

ABSECON BOARD OF EDUCATION
Regular Board of Education Meeting
Tuesday, November 28, 2023
ECA Gym

A. MEETING CALLED TO ORDER

The meeting was called to order at 7:04 pm in the Cafetorium, with the president, Mr. Neal, presiding.

B. FLAG SALUTE

C. SUNSHINE LAW

Mr. Neal announced that the meeting is being held in compliance with the Sunshine Law, in that a notice was posted with the City Clerk, and on the Bulletin Board in the City Hall, and the newspapers were notified.

Mr. Neal announced that a mechanical device will be used to record these proceedings.

D. ROLL CALL

Dr. Dooley took roll call.

Board Members	Present	Absent	Administration	Present
Ms. Hudson	X		John Hansen	(Absent)
Mr. Cottrell	X		Dr. Daniel Dooley	X
Mr. Rynkiewicz	X		Alaina Baner	X
Ms. Wallace		X		
Ms. Law		X		
Ms. Marczyk	X			
Mr. Neal	X			

THE ABSECON BOARD OF EDUCATION USES A “CONSENT AGENDA” PROCEDURE.

- a. Mr. Neal moved to approve Mrs. Alaina Baner as the Interim Board Secretary for the November 28, 2023 and December 19, 2023 Board of Education Meetings.

The motion was seconded by Ms. Marczyk, and unanimously carried by a roll call vote..
 Mr. Wallace, Ms. Law, Absent.

E. MINUTES -

- a. Mr. Rynkiewicz moved to approve the following minutes as read as amended:

Board Meeting October 26, 2023

The motion was seconded by Ms. Hudson, and unanimously carried by a roll call vote.
 Mr. Neal, Ms. Marczyk, Abstain. Ms. Wallace, Ms Law, Absent.

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- b. Mr. Rynkiewicz moved to approve the following minutes as read:

Executive Session

October 26, 2023

The motion was seconded by Ms. Hudson, and unanimously carried by a roll call vote. Mr. Neal, Ms. Marczyk, Abstain. Ms. Wallace, Ms Law, Absent.

F. CORRESPONDENCE: None

G. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

Meeting was opened/closed to the public for agenda items only at 7:10 pm. No public comments.

H. MONTHLY DEPARTMENT REPORTS

★ Superintendent

- Community Award/Recognition - Dr. Dooley and Mr. Neal spoke words of admiration and dedicated the score board to Johnny "I" Eisenlohr
- Field Hockey - Presentation by Catherine McGowan and Cailin McCully. The Team received Certificates.
- Cross Country - Presentation by Robert Broomhead and John White. The Team received Certificates.
- Maintenance/Custodians - Dr. Dooley honored all custodians.

★ Presentation: 2022/2023 Annual Comprehensive Financial Report (AcFR) and Management Report: Auditor from Ford, Scott and Associates, LLC, Laura Rohman

★ Marsh

★ Attales

★ Special Services

★ Curriculum

★ Facilities Committee

★ Technology

★ Safety & Security

★ Enrollment - 921

★ Delegate to NJSBA - Chris Cottrell will be attending the Delegate Assembly in Trenton on Saturday, 12/02/2023

I. EDUCATIONAL POLICIES COMMITTEE:

Mr. Neal asked questions about approving Matthew Adams. OPRA requests were discussed.

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1. HIB Reports -

- a. Upon the recommendation of the Superintendent, motion to confirm the October HIB reports.
- b. HIB Reports: November 2023
HAM: 0 Reported 0 Confirmed
ECA: 4 Reported 0 Confirmed

J. PERSONNEL:

2. Resignation - Upon the recommendation of the Superintendent, motion to accept the resignation of Josephine Hoyos, Instructional Assistant, as of November 24, 2023.

3. New Hire -

- a. Upon the recommendation of the Superintendent, motion to ratify Zubayeth Syed as a Long Term Substitute Teacher at a prorated annual salary of \$57,491 based on Step 1 of the BA salary guide from November 27, 2023 to June 15, 2024. [11-120-100-101/11-130-100-101]
Employment is provisional pending certification verification, employment history and background check
- b. Upon the recommendation of the Superintendent, motion to ratify Kaila Biggs as an Instructional Assistant at a prorated salary of \$19,952 on Step 1 of the salary guide from November 8, 2023 to June 15, 2024. [20-218-100-106]
Employment is provisional pending employment history and background check
- c. Upon the recommendation of the Superintendent, motion to approve Lakesha Brown as an Instructional Assistant at a prorated salary of \$21,570 on Step 5 of the salary guide from November 29, 2023 to June 15, 2024. [20-218-100-106]
Employment is provisional pending employment history and background check
- d. Upon the recommendation of the Superintendent, motion to approve Kyra Martone as a 60% Instructional Assistant at a prorated salary of \$12,331 based on Step 3 of the salary guide from November 29, 2023 to June 15, 2024. [11-000-217-106]
Employment is provisional pending employment history and background check
- e. Upon the recommendation of the Superintendent, motion to approve Emily Higbee as an Instructional Assistant at a prorated salary of \$19,952 on Step 1 of the salary guide from January 2, 2024 until February 29, 2024 [11-000-217-106]

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- f. Upon the recommendation of the Superintendent, motion to approve Emily Higbee as a Long Term Substitute Teacher at a prorated salary of \$57,491 on step 1 of the BA salary guide starting March 1, 2024 until June 15, 2024, or last calendar day of school. [11-120-100-101/11-130-100-101]
Employment is provisional pending certification verification, employment history and background check

 - g. Upon the recommendation of the Superintendent, motion to approve Shay-Lon Edwards as a Substitute Teacher at a rate of \$99 per day from November 29, 2023 to June 15, 2024. [11-120-100-101/11-130-100-101]
Employment is provisional pending certification verification, employment history and background check

 - h. Upon the recommendation of the Superintendent, motion to approve Matthew Adams as a Substitute Teacher at a rate of \$99 per day from November 29, 2023 to June 15, 2024.
Employment is provisional pending certification verification, employment history and background check

 - i. Upon the recommendation of the Superintendent, motion to approve Matthew Adams as a Substitute Aide at a rate of \$85 per day from November 29, 2023 to June 15, 2024.
4. Medical Leave -
- a. Upon the recommendation of the Superintendent, motion to ratify the medical leave of employee #95215307 as of October 30, 2023.

 - b. Upon the recommendation of the Superintendent, motion to ratify the medical leave of employee #58033788 as of November 13, 2023 with an estimated return date of December 4, 2023.

 - c. Upon the recommendation of the Superintendent, motion to approve the medical leave of employee #24010142 as of December 1, 2023 with an estimated return date of February 1, 2024.

 - d. Upon the recommendation of the Superintendent, motion to approve the extended medical leave of employee #16883563 from December 1, 2023 to January 2, 2024.
5. Administrative Leave - Upon the recommendation of the Superintendent, motion to ratify the Administrative Leave of employee #71810857 as of November 8, 2023, pending results of fitness for duty examination.

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6. Contract Extension - Upon the recommendation of the Superintendent, motion to approve the contract extension of Marissa Cooper as a Long Term Substitute Counselor, Instructional Assistant, and Teacher from December 23, 2023 to April 30, 2024.

K. CURRICULUM:

7. Preschool Operational Plan - Upon the recommendation of the Superintendent, motion to approve the 2024-2025 Annual Preschool Operational Plan Update.
8. Preschool Enrollment Projections - Upon the recommendation of the Superintendent, motion to approve the 2024-2025 Preschool Enrollment Projections.
9. Transfer -
 - a. Upon the recommendation of the Superintendent, motion to approve the transfer of Kristin Barth from 30% Physical Therapist to 40% Physical Therapist at a rate of \$28,622, as of November 29, 2023.
 - b. Upon the recommendation of the Superintendent, motion to approve the transfer of Meredith Urban from Instructional Assistant to Substitute Teacher, with a daily rate of \$99, as of December 20, 2023. [11-120-100-101/11-130-100-101]
 - c. Upon the recommendation of the Superintendent, motion to approve the transfer of Cailin McCully, Long Term Substitute Computer Science and Design Thinking Teacher to Second Grade Teacher as of February 1, 2024. [11-130-100-101]
10. Homebound Instruction Teacher - Upon the recommendation of the Superintendent, motion to approve the following as Homebound Instruction Teachers at \$40 per hour for the 2023-2024 school year: [11-150-100-101/11-219-100-101]

Ali Camac

Allene Brady

11. Homebound Instruction -
 - a. Upon the recommendation of the Superintendent, motion to ratify Homebound Instruction for SID #9794825376 for 10 hours per week, over no fewer than three days, beginning November 20, 2023, through completion of medical assessment.
 - b. Upon the recommendation of the Superintendent, motion to approve Homebound Instruction for SID #2486357294 for 10 hours per week, over no fewer than three days, beginning November 30, 2023, through completion of medical assessment.

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- c. Upon the recommendation of the Superintendent, motion to approve Homebound Instruction for SID #9092066431 for 10 hours per week, over no fewer than three days, beginning January 20, 2024, through approximately March 22, 2024.

12. STARS Staff - Upon the recommendation of the Superintendent, motion to approve the following STARS Staff for the 2023-2024 school year at \$17 per hour: [61-NON-920-100]

Lisette Vasquez Maryn Olson Kyra Martone
 Matt Adams

13. Bus Aide - Upon the recommendation of the Superintendent, motion to ratify the following staff as Bus Aides for the 2023-2024 school year at a rate of \$17 per hour: [11-000-270-107]

Sarah Busch Thomason Ana Delgado Jahayra Chavez

14. Additional Staffing - Upon the recommendation of the Superintendent, motion to approve 4 AEA Staff members at \$40 per hour, not to exceed 3 hours, for assistance during the Atlantic County NJSBA event on December 5, 2023.

15. Thomas Jefferson University Occupational Therapy Intern - Upon the recommendation of the Superintendent, the Committee moves to approve the following Thomas Jefferson University Occupational Therapy Intern for the 2023-2024 school year:

Name	Clinical Practice/Hours	Cooperating Teacher	Dates
Kathryn Gibbons	Occupational Therapist Intern	Ana Heald	January 2, 2024 - March 22, 2024

16. Stockton University Fieldwork Placement - Upon the recommendation of the Superintendent, the Committee moves to approve the following Stockton University Fieldwork Placement for the 2023-2024 school year:

Name	Clinical Practice/Hours	Cooperating Teacher	Dates
Ciara Donaldson	Introductory Fieldwork (80 Hours)	Delaya Rosenberger	January 16, 2024 - May 3, 2024

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17. Stipends - Upon the recommendation of the Superintendent, motion to approve the following Stipends for the 2023-2024 school year:

Staff Member	Position	Amount	Account #
Nilceya Ramirez	Spanish Club	\$1,800	11-401-100-110
Ana Avalos	Bus Maintenance	\$1,800	11-000-270-160
Jessica Carver	Therapy Dog Coordinator January 1, 2024-June 30, 2024	\$1,200	11-000-218-104

18. Field Trips - Upon the recommendation of the Superintendent, motion to approve the following Field Trips for the 2023-2024 school year:

GRADE/GROUP	DATE	FIELD TRIP	COST
STARS	December 18-21, 2023	Silver Fox Farms	The Cost of Busing
8th Grade	Monday, June 3, 2024	Beachcomber Camping Resort	The Cost of Busing
7th Grade	Friday, June 7, 2024	Ocean City Playland's Castaway Cove	The Cost of Busing

19. Out of District Workshops - Upon the recommendation of the Superintendent, motion to approve the following Out of District Workshops for the 2023-2024 school year:

DATE	NAME	LOCATION	EVENT	REGISTRATION
November 29, 2023	Jessica Newkirk Emily Johnson	Virtual	NJCEE Session Supporting Multilingual Learners	-
December 1, 2023	Jessica Newkirk	Virtual	Increase ELL Students' Fluency in Reading, Writing & Speaking: Timesaving Strategies	\$279
December 7-8, 2023	Melissa VanEmbden	Virtual	Advanced Training in Collaborative &	\$435

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DATE	NAME	LOCATION	EVENT	REGISTRATION
			Proactive Solutions	
December 8, 2023	Dr. Daniel J. Dooley Lindsay Reed Jessica Carver Mary Alvarado Genna Saltarelli Claire Sylvester Alaina Baner	Rowan University	The National Dog Show Therapy Dog Symposium	\$65 Registration Fee & The Cost of Mileage
January 23, 2024	Jessica Newkirk	Virtual	Strengthen ELL Students' Learning in PreK & K	\$279
February 12, 2024	Jessica Newkirk	Virtual	Improve ELL Students' Learning Using Multisensory Vocabulary Instruction	\$279

L. POLICY

20. Board of Education Policies - Upon the recommendation of the Superintendent, motion to approve and adopt the following Board of Education policies:

Policy Number	Reading	Policy
2121 Exhibit	2nd Reading	Organizational Chart

Ms. Marczyk moved to approve items 2, 3a, 3b, 3c, 3d, 3e, 3f, 3g, 3h, 3i, 4a, 4b, 4c, 4d, 5, 6, 7, 8, 9a, 9b, 9c, 10, 11a, 11b, 11c, 12, 13, 14, 15, 16, 17, 18, 19, and 20.

The motion was seconded by Ms. Hudson, and unanimously carried by a roll call vote. Ms. Wallace, Ms Law, Absent.

FISCAL AFFAIRS COMMITTEE:

M. FINANCE:

21. School Board Member - Election Results November 7, 2023 - Motion to accept the election results from the November 7, 2023 election for school board member as follows:

- Theresa L. Hudson 1,392
- Eric Neal 1,325

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→ Kelly J. Grace 946
→ Write-In 55

Theresa Hudson and Eric Neal were each elected to a three year term, January 2024 - December 2026.

22. Annual Comprehensive Audit - Motion to accept the 2022-2023 Annual Comprehensive Financial Report, Synopsis of the Audit Report, and Corrective Action Plan

The auditor reviewed the 2022-2023 Annual Comprehensive Financial Report, Synopsis of audit in detail. Dr. Dooley reviewed the Corrective Action Plan.

23. Joint Transportation Agreement with Brigantine Board of Education - Motion to approve the FY24 joint transportation agreement with Brigantine Board of Education (joiner) and Absecon Public Schools (host) to transport students for school related activities to Gardner's Basin in Atlantic City for a total cost of \$450.00 per bus.
24. Tuition Contract for Atlantic County Special Services School District -Motion to ratify the 2023-2024 tuition contract with Atlantic County Special Services School District for student 11109005 at an annual cost of \$40,500.00 (\$225.00/per day), prorated for the period 10/23/2023-06/30/2024.
25. Budget Calendar - Motion to approve the 2024-2025 School Budget Calendar.
26. Health and Safety Evaluation of School Buildings Checklist - Marsh School - Motion to approve the Health and Safety Evaluation of the Marsh School Building Checklist for the 2023-2024 school year, dated October 25, 2023.
27. Health and Safety Evaluation of School Buildings Checklist - Attales School - Motion to approve the Health and Safety Evaluation of the Attales School Building Checklist for the 2023-2024 school year, dated October 25, 2023.
28. Joint Transportation Agreement with Greater Egg Harbor Regional High School District - Motion to approve the FY24 joint transportation agreement with Absecon Board of Education (joiner) and Greater Egg Harbor Regional High School District (host) to transport the following students:
- a. Student 11106884 to and from Pinelands Learning Center
September 1, 2023 through June 30, 2024
180 days @ \$144.50/day + (5% admin Fee) = \$27,310.50
 - b. McKinney-Vento Student 11108597 to and from H.A. Marsh School
In compliance with the McKinney-Vento Act, the prior district of resident is responsible for the estimated costs.

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September 1, 2023 through September 22, 2023
10 days @ \$292.26/day + (5% admin Fee) = \$3,068.73

Mr. Cottrell moved to approve items 21, 22, 23, 24, 25, 26, 27, 28a, and 28b.

The motion was seconded by Mr. Rynkiewicz, and unanimously carried by a roll call vote. Ms. Wallace, Ms Law, Absent.

N. OTHER BUSINESS:

29. TRANSFERS - Motion to ratify October transfers.

30. MONTHLY PURCHASE ORDERS/BILLS - Motion to approve the following:

Bills to be Approved for Payment	\$	668,544.74
Checks to be Ratified	\$	10,650.49
Payroll (October) to be Ratified	\$	1,241,967.24

Mr. Cottrell moved to approve items 29 and 30.

The motion was seconded by Mr. Rynkiewicz, and unanimously carried by a roll call vote. Ms. Wallace, Ms Law, Absent.

O. OLD BUSINESS: None

P. NEW BUSINESS: None

Q. PUBLIC COMMENTS

Meeting was opened/closed to the public at 9:06 pm. No public comments.

R. NEXT MEETING DATE - December 19, 2023

S. EXECUTIVE SESSION - Motion to adopt the following resolution: BE IT RESOLVED by the Absecon Board of Education that, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.) it shall enter into the Executive Session to discuss personnel, student matters and potential litigation. The information discussed can be disclosed to the public only upon formal written request to the board secretary at the next work, special, or regular meeting to determine if the time and circumstances would be appropriate to disclose the information discussed. At the conclusion of this session the Board of Education will reconvene the regular portion of the meeting and action may, or may not, be taken.

The Board did not enter into Executive Session at this time.

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- T. ADJOURNMENT - On a motion by Mr. Neal, seconded by Mr. Rynkiewicz, and unanimously carried by a voice vote, the meeting was adjourned at 9:08 pm. Ms. Wallace, Ms Law, Absent.

Respectfully submitted,

Alaina M. Baner,
Interim Board Secretary