

**SOMERS POINT BOARD OF EDUCATION  
SOMERS POINT, NEW JERSEY**

MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING  
September 17, 2020

Staci Endicott, President, called the Somers Point Board of Education Meeting to order at 6:05 P.M. as a remote/virtual meeting, in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., and as amended by P.L.2020, c. 11.

Adequate notice of this meeting has been provided to two newspapers, posted on the bulletin board of City Hall and on the doors of the three schools as required in the Open Public Meeting Act, Chapter 231, and P.L.1975.

Mr. Conover led the Board of Education and the members of the public present in the salute to the flag.

MEMBERS PRESENT: Jenna DeCicco, John Conover, Alice Myers, Sarah Platt, Heather Samuelson, Mike Sweeder, Courtney Laut, Staci Endicott: Kathleen Dolton entered the meeting at 7:30PM

MEMBERS ABSENT: None

OTHERS PRESENT: Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools  
Michele D. Roemer, Ed.D., Interim School Business  
Administrator Board Secretary  
Lou Greco, School Solicitor

**Approval of Minutes**

Motion was made by Mrs. Samuelson, second by Mrs. Laut that the following meeting minutes be approved as presented, amended and available for release to the public upon request and according to policy:

- August 20, 2020 - Regular meeting
- August 20, 2020 - Executive meeting
- August 25, 2020 - Special Meeting

Motion carried unanimously on roll call vote. 8-0

**Public Forum** - *Agenda Items Only*

Meeting was opened to the public at 6:10 P.M.

- D. Osler, parent, requested that the board consider remaining hybrid for the remainder of the year.
- Phil Pallitto, teacher, indicated to the board that he is being prohibited from performing his promise as a teacher to be there for the children. He also spoke to bringing the paraprofessionals back, as well as the elimination of the CER program.
- Devon Callen spoke on behalf of Clay Smith, teacher, regarding teaching both in-person and virtually.
- Jane Leonardo, teacher, spoke about starting school in fear due to increased risk.

- Jeannine DiSciascio teacher, continued Mrs. Leonardo's comments to bring back the paraprofessionals.
- Michael Dalessio, teacher, stated he was on the planning coming this summer. He also commented on the amount of new programs teachers needed to learn. That the pandemic has placed a lot of stress on the social and emotional status of teachers.
- Jen Person, teacher and parent, concerned about the social and emotional status of kids. Stated our kids need to be in school.
- Josh Tostevin, SPEA President, stated that the board has had a lack of empathy and humanity during the pandemic. He also spoke to loss of jobs and that people are being made to chose between their families and their jobs. He further stated that teachers at Jordan Road feel like they are working in prisons.
- Melanie Wanger, teacher, continued with Mr. Tostevin's comments, indicating that no one is listening.
- Staci Brookbank, parent, provided feedback to the board with regards to the middle school virtual program. Concerns that by the time students sign in there is only a few minutes left for the class. Asked the Administration to do their due diligence and check into the virtual classes. She further asked if the administration could possibly do some sort of survey of the parents.
- Teresa Dougherty, parent, presented the superintendent and board with a letter (attached) with detailed questions.
- Being no further comments, Mrs. Endicott asked Dr. CarneyRay-Yoder, Superintendent of Schools, to respond to questions raised during the public session.

Dr. CarneyRay-Yoder responded with the following:

- Buildings are safe
- District provided 3 days of professional development for teachers prior to the start of school
- The district has condensed down to one module – GoGuardian and will be using Zoom as the video component.
- The administration is meeting once per week to support the needs of the district
- Requested a meeting with the union have not heard back from them
- Clarified the October 23<sup>rd</sup> date as the date that the board set for considering any changes to the hybrid model.

Public Forum was closed to the public at 6:40 P.M.

### **Presentations**

- Dr. CarneyRay-Yoder, Superintendent of Schools and Dr. Michele D. Roemer, Interim Business Administrator discussed the Inspection Report as provided by Environmental Safety Management Corporation, Somers Point Schools Re-Opening HVAC Airflow Inspection Report. The report indicated that there were four unit ventilators at Dawes that were either not working or needed to have an assessment done due to lack of airflow. All four unit ventilators were repaired and are now operating. The report further stated that there was adequate airflow for the tested classrooms and confirmed the number of bodies allowed per square footage calculations.
- Mr. Steven Gillan, Engineer and William Hopkins, Architect addressed the HVAC systems that were installed during the 2016/2017 referendum. That the systems were designed for MERV 8 filters, which was approved by the state. They further stated that the systems provided adequate ventilation, confident that there is enough air flow. This statement was also qualified that the number of bodies in the rooms must conform to the state's requirements.

## **Communications – Superintendent Report**

### ***HIB Reporting***

Motion was made by Dr. Myers, second by Mrs. Samuelson to acknowledge there were no HIB incidents reported for the Somers Point School District from July 17, 2020 through August 12, 2020 in accordance with N.J.A.C. 6A:16-7.1. Motion carried unanimously on roll call vote. 8-0

Motion was made by Dr. Myers, second by Mrs. Samuelson to affirm there were no HIB incidents reported for the Somers Point School District from August 12, 2020 through September 10, 2020 in accordance with N.J.A.C. 6A:16-7.1. Motion carried unanimously on roll call vote. 8-0

### ***Enrollment Report***

Somers Point School District Enrollment Report of 826 as of August 20, 2020.

### ***Approved Somers Point District Reopening Plan***

Motion was made by Dr. Myers, second by Mrs. Samuelson to accept the approved Somers Point School District Reopening Plan. Motion carried unanimously on roll call vote. 8-0

## **Communications-Correspondence**

- Letter from Parents (see public comments)
- Letter from SPEA President Josh Tostevin regarding Grievance and Chapter 27.
- Administrator's Reports

## **Communications – Committee Reports**

- **Student and Community Affairs – Chair – Courtney Laut**
  - Models – Hybrid
  - Technology- Comcast issues
  - Food distribution
  - Daycare Program – apply for assistance through YMCA
- **Instruction Committee – Chair – Heather Samuelson**
  - Hybrid and virtual
  - Change to Zoom
- **Finance / Negotiations Committee – Chair – Michael Sweeder**
  - Facilities – Jordan Road Chiller Replacement – Use of Bond Money
  - Lunch Balances – from 19/20 – Forgive debt
- **Policy Committee – Chair – Sarah Platt**

*No Report*
- **Foundation for Education Liaison – Michael Sweeder**
  - Grants on hold
  - Fundraising on hold
  - Next meeting – September 24th
- **City Council Liaison – Staci Endicott**
  - Overview of where the district was at after re-opening committees met to put together the plan.
  - Opening up with the AA/BB model with Jordan Road School being remote.
  - Guidance changing constantly from the state.
  - Mid-August – offer remote.
  - August Board of Education meeting – full remote at the Middle School.

**Agreements/Applications/Contracts**

***Tuition Contract for Atlantic County Special Services School District***

Motion was made by Mrs. Samuelson, second by Mrs. DeCicco to approve out of district tuition contracts for the 20/21 school year to Atlantic County Special Services.

StudentID#	Amount
998092	\$41,580
998720	\$41,580
997731	\$41,580
997739	\$48,240

Motion carried unanimously on roll call vote. 8-0

***Procurement Procedures for School Food Authorities – Information Only***

New Jersey Department of Agriculture has revised Form #326 - School Nutrition Programs Procurement Procedures for School Food Authorities (SFA) identifying the School Food Authority ultimately responsible for ensuring all procurement procedures for any purchases by the and/or food service management company (FSMC) comply with all Federal regulations, State procurement statutes and administrative costs and regulations; local SFA/Board of Education procurement policies; and any other applicable State and Local Laws.

***Replacement Contract for BCBA Services***

Motion was made by Mrs. Samuels, second by Mrs. DeCicco to approve Brett DiNovi & Associates, L.L.C. to provide Behavior Analyst Services for the 2020-20201 school year in place of Building Blocks. All fees will remain the same as approved for Building Blocks. Motion carried unanimously on roll call vote. 8-0

**Facilities**

***Authorization for Architect to proceed with Replacement Chiller Project at Jordan Road School***

Motion was made by Mrs. Laut, second by Mrs. Samuelson to authorize the district’s architect, Fraytak Veisz Hopkins Duthie, P.C. to prepare bid specification for the replacement of the chiller at Jordan road. Motion carried unanimously on roll call vote. 8-0

**Finance**

***Parent Paid Tuition***

Motion to approve parent paid tuition for the following non-resident students for the 2020/2021 school year

Student ID	School	Grade	Amount
997252	JRS	8	\$6,000
998822	DWS	3	\$6,000

Motion carried unanimously on roll call vote. 8-0

***Out of District Professional Development***

Motion was made by Mrs. DeCicco, second by Mrs. Samuelson to approve the out-of-district professional development travel and mileage expenses as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

Staff Member	Professional Development	Date	Location	Cost	Mileage
M. CarneyRay-Yoder M. Kaas	All State and County Meetings	07/01/2020- 06/30/2021	TBD	N/C	Y

M. Roemer A. WagnerFehn E. Doran					
Joseph Schmidt	SAC Meetings	10/08/2020 12/10/2020 02/11/2021 04/15/2021 06/06/2021	Galloway	N/C	Y

Motion carried unanimously on roll call vote. 8-0

**Personnel**

***Substitute Custodian***

Motion was made by Mrs. DeCicco, second by Mrs. Samuelson to approve Christopher Gitsas as a substitute custodian for the 2020/2021 school year effective September 18, 2020 through June 30, 2021 at the approved substitute custodian rate of \$13/hr. as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried on roll call vote 8-0

***New Teacher Mentors***

Motion was made by Mrs. DeCicco, second by Mrs. Samuelson to approve the following as New Teacher Mentors for the 2020-2021 school year. Mentors will be paid by novice teachers. New Jersey regulations require that all payments to mentors by candidates are paid through the district and no payments should be made directly from novices to mentors.

- Phil Pallitto
- Robin Wolf-Smith

Motion carried unanimously on roll call vote 8-0

***Sheltered Instructional Trainers***

Motion was made by Mrs. DeCicco, second by Mrs. Samuelson to approve Kim O'Brien as a trainer for Sheltered Instruction Training at \$39.00 per hour (Title III funds) for 10 hours of preparation for in-district Sheltered Instruction Training. Motion carried unanimously on roll call vote 8-0

***Job Descriptions***

Recommended Action Motion to approve the attached job description for AIM Mentors and PLC Facilitators, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried unanimously on roll call vote 8-0

***Fieldwork Placement***

Motion was made by Mrs. DeCicco, second by Mrs. Samuelson to approve the following for fieldwork placement for the fall semester of 2020/2021 school year, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>University</i>	<i>School/Teacher</i>
Gabriella Marino	Stockton	Dawes/Thomas Taylor

Motion carried unanimously on roll call vote 8-0

***Retirement***

Motion was made by Mrs. Laut, second by Dr. Myers to approve the retirements of the following as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools, effective January 1, 2021.

<i>Name</i>	<i>Position</i>	<i>Date</i>
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Doreen Lee	Principal/Dawes Ave School	01/01/2021
Mary Ann Duffey	Secretary to the Superintendent Of Schools	01/01/2021

Motion carried unanimously on roll call vote 8-0

***Dawes Avenue I&RS Team***

Motion was made by Mrs. Laut, second by Mrs. DeCicco to approve the following for the Dawes Ave. I&RS Team for the 2020-21 school year at \$39.00 per hour, as needed.

- Julie Antell
- Patty Jensen
- Laura Trapani
- Katelyn Tobiasen
- Betty Levering

Motion carried unanimously on roll call vote 8-0

***Resignation***

Motion was made by Mrs. Laut, second by Mrs. DeCicco to approve the resignation of Armaine Jennings, Instructional Assistant, Dawes Ave. School effective September 1, 2020, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools. Motion carried unanimously on roll call vote 8-0

***Revised Hours and Salary***

Motion was made by Mrs. Laut, second by Mrs. DeCicco to approve the revised hours and salary for the following instructional assistant, effective September 1, 2020 through June 30, 2021, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>Hours</i>	<i>Step/Salary</i>
Kayla McDevitt	29.5	Step 2 / \$21,527
Suzanne Ancharski	32.5	Step 1 / \$19,847

Motion carried unanimously on roll call vote 8-0

***Leave of Absence***

Motion was made by Mrs. Laut, second by Mrs. DeCicco to approve the following leave of absences, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools.

<i>Name</i>	<i>Leave Type</i>	<i>Position/School</i>	<i>Date</i>
Aimee Altman	FFCRA / FLMA	Teacher / JRS	9/9/2020-12/1/2020
Aimee Altman	Leave of leave of Absence	Teacher / JRS	12/2/2020 – TBD
Sheila Altomare	FFCRA	Instructional Assistant / DWS	9/8/2020 - TBD
Arlene Frambes	FFCRA	Instructional Assistant / DWS	9/8/2020 - TBD
Suzanne Kepner	FFCRA	Instructional Assistant / DWS	9/8/2020 - TBD
Elizabeth Pullan	FFCRA	Instructional Assistant / NYA	9/9/2020 - TBD

Motion carried unanimously on roll call vote 8-0

***Rehiring of Paraprofessionals***

Motion was made by Mrs. Laut, second by Mrs. DeCicco to approve the rescinding in reduction in force and revision of hours for the following paraprofessional staff members, as recommended by Michelle CarneyRay-Yoder, Ed. D., Superintendent of Schools, effective September 28, 2020 through June 30, 2020.

<i>Name</i>	<i>Hours</i>
Laura Brown	21.3

Maria Fernandez-Mora	21.3
Martel Harper	21.3
Meghann Generosi	26.6
Kathleen Renda	21.3

Motion carried unanimously on roll call vote. 8-0

***Achievement and Improvement through Mentoring (AIM)***

Motion was made by Mrs. Laut, second by Mrs. DeCicco to approve the following teachers to serve as AIM mentors at Jordan Road School for the 2020-2021 school-year with a stipend of \$1,000.

Devon Kallen	Tiffany Unsworth
Margie Smock	Meghan Wiemer
Emily Ford	Larry Randour
Steven Jones	David Laut
Kim Fontana	

Motion carried on roll call vote with abstention by Mrs. Laut in accordance with the Somers Point Board of Education Nepotism Policy. 7-0-1

***Professional Learning Community Facilitators***

Motion was made by Mrs. Laut, second by Mrs. DeCicco to approve the following teachers to serve as Professional Learning Community Facilitators for the 2020-2021 school-year with a stipend of \$1500.

Carley Cross	DWS – Special Area
Nicole Stanewich	DWS – Kindergarten
Nicole Medvedik DiGiacomo	DWS – 1 <sup>st</sup> Grade
Robin Wolf-Smith	DWS – 2 <sup>nd</sup> Grade
Melanie Wagner	DWS – 3 <sup>rd</sup> Grade
Brenda Bullard	JRS – 4 <sup>th</sup> Grade
Margie Smock	JRS – 5 <sup>th</sup> Grade
Amy Horan Smith	JRS – 6 <sup>th</sup> Grade
Devon Kallen	JRS – Special Area
Kim O’Brien	Esl

Motion carried unanimously on roll call vote. 8-0

**Professional Services**

None

**Policies**

***1<sup>st</sup> Reading of Policy 3282 USE OF SOCIAL NETWORKING SITES***

Motion was made by Mrs. Samuelson, second by Mr. Conover to approve the first reading of Policy 3282 USE OF SOCIAL NETWORKING SITES and 4282 USE OF SOCIAL NETWORKING SITES.

Motion carried unanimously on roll call vote. 8-0

**Transfer of Funds**

***Monthly Transfers***

Motion was made by Mrs. Platt, second by Mrs. DeCicco to approve transfers for the month of August 2020.

	ACCOUNT NAME	ACCOUNT NUMBER	AMOUNT
TO	MEDIA PURCH SVS	11-000-222-530-00-0000-050	1828.12
FROM	MEDIA PURCH SVS	11-000-222-320-00-0000-050	1828.12
TO	CUST-MILAGE/TRAV REIMB	11-000-262-581-00-0000	100.00

FROM MNTCE - CUSTODIAL MTLs.	11-000-262-610-00-0001	100.00
TO COMMUNICATIONS	11-000-252-530-00-0000-	12116.17
FROM OTHER PURCH SVS TECHNOLO	11-000-252-590-00-0000-	12116.17

Motion carried unanimously on roll call vote. 8-0

***Cash Report***

Motion was made by Mrs. Platt second by Mrs. DeCicco to approve the Cash Report for the month of August 2020. Motion carried unanimously on roll call vote 8-0.

**Secretary’s Financial Report**

Motion was made by Mrs. Platt second by Mrs. DeCicco to approve the Report of the Secretary for the month ending August 31 2020, as presented, pursuant to N. J. A. C. 6A:23A-16.1 (c) 3, and that they certify that as of August 31, 2020, after review of the Secretary’s Monthly Financial Report (Appropriations Section) and upon consultation with the appropriate district officials, to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:23A16.10 (c) 4 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. Motion carried unanimously on roll call vote. 8-0

**Treasurer’s Financial Report**

Motion was made by Mrs. Platt second by Mrs. DeCicco to approve the Treasurer’s Report for the month ending August 31,2020, as presented, pursuant to N.J.A.C. 6A:23A-16.10(c), and that they certify that as of August 31,2020, after review of the Treasurer's Monthly Report (appropriations section) and upon consultation with the appropriate district officials, to the best of their knowledge no major account or fund has been over expended in violation of N.J.A.C. 6:23A16.10(c)4 and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year. Motion carried unanimously on roll call vote.

**Bills List**

Motion was made by Mrs. Samuelson second by Dr. Myers that the Somers Point Board of Education approve the Bills List as presented and made part of these minutes.

General	\$1,238,457.44
Payroll	\$ 176,392.34
<b>TOTAL</b>	<b>\$1,414,849.78</b>

Motion carried unanimously on roll call vote. 9-0

**Public Comment – Non Agenda Items**

Meeting open to the public at 7:35 PM

- Carly Decker asked when will the iPads be rolled out and asked if students will stay in school if they are not here.
- Staci Brookbank, parent, asked if the iPads would have cases.
- Dena Jensen thanked the Board of Education and Superintendent for their hard work and spoke about the fear of transmission in schools. That the Board of Education has shown that they’ve done everything needed and asked what more do the teachers want?

Meeting closed to the public at 7:41 PM

**Executive Session**

Motion was made by Dr. Myers, second by Mrs. Laut that at 7:42 P.M that the following resolution be adopted



- Be it resolved by the Board of Education of the City of Somers Point in the County of Atlantic, NJ that upon passage of this Resolution they go into Executive Session to discuss the following matters:
  - Personnel
  - Pending Litigation
- Be it further resolved that discussions held in private session regarding said matters will be disclosed to the public as soon as a decision is made upon the same. Motion carried unanimously.

**Re-Open to Public**

- Motion was made at 9:45 P.M that the meeting be reopened to the public. Ms. Endicott stated that while in Executive Session, the Board of Education had discussed:
  - Personnel
  - Pending Litigation

Motion carried unanimously on roll call vote 9-0

**Personnel**

***Long Term Substitute Teacher – Preschool***

Motion was made by Mrs. Samuelson, second by Dr. Myers to approve the following as a long-term substitute for the PreK-3 program for the 2020/2021 School year at the prorated salary of \$50,325 BA step 1 with benefits. Effective September 21,2020-June 30,2021, as recommended by Michelle CarneyRay-Yoder, Ed.D., Superintendent of Schools.

<i>Name</i>	<i>Position</i>
Sandra Hopkins	Pre-K 3 Teacher

Motion carried unanimously on roll call vote, 9-0.

***Rescind Full Remote Instruction***

Motion was made by Dr. Myers, second by Mrs. Samuelson for the Somers Point School District to rescind full remote instruction and bring back grades 4 – 8 in person on or about October 05, 2020. Motion carried unanimously on roll call vote 9-0

***Rescind Temporary Layoffs***

Motion was made by Mrs. Laut, second by Dr. Myers to rescind the temporary layoffs for the support staff of August 25, 2020. Motion carried unanimously on roll call vote. 9-0

**Board Forum**

Board Forum opened at 9:45pm

- Mrs. Samuelson thanked the parents for coming to the meeting, that it was a voice we haven't heard from.
- Dr. Myers seconded Mrs. Samuelson's comment, as well as hearing about the remote side of learning.
- Mrs. DiCicco stated it was good to hear the parents' perspective and that it was a shame that the teachers left before they heard what the parents had to say. She further stated we all need to be pushing on the same side of the rock, to make it a serious effort for the plan to work.
- Mrs. Endicott congratulated Mrs. Duffy and Mrs. Lee on their retirement. She thanked them for their dedication to the district. She further thanked the teachers and support staff for participating in the committee this summer and indicated that the nurses are

shouldering a lot of extra duties they have taken on due to the pandemic. She also agreed that it was good to hear what the parents had to say.

- Mrs. Endicott further indicated that the board of education will hold a special virtual meeting on Wednesday, September 23 at 5pm to adopt a resolution to finalize plans for the hybrid model and that formal action would be taken.

**Adjournment**

Motion was made by Dr. Myers, second by Mr. Conover that at 10:02 PM there being no further business to present the Somers Point Board of Education meeting be adjourned. Motion carried unanimously. 9-0

Respectfully submitted,

Michele D. Roemer, Ed.D.  
Interim Business Administrator/Board Secretary