

MARGATE CITY SCHOOL DISTRICT

BOARD OF EDUCATION MEETING

AGENDA

September 13, 2023

6:00 P.M.

1. Call to order
2. Pledge of Allegiance
3. Certification of Notice
4. Roll Call
5. Recognition: Honor Retiree Debby Sterling
6. Public Comment: The Board of Education welcomes public comment and views this as an important aspect of community relations. The Board will set aside a portion of every board meeting for public comment on school district issues. Usually, there will be a public comment period devoted exclusively to comment on agenda items and a public comment period dedicated to general school district issues, however, this format may be altered in light of the business of the Board, provided that at least one period is set aside at each meeting for public comment. The maximum length of each public comment period is thirty (30) minutes unless stated otherwise on the meeting agenda.

The public comment period is a time for members of the public to express their comments and/or concerns. It is not a question and answer session. Notwithstanding, members of the administration and/or board members may choose to answer questions raised during public comment periods. They may do so during the public comment period or after it has closed. The public should understand that there are reasons why questions will not be answered, including reasons related to litigation, privacy, confidentiality, employment rights, student rights and the absence of information from which answers can be formulated.

Each speaker making a public comment shall state his name and address before speaking. As stated above, the total amount of time allocated to each comment period is limited. The following additional time limitations also apply. The total amount of time allotted to each speaker is limited to three (3) minutes. A speaker may not extend his or her time by seeking to utilize the unused time of a person who has spoken or who has yet to speak. The total length of time allotted to all speakers making public comment on a particular agenda item or on a particular subject will be limited to ten (10) minutes. The Board President, or the person presiding in the Board President's absence, has flexibility to alter these time limitations. Absent his/her expressly doing so, the time limitations stated here apply.

7. Report of Superintendent of Schools:

A. Enrollment:

| Enrollment as of 8/1/2023 | | Enrollment as of 8/30/2023 | |
|----------------------------------|------------|-----------------------------------|------------|
| Ross School | | Ross School | |
| Pre K (1/2 day) | 4 | Pre K (1/2 day) | 3 |
| Kindergarten | 30 | Kindergarten | 34 |
| Grade 1 | 40 | Grade 1 | 39 |
| Grade 2 | 33 | Grade 2 | 32 |
| Grade 3 | 38 | Grade 3 | 37 |
| Grade 4 | 36 | Grade 4 | 39 |
| Sub-total | 181 | Sub-total | 184 |
| Tighe School | | Tighe School | |
| Grade 5 | 28 | Grade 5 | 29 |
| Grade 6 | 43 | Grade 6 | 45 |
| Grade 7 | 25 | Grade 7 | 25 |
| Grade 8 | 31 | Grade 8 | 33 |
| Sub-total | 127 | Sub-total | 132 |
| *Total Enrollment | 308 | *Total Enrollment | 316 |

***Above enrollment includes Longport and Tuition enrollment below**

Longport Enrollment:

| | |
|-----------------|-----------|
| William H. Ross | 14 |
| Eugene A. Tighe | <u>12</u> |
| Total | 26 |

Tuition Students:

| | |
|-----------------|---|
| William H. Ross | 8 |
| Eugene A. Tighe | 3 |

| | |
|----------------|-----------|
| ACHS (Margate) | 32 |
| OCHS (Choice) | 68 |
| MRHS (Choice) | <u>12</u> |

B. Instructional Support

1. Update on Principal/Director activities
2. Review activity calendars.
3. Review fire drill and security drill report.
4. Review and share Title I Targeted Assistance Program Guidelines and Parental Rights for 23-24
5. Review and share Policy 5131.1 – Harassment, Intimidation, and Bullying for 23-24
6. Review and share Ross and Tighe Schools’ Codes of Conduct for 23-24
7. Review and share updated district Mentoring Plan and District Professional Development Plan for 23-24
8. Review and share updated district curriculum plans for Mathematics, Gifted and Talented, and Computer Science and Design Thinking

C. Communications

D. District Committee Reports

8. MEF Update
9. MEA Report
10. General Board Discussion
11. General Approvals: It may appear to members of the public that the City of Margate Board of Education takes formal action with limited comment or member discussion. This is not so. Prior to the time any formal action is taken, the district administration and school board members thoroughly review all supporting documentation. After each matter has been thoroughly discussed and after the superintendent is satisfied that each matter is ready to be presented to the Board of Education, it is then referred to the appropriate Board Committee for discussion and analysis by members of the Board. The members of the School Board Committees work with the Superintendent to assure that all members are fully briefed on all pertinent details and understand the motions. When the Committees are satisfied with the motions, the motions are then placed on the agenda for action at a public meeting.

A. Personnel

- 1) Approve to accept the retirement of Teresa Osborne as of April 1, 2024.
- 2) Approve the following job descriptions:
 - Secretary to the Principal
 - School Principal and Director of Special Education
 - School Principal and Special Projects
 - Human Resources Clerk/Secretary to the Superintendent/Accounts Payable Clerk
 - Payroll/Benefits/Transportation Clerk
 - Black Seal Mechanic
 - Custodian Worker/Black Seal
 - Custodial Worker
 - Custodial/Maintenance Black Seal Worker
 - Technology Teacher
- 3) Approve up to 5 additional hours of website training and development work over the summer for Amy Hughes and Debby Sterling at the contractual hourly rate to prepare for the release of the new district website. Costs: \$54/hr x 10 = \$540.
- 4) Approve the hiring of Grant Wiesenthal as a custodian at a salary of \$36,000 prorated to his start date.
- 5) Approve Joseph Vassallo as a Substitute Teacher pending completion of paperwork.
- 6) Approve 4 hours at \$14.13 /hr = \$56.52 for Jodi Weber and 1hr for Lisa Manic \$14.13 for training on the new lunch order system.
- 7) Approve Maria Golebiewski as a substitute bus driver, pending completion of paperwork.
- 8) Approve Bernadette Southard as a Substitute Teacher, pending completion of paperwork.

B. Instructional Support/Activities

- 1) Approve an assembly by Ned's Mindset Mission on September 28, 2023. Costs: \$1,400.

C. Field Trips

- 1) Approve the Tighe Environmental Club to attend the 2023 Cape May Student Summit on Thursday, October 5th at the Nature Center of Cape May from 9am to 12:30pm. Staff: Chelsi Crompton and additional chaperones as needed. Costs: Substitutes

D. Contract

- 1) Approve a tuition contract, for one student, with Y.A.L.E. School West for the 2023-2024 school year in the amount of \$63,624.60 plus extraordinary services in the amount of \$49,500.00 for a total cost of \$113,124.60.

E. Facilities/PAC

- 1) Approve the Zumba fundraiser to benefit the Tracy Santoro Scholarship on Thursday, October 19, 2023 from 6-7pm in the Tighe School Gymnasium. Staff: Tracy Magel

F. Workshop

- 1) Approve registering for the NJ School Boards Association annual conference from October 23-26 at a group rate of \$2,200. Staff: Lirone Turner
- 2) Approve the attendance of Lirone Turner at the NJSBA Virtual Labor & Employment Summit on September 28, 2023 from 9:00 am to 2:30 pm. Cost: \$99.00.
- 3) Approve the attendance of Melina Skwarek at the SPELL JIF Joint Retreat from September 27-29, 2023 at The Grand Hotel in Cape May. Costs: To be covered by the JIF.
- 4) Approve the attendance of Melina Skwarek at the NJASBO Policy Review and Updates training on October 31, 2023 from 9:00 am to 1:00 pm at the Westin, Mt. Laurel. Cost: \$125.00 registration fee and travel.
- 5) Approve the attendance of Melina Skwarek at the Virtual School Based Behavioral Threat Assessment and Management Training on September 27, 2023 from 8:30 am to 3:00 pm. Cost: N/A.
- 6) Approve Ryan Gaskill, Jacque Jones and Kaitlin Roselli to attend the online workshops Understanding HIB Characteristics and The Role of the School Climate Team sponsored by the NJ Bar Foundation on September 8, 2023 and October 20, 2023 from 9am to 12pm.
- 7) Approve the registration and reimbursement of Ron Nellom for the ACIT HVAC Air Conditioning & Refrigeration I Course during Fall 2023, for 13-weeks beginning September 25, 2023, pending proof of successful completion. Costs: Tuition \$675, Administrative Fees \$55, and Textbooks.
- 8) Approve the registration and reimbursement of Angel Molina for the ACIT Black Seal License Course during Fall 2023, for 6 weeks beginning October 25, 2023, pending proof of successful completion. Costs: Tuition \$325, Administrative Fees \$55, and Textbooks.
- 9) Approve the registration of Grant Wiesenthal for the ACIT Black Seal License Course during Fall 2023, for 6 weeks beginning October 25, 2023, pending proof of successful completion. Costs: Tuition \$325, Administrative Fees \$55, and Textbooks.

G. Students

- 1) Approve the final determination of Ross HIB Investigation No. 2022-23-R3.

12. Presentation and Approval of Minutes: August 9, 2023 Regular Meeting and Executive Session

13. Report of the Board Secretary: July 2023

a. Financial Reports – July 2023

b. Pursuant to N.J.A.C. 6A:23-16.10(c) Margate City Board of Education certifies that as of July 31, 2023 after review of the Secretary’s Monthly Financial Reports (Revenue and Appropriation Sections) and upon consultation with the appropriate district officials that to the best of our knowledge there have been no changes in anticipated revenue sources and/or amounts and no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-16.10(c)3-4 so that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

c. Bills and Payrolls – \$646,286.17

d. Transfer of Funds within the General Current Expense Account
Ratified Budget Transfers for 2023-2024

| | | | |
|-------|--------------------------|-----------------------|---------------------|
| To: | 11-000-213-100-00-00-010 | HEALTH SALARIES | \$285.00 |
| | 11-000-213-100-00-00-025 | HEALTH SALARIES | \$1,800.00 |
| | 11-000-216-100-00-00-025 | STUDENT SERVICE SALS | \$850.00 |
| | 11-000-240-103-00-00-025 | PRINCIPAL SALARY | \$570.00 |
| | 11-000-251-100-00-00 | BUSINESS OFFICE SALS | \$3,000.00 |
| | 11-230-100-101-00-00-025 | KINDERGARTEN BSI SALS | \$105,610.00 |
| | 11-213-100-101-00-00-025 | RES ROOM SALS WHR | \$281,000.00 |
| | 11-215-100-101-00-00-025 | PREK SALARY | \$2,700.00 |
| | 11-215-100-106-00-00-025 | ED ASST SALS WHR | \$60.00 |
| | 11-230-100-101-00-00-010 | BASIC SKILLS SALS | \$75,327.00 |
| | 11-190-100-610-11-04-025 | VOCAL SUPPLIES | \$200.00 |
| | 11-212-100-101-00-00-025 | MD SALARIES | \$1,200.00 |
| | 11-213-100-106-00-00-025 | RES ROOM ED ASST | \$240.00 |
| | 11-190-100-610-06-04-025 | MATH CONSUMABLES | \$2,000.00 |
| | | Total | \$472,842.00 |
| From: | 11-000-219-104-00-00-010 | HEALTH SALARIES | \$285.00 |
| | 11-000-219-104-00-00-010 | HEALTH SALARIES | \$1,800.00 |
| | 11-000-219-104-00-00-010 | STUDENT SERVICE SALS | \$850.00 |
| | 11-000-252-500-00-00 | PRINCIPAL SALARY | \$570.00 |
| | 11-000-252-500-00-00 | BUSINESS OFFICE SALS | \$3,000.00 |
| | 11-110-100-101-00-00-025 | KINDERGARTEN BSI SALS | \$105,610.00 |
| | 11-120-100-101-00-00-025 | RES ROOM SALS WHR | \$106,000.00 |
| | 11-213-100-101-00-00-010 | RES ROOM SALS WHR | \$175,000.00 |
| | 11-120-100-101-00-00-025 | PREK SALARY | \$2,700.00 |
| | 11-120-100-101-00-00-025 | ED ASST SALS WHR | \$60.00 |
| | 11-120-100-101-00-00-025 | BASIC SKILLS SALS | \$25,327.00 |
| | 11-130-100-101-00-00-010 | BASIC SKILLS SALS | \$50,000.00 |
| | 11-190-100-610-01-04-025 | VOCAL SUPPLIES | \$200.00 |
| | 11-213-100-101-00-00-010 | MD SALARIES | \$1,200.00 |
| | 11-213-100-106-00-00-010 | RES ROOM ED ASST | \$240.00 |
| | 11-190-100-640-00-04-025 | MATH CONSUMABLES | \$2,000.00 |
| | | Total | \$474,842.00 |

14. Report of Receipts and Disbursements – July 2023

15. Cash Report – July 2023

16. New Business

- A) Approve Title I Targeted Assistance Program Guidelines and Parental Rights for 2023-2024
- B) Approve continued use of Policy 5131.1 – Harassment, Intimidation, and Bullying for 2023-2024.
- C) Approve Ross and Tighe Schools’ Codes of Conduct for 2023-2024.
- D) Approve updated district Mentoring Plan for 2023-2024.
- E) Approve updated District Professional Development Plan for 2023-2024.
- F) Approve the District Mathematics Curriculum for K-8.
- G) Approve the District Gifted and Talented Curriculum for K-8.
- H) Approve the District Computer Science and Design Thinking Curriculum for K-8.
- I) Approve a joint transportation agreement with Ventnor Board of Education for the 2023-2024 school year at a cost of \$204,742.87:

| Route # | Destination | Cost |
|---------|--|-------------|
| ACM1 | Atlantic City High School (Up to 54 students) | \$52,992.00 |
| OCHS1 | Ocean City High School (Up to 13 students) | \$15,855.11 |
| OCHS2 | Ocean City High School (Up to 54 students) | \$62,469.00 |
| VCT1 | Charter Tech (3 students) | \$ 3,495.00 |
| HS3 | Holy Spirit High School (28 students) | \$28,502.10 |
| VVT1 | Atlantic County Institute of Tech. (11 students) | \$31,680.00 |
| | 5% Administrative Fee | \$ 9,749.87 |

J) Approve the updated Standard Operating Procedures (SOP) Manual for the 2023-2024 school year.

17. Other Matters

18. Public Comment

19. Executive Session:

WHEREAS, N.J.S.A. 10:4-13 requires adoption of a resolution of the Board to go into Executive Session; BE IT RESOLVED, that the Board, pursuant to the Open Public Meetings Act, New Jersey Title 18A and the Margate City Board of Education Bylaw No. 9322 hereby enters Executive Session to discuss matters involving:

Personnel, student matters, advice of counsel, contracts or other matters for which an executive session is permitted.

BE IT FURTHER RESOLVED, that the minutes of this Executive Session shall be made public following formal action by the Board and/or at the conclusion of any investigation(s), due process proceeding, or litigation, so long as not prohibited by law and so long as the need for maintaining confidentiality no longer exists.

20. Open Session

21. Adjournment