

ABSECON BOARD OF EDUCATION
Regular Board of Education Meeting
Tuesday, December 20, 2022
Cafetorium

A. MEETING CALLED TO ORDER

The meeting was called to order at 7:00 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

Board Members	Present	Absent	Administration	Present
Ms. Hudson	X		Tina Maruca	X
Mr. Cottrell	X		Dr. Daniel Dooley	X
Mr. Rynkiewicz		X		
Ms. Wallace	X			
Ms. Law	X			
Ms. Marczyk	X			
Mr. Neal	X			

THE ABSECON BOARD OF EDUCATION USES A "CONSENT AGENDA" PROCEDURE.

E. MINUTES -

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

Board Meeting

November 22, 2022

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

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

Executive Session Minutes

November 22, 2022

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

F. CORRESPONDENCE - None

G. PUBLIC COMMENTS ON AGENDA ITEMS ONLY

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

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H. MONTHLY DEPARTMENT REPORTS

★ Superintendent

- Marsh
 - TOTY Recipient - Mrs. Rose Guerrero
 - ESP Recipient - Mr. Brian Kehoe
- Attales
 - TOTY Recipient - Mrs. Nilceya Ramirez
 - ESP Recipient - Ms. Kelly Montgomery
- *Both Marsh and Attales Student Performances (Band and Choir)*
- *Attales Girls Co-Champion Cross Country Team Recognitions*
- Safety & Security: Visitor Management System presented by School Safety and Security Specialist, Mr. Brian Kehoe
- *Updates:*
 - Attales Principal
 - Marsh Principal
 - Special Services/Curriculum
 - Facilities Committee
 - Technology
- Enrollment - 944

★ Delegate to NJSBA

EXECUTIVE SESSION - Mr. Cottrell moved 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 motion was seconded by Ms. Hudson and unanimously carried by a roll call vote. Mr. Rynkiewicz, Absent.

On a motion by Mr. Cottrell, seconded by Ms. Hudson, and unanimously carried by a voice vote, the Executive Session was declared closed at 9:10 pm. Mr. Rynkiewicz, Absent.

I. EDUCATIONAL POLICIES COMMITTEE:

1. HIB Reports -

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- a. Upon the recommendation of the Superintendent, motion to confirm the November HIB reports.

- b. HIB Reports: December 2022
HAM: 0 Reported 0 Confirmed
ECA: 2 Reported 0 Confirmed

J. PERSONNEL

2. Resignation -

- b. Upon the recommendation of the Superintendent, with regret, motion to ratify the resignation of Joanna Schallus, Instructional Assistant, effective November 30, 2022.

- c. Upon the recommendation of the Superintendent, with regret, motion to accept the resignation of Rachel Kuczkuda, Instructional Assistant, effective December 23, 2022.

3. Business Administrator/Board Secretary Contract - Upon the recommendation of the Superintendent, motion to approve the contract of Julie Gallagher, Business Administrator/Board Secretary, at a prorated annual salary of \$110,000 to begin February 21, 2023 through June 30, 2023. [11-000-251-104]

4. New Hire -

- a. Upon the recommendation of the Superintendent, motion to approve Victoria Druding as a Long Term Substitute Nurse, as of January 3, 2023 through June 8, 2023, at a prorated salary of \$61,129 on Step 1 of the MA salary guide. [11-000-213-104]

- b. Upon the recommendation of the Superintendent, motion to ratify Emily Garrett as a Lunch Chaperone as of November 29, 2022 through June 15, 2023 at a rate of \$15 per hour. [60-NON-910-100]

- c. Upon the recommendation of the Superintendent, motion to ratify Arthur Vandergrift as a Bus Aide as of December 19, 2022 through June 15, 2023 at a rate of \$15 per hour. [11-000-270-107]

- d. Upon the recommendation of the Superintendent, motion to approve Janae Banff as a Substitute Teacher as of January 3, 2023 at a rate of \$99 per day for the remainder of the 2022-2023 school year. [11-120-100-101/11-130-100-101]

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- e. Upon the recommendation of the Superintendent, motion to approve Ashley Van Tassel as a Substitute Teacher as of January 3, 2023 at a rate of \$99 per day for the remainder of the 2022-2023 school year. [11-120-100-101/11-130-100-101]
Employment is provisional pending certification verification, employment history and background check

- f. Upon the recommendation of the Superintendent, motion to approve Kathleen Antolino as a Substitute Teacher as of January 3, 2023 at a rate of \$99 per day for the remainder of the 2022-2023 school year.
[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 Ashley Haggerty as a Substitute Teacher as of January 3, 2023 at a rate of \$99 per day for the remainder of the 2022-2023 school year.
[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 Aaliyah Pope as a Substitute Teacher as of January 3, 2023 at a rate of \$99 per day for the remainder of the 2022-2023 school year. [11-120-100-101/11-130-100-101]
Employment is provisional pending certification verification, employment history and background check

- i. Upon the recommendation of the Superintendent, motion to approve Julie Melton as a STARS Staff Member as of December 21, 2022 at a rate of \$17 per hour for the remainder 2022-2023 school year. [61-NON-920-100]
Employment is provisional pending certification verification, employment history and background check

- j. Upon the recommendation of the Superintendent, motion to approve Kyle Copsey as a STARS Staff Member as of January 3, 2023 at a rate of \$17 per hour for the remainder 2022-2023 school year. [61-NON-920-100]
Employment is provisional pending certification verification, employment history and background check

- k. Upon the recommendation of the Superintendent, motion to approve Liam Schubel as a Bus Aide as of January 3, 2023 through June 15, 2023 at a rate of \$15 per hour. [11-000-270-107]
Employment is provisional pending certification verification, employment history and background check

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5. Medical Leave - Upon the recommendation of the Superintendent, motion to ratify the medical leave of employee #95697892 from December 8, 2022 - December 22, 2022.

6. Transfer - Upon the recommendation of the Superintendent, motion to approve the transfer of Alison Naoum, Instructional Assistant, to Long Term Substitute Teacher as of January 3, 2023 through May 3, 2023 at a prorated annual salary of \$56,123 on Step 1 BA. [11-213-100-101]

7. Administrative Leave - Upon the recommendation of the Superintendent, motion to ratify the paid administrative leave of employee #53141255 as of December 16, 2022 until further notice, pending investigation.

8. Bus Aide - Upon the recommendation of the Superintendent, motion to ratify Ana Avalos as a Bus Aide at a rate of \$15 per hour as of November 17, 2022 through June 15, 2023. [11-000-270-107]

K. CURRICULUM

9. STARS Staff - Upon the recommendation of the Superintendent, motion to approve the following as STARS staff to be compensated at \$17 per hour for the 2022-2023 school year: [61-NON-920-100]

Kathleen Antolino

Ashley Haggerty

Aaliyah Pope

10. STARS CST Liaison - Upon the recommendation of the Superintendent, motion to ratify the following as a STARS CST Liaison at \$40 per hour as of November 29, 2022: [61-NON-920-100]

Alison Bell

11. Homebound Instruction - Upon the recommendation of the Superintendent, motion to ratify the Homebound Instruction for SID #2916439819 for no less than 10 hours per week over no fewer than 3 days from December 6, 2022 through December 23, 2022.

12. Homebound Instruction Tutor - Upon the recommendation of the Superintendent, motion to ratify the following as Homebound Instruction Tutors for the 2022-2023 school year: [11-150-100-101]

Ali Camac

13. Rate Increase -

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- a. Upon the recommendation of the Superintendent, motion to ratify the rate increase of Carmen Vazquez-Roque, Bus Aide, from \$13 per hour to \$15 per hour as of November 17, 2022. [11-000-270-107]
- b. Upon the recommendation of the Superintendent, motion to approve the daily rate increase for Certified Teacher Substitute, Substitute Certificate, Substitute Instructional Assistant positions as follows, effective January 3, 2023:

Certified Teacher Substitute - From \$96 to \$104

Substitute Teacher - From \$91 to \$99

Sub Instructional Assistant - From \$78 to \$85

- 14. Additional Instructional Aide Hours - Upon the recommendation of the Superintendent, motion to ratify Raevyn Edwards at a rate of \$17 per hour for additional instructional aide hours, not to exceed 5 hours per week, as of November 28, 2022. [11-000-217-106]
- 15. Mentor - Upon the recommendation of the Superintendent, motion to approve the following as Mentors for the 2022-2023 school year:

Gina Sharpley

Meghan DeLucia

- 16. National Institute for Early Education Research - Upon the recommendation of the Superintendent motion to approve Researchers from National Institute for Early Education of Rutgers University to observe and interview 5 randomly selected preschool teachers January 30, 2023 - February 3, 2023.
- 17. Stockton University Fieldwork Placement - Upon the recommendation of the Superintendent, the Committee moves to approve the following Stockton University Fieldwork Placements for Spring 2023:

Stevie Unger	80 hours	3rd Grade	Jessica Packard	January 17, 2023 - May 5, 2023
Nicole Pinto	100 hours	PreK	Meghan DeLucia	January 17, 2023 - May 5, 2023

- 18. Rowan University Clinical Practice - Upon the recommendation of the Superintendent, the Committee moves to approve the following Rowan University Clinical Practice students for Spring/Fall 2023:

Ryan Simpson	Clinical Practice I	K-5	Doug Scholder	March 13, 2023 - April 27, 2023
Ryan Simpson	Clinical	K-5	Doug Scholder	September 5, 2023 -

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	Practice II			October 27, 2023
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19. Stipends - Upon the recommendation of the Superintendent, motion to approve the following Stipends for the 2022-2023 school year:

Staff Member	Position	Amount	Account #
Michele Miller	Softball Coach	\$1,800	11-402-100-110
Catherine McGowan	Softball Coach	\$1,800	11-402-100-110
Kristin McSorley	Softball Coach	\$1,800	11-402-100-110
Alison Hess	Pep Squad	\$1,800	11-402-100-110
Shana Caputo	Pep Squad	\$1,800	11-402-100-110
Robert Broomhead	Site and Safety Coordinator (January - June 2023)	\$1,800	20-280-200-100
Brian Kehoe	STARS Assistant Director (January - June 2023)	\$6,500	61-NON-920-100

20. Field Trips - Upon the recommendation of the Superintendent, motion to approve the following Field Trips for the 2022-2023 school year:

GRADE/GROUP	DATE	LOCATION	COST
Attales	January 10, 2023	Humane Society of Atlantic County	The cost of busing
Jazz Band	January 12, 2023	Ventnor Middle School (27th Annual Non-competitive Middle School Jazz Band Festival)	Fee:\$225 The cost of busing
Safety Patrol	June 8, 2023	Winding River Campground	The cost of busing
7th Grade	June 12, 2023	Ocean City Boardwalk	The cost of busing

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21. Out of District Workshops - Upon the recommendation of the Superintendent, motion to approve the following Out of District Workshops for the 2022-2023 school year:

DATE	NAME	LOCATION	EVENT	REGISTRATION
January	Alison Hess	Self Paced/Online	Executive Function Mastery Course: Evidence Based Strategies to Improve Attention, Memory, & Self Regulation	\$249.99
January 25 - 27, 2023	Mike Morris Jeff Mannering Kevin Burns Christina King Susie Tramontana	Harrah's AC	TECHSPO	\$515/per person
TBD	Kim Shigo	Virtual	Practical Functional assessment and Skill-Based Treatment	\$300
January 30, 2023	Ana Heald	Virtual	Practical Interventions for Increasing the Success of Your School-Based OT Outcomes	\$279
February 17, 2023	Alison Bell Elizabeth Ewart Genna Saltarelli Beverly Fahy Nancy Fetter Samantha Stoll Elaina Loveland Regina Lamcken Meghan DeLucia Danielle Bergeron Kristen Rossi Rachael DiCioccio Julie Batten Jenna Graves Suzanne Rhodes	In District Training	GOLD: Using the Assessment Cycle to Strengthen Teaching and Learning	\$3,495

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	Chelsea Fortunato Amy Scalfaro			
TBD	Gina Sharpley	Stockton SRI & ETTC	Mentor Training	36 ETTC Hours or \$874

Ms. Law moved to approve items 1a, 1b, 2a, 2b, 3, 4a, 4b, 4c, 4d, 4e, 4f, 4g, 4h, 4i, 4j, 4k, 5, 6, 7, 8, 9, 10, 11, 12, 13a, 13b, 14, 15, 16, 17, 18, 19, 20, and 21.

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

FISCAL AFFAIRS COMMITTEE:

L. FINANCE

22. 2022/2023 Tuition Contract for McKinney-Vento Student (Sent) - The student is attending Greater Egg Harbor Regional High School District. In compliance with the McKinney-Vento Act, the prior district of residence is responsible for the estimated tuition costs. Contracts are in the format prescribed by the State of New Jersey and are available in the Business Office for review. Motion to approve the 2022/2023 tuition contract for student SID #5815080538, Grade 11, with Greater Egg Harbor Regional High School District, \$94.45 per diem tuition, effective 11/06/2022-06/30/2023 (139 days, \$13,128.55)

23. Revise Lease Renewal of School Buses - Motion to revise the bus lease agreement with Carson Valley Leasing, LLC (with payment made to Sheppard Bus Company) for the lease of school buses for the 2022/2023 school year as follows:

Five	(5) 54 Seat Buses (July-June)	\$ 93,430.80
Five	(5) 54 Seat Buses (Sept-June)	\$ 83,209.50
One	(1) 25 Passenger Bus with wheelchair access and air conditioning (July-Nov)	\$ 8,320.95
One	(1) Full-Size Wheel Chair Bus with wheelchair access and air conditioning (Dec-June)	\$ 17,920.00

Total: \$ 202,881.25

24. Update Long Range Facilities Plan - Be it Resolved, by the Absecon Board of Education to approve the minor amendment of the 2019 Long Range Facilities Plan to be consistent with proposed school facilities projects related to upcoming projects. Further, the Board authorizes Spiezle Architectural Group Inc to make the submission to the Department of Education on behalf of the district.

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25. Revise June 30, 2022 Transfer of Current Year Surplus to Capital Reserve - WHEREAS, NJAC 6A:23A-14.3 and 14.4 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a board of education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Absecon Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, June 30, 2022, and

WHEREAS, the Absecon Board of Education has determined that an amount not to exceed \$1,200,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Absecon Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

This transfer amount is retroactive to June 30, 2022.

26. Agreement to Provide Business Office Services - Motion to ratify the Agreement to Provide Business Office Services with Tina Maruca at a rate of \$525/day not to exceed 6 days.
27. Certification in Support of Receipt of FY2023 Funding for Emergent and Capital Maintenance Projects - Motion to ratify authorization for the Interim Business Administrator to complete the certification in Support of Receipt of FY2023 Emergent and Capital Maintenance Projects. This grant allocation, \$23,652, will be used to offset part of the cost of the Marsh roof replacement project completed this school year.
28. Electrical Services - Motion to approve the bid award for electrical services to Northeast Electrical Services, LLC through Educational Data Services, Inc Bid #11651, through December 1, 2023 as follows:

Mechanic:	\$97/hour + \$1/hour for bucket truck
Mark-up to wholesale costs:	10%
Outdoor Lighting:	\$120/hour
OL Mark-up to wholesale costs:	15%

29. Plumbing Services - Motion to approve the bid award for plumbing services to Northeast Plumbing Services, LLC through Educational Data Services, Inc Bid #10881, through December 1, 2023 as follows:

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Labor Rate: \$104.25/hour
Mark-up to wholesale costs: 30%

30. Custodial Supplies - Motion to approve Bid # ESCNJ 21/22-18, Bid Term 1/22/22-1/21/23, Extended to 1/21/24 for custodial supplies.

31. Resolution to apply for the Local Recreation Improvement 2023 Grant

Whereas, the Absecon Board of Education desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for up to \$100,000. The District intends to collaborate with the City of Absecon to carry out a project for improvement of the sports field(s).

Be it therefore RESOLVED,

- 1) That the Absecon Board of Education does hereby authorize the application for such a grant; and,
- 2) Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between Absecon Board of Education and the New Jersey Department of Community Affairs

Be it further RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Mr. Eric Neal, Board President

Ms. Tina Maruca, Interim Business Administrator/Board Secretary

32. Local Food for Schools Cooperative Agreement (LFS) - Motion to approve the Local Food for School Cooperative Agreement to participate in the program to purchase local foods for students. The allocation for Absecon Schools is \$3,101. The program runs through March, 2024.

Mr. Cottrell moved to approve items 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, and 32.

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

M. OTHER BUSINESS:

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33. TREASURER'S & SECRETARY'S REPORT - Motion to acknowledge the receipt of the Treasurer's and Secretary's Report for November, *which is in agreement*.
34. BOARD SECRETARY MONTHLY CERTIFICATION - Motion, that after review and pursuant to N.J.A.C. 6A:23A-16.10(c)4, the Absecon Board of Education certifies that as November 30, 2022, after review of the Secretary's and Treasurer's Monthly Financial Reports (Revenue and Appropriation Sections), and upon consultation with the appropriate district officials that, to the best of our knowledge, no Major account or fund has been expended in violation of N.J.S.A. 18A:22-8.1-8.2, and there have been no changes in anticipated revenue sources and/or amounts so that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
35. TRANSFERS - Motion to ratify November transfers.
36. MONTHLY PURCHASE ORDERS/BILLS - Motion to approve the following:
- | | |
|-----------------------------------|-----------------|
| Bills to be Approved for Payment | \$ 1,268,656.89 |
| Payroll (November) to be Ratified | \$ 1,179,021.66 |

Mr. Cottrell moved to approve items 33, 34, 35, and 36.

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

N. OLD BUSINESS - None

O. NEW BUSINESS - None

P. PUBLIC COMMENTS

Meeting was opened/closed to the public at 9:32 pm. No public comments.

Q. NEXT MEETING DATE - January 3, 2023

R. 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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- S. ADJOURNMENT - On a motion by Mr. Cottrell, seconded by Ms. Marczyk, and unanimously carried by a voice vote, the meeting was adjourned at 9:34 pm. Mr. Rynkiewicz, Absent.

Respectfully submitted,

Tina Maruca
Board Secretary