

**MINUTES OF THE REORGANIZATION/REGULAR MEETING
MAY 3, 2011**

CALL TO ORDER

The Regular meeting of the Sea Isle City Board of Education was called to order by Board Secretary Grossi on Tuesday, May 3, 2011 at 7:00 p.m. at the Sea Isle City School, 4501 Park Road, Sea Isle City, NJ.

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

Board Secretary Grossi 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.

Board Secretary Grossi led everyone present in a salute to the flag.

ADMINISTRATION OF OATH TO NEWLY ELECTED BOARD MEMBERS

Mr. Donald Boyle, Mrs. Ellen Ramsey and Mr. Daniel Tumolo were sworn in as three-year term members by Mr. Grossi, Board Secretary

ROLL CALL OF MEMBERS

On roll call, members present were John Birkmeyer, Donald Boyle, Mary Caruso, Maureen Deely, Valere Egnasko, Daniel Organ, Ellen Ramsey, Lynne Shirk and Daniel Tumolo. Also present were Kathleen Taylor, Ed.D., Superintendent, Thomas P. Grossi, School Business Administrator/Board Secretary, and Mark Toscano, Esquire. There were members of the public present.

NOMINATION AND ELECTION OF PRESIDENT

Mr. Tumolo nominated Valere Egnasko for the position of Board President, seconded by Mrs. Shirk. There were no further nominations.

Motion by Mr. Birkmeyer, seconded by Mrs. Deely and carried unanimously by the Sea Isle City Board of Education. The Board of Education approved that the nominations for President of the Board of Education be closed and move to elect Valere Egnasko as President of the Board of Education.

Mrs. Egnasko assumed the chair of President and took control over the meeting from the Board Secretary.

NOMINATION AND ELECTION OF VICE PRESIDENT

Mr. Organ nominated Daniel Tumolo for the position of Board Vice President, seconded by Mrs. Ramsey. There were no further nominations.

Motion by Mr. Organ seconded by Mrs. Shirk and carried unanimously by the Sea Isle City Board of Education. The Board of Education approved that the nominations for Vice President of the Board of Education be closed and move to elect Daniel Tumolo as Vice President of the Board of Education.

TERMS OF BOARD MEMBERS

John Birkmeyer	Term Expires in 2012
Valere Egnasko	Term Expires in 2012
Daniel Organ	Term Expires in 2012
Dr. Mary Caruso	Term Expires in 2013
Maureen Deely	Term Expires in 2013
Carolyn Shirk	Term Expires in 2013
Donald A. Boyle	Term Expires in 2014
Ellen Ramsey	Term Expires in 2014
Daniel A. Tumolo	Term Expires in 2014

OFFICIAL REPORT OF RESULTS OF APRIL 27, 2011 SCHOOL BOARD ELECTION

<u>Board Members/Three 3-Year Terms</u>	<u>Number of Votes</u>
Donald A. Boyle*	163
Daniel A. Tumolo*	223
Ellen Ramsey*	220

	<u>Number of "Yes" Votes</u>	<u>Number of "No" Votes</u>
Budget Question	164	167

*Successful candidate

PUBLIC COMMENTS – AGENDA ITEMS ONLY:

Marita Bretzke had questions on the budget process that Mrs. Egnasko addressed.

REORGANIZATION AGENDA

Motion by Mrs. Deely, seconded by Mrs. Ramsey and carried unanimously by the Sea Isle City Board of Education. The Board of Education approved the following Reorganization agenda items on the Superintendent's recommendations.

1. Renewal of Code of Ethics (Attachment #H.1)
The Board approves the "Code of Ethics for School Board Members" and each Board member shall complete and return the "Acknowledgement of Receipt, Code of Ethics for School Board Members" to the Business Office no later than May 17, 2011.

2. Time and Place of Board of Education Meetings

The Board approves the following Board Meeting dates for May 2011 through April 2012, to be held in the Community Room at the Sea Isle Elementary School, starting at 7:00 p.m.:

REGULAR MEETING

Tuesday, May 17, 2011
Tuesday, June 21, 2011
Tuesday, July 19, 2011
Tuesday, August 16, 2011
Tuesday, September 20, 2011
Tuesday, October 18, 2011
Tuesday, November 15, 2011
Tuesday, December 13, 2011
Tuesday, January 17, 2012
Tuesday, February 21, 2012
Tuesday, March 20, 2012

REGULAR / REORGANIZATION MEETING

Tuesday April 24, 2012

3. Board of Education Policies

The Board approves the adoption of the Rules for Board Governance (Bylaws, Policies, and Regulations) for the 2011-12 school year.

4. Designation of Board Secretary

The Board approves Thomas P. Grossi as the Board Secretary for the 2011-12 school year.

5. Designation of Treasurer of School Monies

The Board approves Mary Izzi as Treasurer of School Monies for the 2011-12 school year.

6. Designation of Official Newspaper

The Board approves the Ocean City Sentinel as the official newspaper and when there is a deadline to be met, The Press of Atlantic City may be used.

7. Compliance Officers

The Board approves the following appointments for the 2011-12 school year:

Compliance Category	Staff Member Responsible
Public Agency Compliance Officer	School Business Administrator
Affirmative Action Officer	School Nurse
Title IX Coordinator	School Nurse
Section 504 Officer	Special Education Teacher
Asbestos Management/AHERA Officer	School Business Administrator
Integrated Pest Management Coordinator	School Business Administrator
Right to Know Officer	School Business Administrator
Substance Awareness Coordinator	School Business Administrator
Anti-Bullying Coordinator	School Nurse
Homeless Liaison	School Nurse

8. Authorization to Invest Monies

The Board approves the Business Administrator to be authorized to invest monies in federally approved and State Governmental Unit Deposit Protection Act authorized banks with the award to be given to the bank quoting the highest return.

9. Designation of Bank Depositories and Check Signatories

The Board approves the Designation of Bank Depositories as the 1st Bank of Sea Isle City and NJ Cash Management. The Board approves the Check Signatories for the accounts as follows:

<u>Account</u>	<u># of Signers</u>	<u>Signatories</u>
General	3	SBA, Treasurer, Principal, Board President, or Board VP
Payroll	1	SBA or Treasurer
Agency	1	SBA or Treasurer
Cafeteria	1	SBA or Principal
Student Activity	2	SBA, Treasurer, or Principal
Unemployment	1	SBA or Treasurer

10. Resolution Authorizing Payment of Bills

The Board authorizes the School Business Administrator and the Superintendent of Schools to issue payment of bills in-between meetings for emergent issues, said bills will be presented for approval at the next scheduled Board of Education meeting.

11. Requisition for Taxes

The Board approves the Requisition for Taxes for July 1, 2011 through June 30, 2012.

12. Resolution Appointing Thomas P. Grossi, Business Administrator as the Qualified Purchasing Agent (Attachment #H.12)

The Board approves the resolution appointing Thomas P. Grossi, Business Administrator as the Qualified Purchasing Agent for the 2011-12 School Year for the Sea Isle City Board of Education in Accordance with the Provisions of N.J.S.A.18A:18A-1 et. seq.

13. Designation of Transfer Authority

The Board approves, as provided by N.J.S.A. 18A: 22-8.1 amended, the Superintendent or designee be designated to approve such line item budget transfers, as are necessary between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.

14. Implement Budget

The Board authorizes the Superintendent and the Business Administrator to implement the 2011-12 budget, once authorized and finalized, pursuant to local and state policies and regulations.

15. Resolution Authorizing Tax Shelter Providers

The Board approves Admin Partners, Inc. as the 403(b) Plan Administrator and Siracusa Benefits Program and AXA Equitable as Tax Shelter providers.

16. Annual Establishment of Petty Cash Funds

The Board approves in accordance with Board of Education Policy #6620, Petty Cash, the establishment of revolving petty cash funds in the care of the following persons and in the following amounts for the 2011-12 school year:

School Business Administrator	\$150
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17. Resolution Authorizing the Use of N.J. State Contract Vendors

The Board approves the resolution authorizing the Procurement of Goods and Services through the New Jersey Division of Purchase and Property State Contract for the 2011-12 School Year.

18. Designation of Custodian of Records

The Board approves, in accordance with the Open Public Records Act, to appoint the Business Administrator/Board Secretary as the 2011-12 Custodian of Records and the Superintendent of Schools as Sub-Custodian of Records should the Custodian be absent and to approve the district Open Public Records Act request form for the 2011-12 school year.

19. Designation of Auditor for the Board of Education*

The Board approves a professional services contract with the auditing firm of Ford, Scott & Associates for the 2010-11 school year audit to be conducted during the 2011-12 school in the amount of \$15,300.

20. Insurance Risk Manager

The Board approves the NIA National Group Agency to provide Insurance Risk Manager Services for the 2011-12 school year.

21. Policy Service Provider

The Board approves Strauss Esmay Associates LLP to provide Board of Education Policy update services for the 2011-12 school year in the amount of \$2,395.00.

22. Designation of Solicitor of the Board of Education

The Board approves the attached professional services contract with the firm of Comegno Law Group in the amount of \$175.00 per hour for the 2011-12 school year with Mark Toscano assigned to serve as the Board Solicitor.

23. Designation of Architect*

The Board approves Garrison Architects to provide services as Architect of Record on an as needed basis for the 2011-12 school year.

24. Designation of Firm for Regulatory Compliance*

The Board approves Rullo and Juillet to provide regulatory and environmental compliance activities and services, including but not limited to AHERA, Right-to-Know and PEOSH Hazard Communication Standards for the 2011-12 school year in the amount of \$2,300.00.

25. Curriculum and Textbooks (Attachment #H.25)

The Board adopts the Sea Isle City Public Schools Pre-K-3 textbook list, curriculum and assessment plan for the 2011-12 school year.

26. Sea Isle City District Plans/Manuals

The Board approves the Integrated Pest Management Plan, Comprehensive Equity Plan, Comprehensive Maintenance Plan, Professional Development Plan, Mentoring Plan, Student Dismissal Plan, Emergency Management Plan, Internal Controls Plan and Standard Operating Procedures, Purchasing Plan, Long-Range Facilities Plan and the District Position Control Roster.

27. Designation of School Physician*

The Board approves a professional services contract with Jerry Horowitz, D.O. to serve as School Physician in the amount of \$1,000 for the 2011-12 school year.

*These professional service appointments are recommended for approval as an authorized exception to the Public School Contracts Law (N.J.A.C. 6:20-8.1 through 6:20-8.7 and N.J.S.A. 18A: 18A-1, et seq.) competitive bidding requirements.

SUPERINTENDENT'S REPORT:

Dr. Taylor gave an overview of the Agenda.

1. Facilities

Information Items

Fire Drill

Sea Isle City Elementary School April 7, 2011

Security Drill

Sea Isle City Elementary School April 27, 2011

- Facilities Committee Report – Mr. Tumolo, Chairperson – No report at this time

2. Curriculum and Student Affairs

- Curriculum and Student Affairs Committee Report – Mrs. Drew, Chairperson – No report at this time

3. Finance

Motion by Dr. Caruso, seconded by Mr. Organ and carried unanimously by the Sea Isle City Board of Education. The Board of Education approved the following Superintendent's recommendations.

- A. The Board approves the renewal of the Budgetary Accounting Software System with Asbury Park in the amount of \$4,725.00 for the 2011-12 school year.
- B. The Board approves the renewal of the Transportation Contract with Cape May County Shared Services for the 2011-12 school year.
- F. The Board approves the 2011-12 tuition contracts with the Ocean City Board of Education as follows:

Grades 4-5	\$ 274,754
Grades 6-8	283,096
Grades 9-12	961,930
Tuition Adjustment	69,991
LLD	<u>55,914</u>
TOTAL	\$1,744,685

- Finance Committee Report – Mr. Dan Tumolo, Chairperson – No report at this time.

EXECUTIVE SESSION:

Motion by Mrs. Ramsey, seconded by Mrs. Deely and carried unanimously by the Sea Isle City Board of Education. The Board of Education approved the following:

WHEREAS, the Open Public Meetings Act authorizes Boards of Education to meet in executive session under certain circumstances,

WHEREAS, the Open Public Meeting requires the Board to adopt a resolution at a public meeting to go into private session; now therefore

BEIT RESOLVED by the Sea Isle City Board of Education, that it is necessary to meet in executive session to discuss certain items involving:

- Matters concerning negotiations
- Matters involving anticipated or pending litigation, including matters of attorney-client privilege
- 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 and specifically staffing for 2011/2012

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 will return to open session to conduct business at the conclusion of the executive session.

Board convened to Executive session at 7:20 PM and reconvened to their regular meeting at 7:55 PM.

Mr. Organ left the meeting during Executive Session

4. PERSONNEL

Motion by Mr. Tumolo, seconded by Mrs. Deely and carried unanimously by the Sea Isle City Board of Education (one member absent). The Board of Education approved the following Superintendent's recommendation with the addition of Rose Millar to the attachment at \$300/day for an average of 3 days/week:

- A. The Board accepts the attached District employees and salaries for the 2011-12 school year. (Attachment #4.A)

Motion by Mr. Tumolo, seconded by Mrs. Deely and carried unanimously by the Sea Isle City Board of Education (one member absent). The Board of Education approved the following Superintendent's recommendations:

- B. The Board approves Special Education Teacher, Jackie Shields, as Teacher-in-Charge for the 2011-12 school year on an as needed basis at the contracted rate of \$40.00/day.
- C. The Board approves Custodian, Mark Evangelisti, as Substitute Caller for the 2011-12 school year at the annual stipend of \$2,000.00.

- D. The Board approves Patricia Dewey as the One-to-One Bus Aide for the 2011-12 school year at the rate of \$15.00 per hour for 2 hours per day.
- E. The Board approves the Verbal Behavior Specialist contract with Nancy Oliva for the 2011-12 school year.
- F. The Board regrettfully accepts the resignation of one-to-one aide Gina Sakenas effective April 29, 2011. (Attachment #4.F)
- G. The Board approves the hiring of Nancy Iacono as one-to-one aide effective May 4, 2011 for the remainder of the 2010-11 school year at \$15.00 per hour. (Attachment #4.G)
 - Negotiations Committee Report – Mr. Dan Organ, Chairperson – No report at this time.

5. POLICY

- Policy Committee Report – Mr. Birkmeyer, Chairperson – No report at this time.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

Mrs. Egnasko went over letter received from the city on the budget.

PUBLIC COMMENTS:

None

ADJOURNMENT:

The Board adjourned to executive session at 8:10 p.m.

Respectfully submitted,

Thomas P. Grossi
School Business Administrator/Board Secretary