll call vote:*

	<b>Name</b>	<b>School/Location</b>	<b>Position</b>	<b>Effective Date</b>	<b>Compensation</b>	<b>Note</b>
1	Erin Howard	PS	Preschool Aide	10/1/21	\$23,829.00, Step 1*(prorated)	Filling a vacancy

*\*Includes \$1,200.00 stipend for Bachelor's Degree*

D. **New Employment Appointment – Certificated Staff**

*The Board approves the following appointment of District certificated staff by roll call vote:*

	<b>Name</b>	<b>School/Location</b>	<b>Position</b>	<b>Effective Date</b>	<b>Compensation</b>
1	Jennifer O'Brien	District	Mental Health Counselor/Student Assistance Coordinator	On or after 10/1/21	\$78,615.00, MA Step 8*(prorated)

*\*Salary pending contract negotiations*

**ADJOURNMENT**

Motion by Dr. Kane, seconded by Mr. James, and carried unanimously to adjourn the meeting at 10:48 p.m.

Respectfully submitted,

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Timothy E. Kelley  
Business Administrator/  
Board Secretary

/lp