

**MARGATE CITY SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
REVISED - PUBLIC AGENDA
October 10, 2012
6:30 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Certification of Notice
4. Roll Call
5. Student Recognition
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 09/06/2012		Enrollment 9/30/2012	
Ross School		Ross School	
Pre K (1/2 day) Age 3	2	Pre K (1/2 day) Age 3	4
Pre K (1/2 day) Age 4	6	Pre K (1/2 day) Age 4	6
Kindergarten	46	Kindergarten	47
Grade 1	44	Grade 1	46
Grade 2	45	Grade 2	45
Grade 3	42	Grade 3	44
Grade 4	47	Grade 4	48
Sub-total	232	Sub-total	240
Tighe School		Tighe School	
Grade 5	62	Grade 5	62
Grade 6	57	Grade 6	54
Grade 7	54	Grade 7	55
Grade 8	59	Grade 8	58
Sub-total	232	Sub-total	229
* Total Enrollment	464	* Total Enrollment	469

* Above enrollment includes Longport & tuition enrollment below

Projected for 9/01/2012

Longport Enrollment:

William H. Ross	23
Eugene A. Tighe	<u>21</u>
Total	44

Projected for 9/01/2012

Tuition Enrollment:

William H. Ross	3
Eugene A. Tighe	<u>9</u>
Total	12

Atlantic City High School 117

B. Instructional Support

1. Recognize Jessica Cuevas for NJ Garden Award and supporters of garden project effort.

SPECIAL PUBLIC COMMENT

2. Presentation – NJ Ask. Dr. DeFranco, Principals John DiNicola and Michelle Carney-Ray, and Curriculum Coordinator Audrey Becker

SPECIAL PUBLIC COMMENT

3. Presentation on School Safety and Security Plan and priorities – Dr. DeFranco, Kurtis Woodrow (Director of Facilities), Susan Palaia (BA), and Mike Morris (Technology Coordinator).

SPECIAL PUBLIC COMMENT

4. Update on principal/director activities.
5. Review activity calendars.
6. Review fire drill, lockdown and School Bus Emergency Evacuation Drill reports.
7. Share NJ ASK testing schedule for the 2012-2013 and 2013-2014 school year.

C. District Committee Reports

D. Communications

1. Share the Report of Examination from the State of New Jersey, Department of Education, Office of Fiscal Accountability and Compliance, Investigation Unit regarding Alleged Excessive Legal Fees Case #INV-054-12.
2. Share email from Brenda Taube.

E. Administration Q&A

8. BOE Committee Reports

9. Home & School/MEF Updates

10. MEA Report

11. General BOE Discussion

- a. Discuss BOE agenda and BOE meeting time.

12. General Approvals

A. Facilities

1. Discuss and approve School Safety Projects supported by the Board Facilities Committee for the overall safety and security of our students:
 - Approve the State contract #A80802 for the purchase and installation of an Avaya Telephone System at a cost of \$49,298.02.
 - Doors and Additional Card Readers
 - Door and Gates System

- Architect Fees
 - Surveillance System – Tighe
 - Visitor Badge System with Background Check
2. Approve School Safety and Security Plan. Table of Contents attached. Full plan is available for review in the board office.
 3. Approve Calvary Church to pay an additional \$21 per Sunday to use the PAC for an extra 30 minutes to accommodate clean-up on the following Sundays between 12:30pm-1:00pm: Sept 16, 23, 30; Oct 7, 14, 21, 28; Nov 4, 11, 18, 25; Dec 2, 9, 16, 23, 30; Jan 6, 13, 20, 17, 24; Feb 3, 10, 17, 24; Mar 3, 10, 17, 24, 31; Apr 7, 14, 21, 28; May 5, 12, 19, 26.
 4. Approve contract for Margate Players’ performance of “25th Annual Putnam Spelling Bee” on the following dates: (Attachment
Performance dates (including clean-up time)
October 19, 20: 5:00pm – 1:00am
October 21: 1:00pm-8:00pm
Rehearsal dates (including clean-up time)
September 13, 20, 21, 27, 28; October 4, 5, 9-11, 15-18: 6:00pm-10:30pm
Custodian Costs: 22.5 hours @ \$42.00/hour = \$945
TOTAL COST = \$1,725.00

B. Personnel

1. Approve the following for Pupil Transportation in a Private Vehicle through the school year for emergencies:
 - Nancy Palamaro – Medical Transport – If medically necessary
 - Diane Grassi – Emergency/sick child – Emergency or other
 - Tracy Jones – Extracurricular
 - John DiNicola – Various Emergencies
2. Accept resignation of Jennifer Marotta.
3. Approve Christina Catona as a part-time preschool aide to replace Jennifer Marotta at a rate of \$12/hour; 4.5 hours/day; no benefits, pending successful approval of tests and screening.
4. Approve the appointment of Alexa Hutt from Camden County College as a 15-hour field placement student in 7th or 8th grade Math with Sherry Scott, pending successful Mantoux test and background check.
5. Approve Jayssa Hermes as a Lucky Kids aide at \$11.00/hour on an ‘as needed’ basis, pending successful background check, physical, Mantoux, and drug screening.
6. Approve Larry DiGiovanni as boys basketball coach, pending successful testing and screening. Stipend of \$2,000.00 funded through Tighe School Athletics Budget.
7. Approve hiring Cheryl Alverson as a part-time in-class support special education teacher at Ross School for 15 hours/week at a prorated salary of \$19,796.00 with no benefits) pending successful testing and screening.

8. Approve hiring of Anita Grimley as a part-time in-class support special education teacher at Tighe for 7.5 hours/week at a prorated salary of \$9,898.00 with no benefits, pending successful testing and screening.
9. Approve changing Karen Petitt and Chris Andersen to the Saturday Detention Proctors (on alternating basis) since Ron Pinter has stepped down.
10. Approve Lisa Drexler to provide home instruction for 8th grade student 7 hours/week for approximately 4 weeks until approximately October 12, 2012. Cost: approximately 28 hours at the teacher's contractual rate of \$35.14/hour = \$983.92 funded through IDEA
11. Approve William Tarby to fill the part-time custodian black seal nights at a salary of \$14,280.00/year, pending successful testing and screening. This hire is to replace the Sean Leidy's part-time position due to his resignation.

C. Instructional Support

1. Approve Christy Stack to receive training from Interactive Kids to administer the ABA program effectively to a student. The paraprofessional resigned from the preschool classroom. Training cost: 4 hours for initial training @ \$115.00 = \$460.00 Total cost funded through CST training funds.
2. Approve Memorandum of Agreement between Education and Law Enforcement Officials.
3. Acceptance of funds (\$19,560) – Margate-Longport Municipal Alliance for calendar year 2013. These funds are allocated to municipalities from the state each year.
4. Approve Department of Education clinic and agency (Delta-T Group North Jersey, Inc.) to provide services for students enrolled in public schools providing home instruction, supplemental instruction, one-to-one skilled nursing, and school nurse, as needed.
5. Approve revision to school calendar due to change in in-service. Change FROM: “abbreviated day for students; staff in-service” on December 5, 2012, to “abbreviated day for students; staff in-service” on February 6, 2013. December 5, 2012 will be a full day for all.

D. Field Trips

1. Approve visit by the 3rd grade with senior citizens at the Bloom Pavilion for a Veterans Day lunch and social on November 7th. No costs. Students will walk.

E. Student Matters/Activities

1. Approve 17th Annual Physical Fitness Day at Tighe School with Margate Police Department on October 19. Teachers stay with homerooms, monitor students, and track scores on events. A substitute will be needed for set-up and assistance with one of the stations at a cost of \$75.00.
2. Approve 8th grade Honor Card Reward Lunch in school courtyard, end of May (approximately) during lunch period. Approximately 50 students. Approximate cost \$100.00 for food/beverages/paper goods funded through Tighe Renaissance.
3. Approve Honor Card Reward Breakfast in Tighe cafeteria in late November/early December following closure of 1st marking period. Approximately 100 students. Approximate cost for food is \$150.00 funded by Tighe Renaissance.

4. Approve Honor Card Member Reward Dance in Tighe cafeteria in January (approximately) on a Friday night. Approximately 200 students. Costs: DJ (\$250.00); Food (\$100.00); Beverages (\$50.00) = Total cost of \$400.00 funded through Tighe Renaissance.
5. Approve Honor Card Reward Ice Cream Social in Tighe gym and cafeteria at the end of 3rd marking period at 2:30 (end of day). No food/drink in gym; ice cream will be eaten in the cafeteria. Approximate cost of ice cream and toppings - \$100.00 funded through Tighe Renaissance.
6. Approve Honor Card Reward Movie in the PAC in February TBD following 2nd marking period closure, from 1:00-3:00; PG 13 approved movie. No costs.
7. Approve Literacy Café monthly reading motivation program for students in Grades 5 through 8 of all reading abilities hosted by Media Center Library lunch team – Mrs. Amodeo and Mrs. Doyle. Anticipated dates are: October 24, November 14, December 12, January 30, February 13, March 20, April 17, May 22, and June 5. Costs per Verizon-NJ Share Grant is for fruits and vegetables served at Literacy Café of approximately \$50.00/month budgeted through Tighe Media Center Supply Account.
8. Approve 17th Annual end of season field hockey celebration pot luck dinner in cafeteria, awards and picture presentation in the auditorium and parent player game in gym at the end of November/beginning of December from 5:00pm-9:00pm. Costs: paper goods and beverages - \$80.00 funded through Athletic budget.
9. Approve Margate Mothers' Annual Halloween Party on October 27, 2012 from 4:00pm – 6:00pm in the Ross cafeteria. Black seal fee of \$210.00 waived and fees for cafeteria (\$100.00 waived. Event is covered by our insurance. (Attachment
10. Approve Tighe School Play estimated budget as follows:

**TIGHE SCHOOL PLAY 2012 –
ESTIMATED BUDGET**

MONEY OUT

DIRECTOR & MUSICAL DIRECTOR “Debbie Roland”	\$3100.00
ASSISTANT DIRECTOR / ChoreographerJefferson Heller”	\$1000.00
SOUND ENGINEER Wayne Netherby/Dennis Hansen	\$600.00
LIGHTING “MARK HARRIS”	\$600.00
ARTISTIC DESIGN & SET Ashley Ring/ Sarah Bakeric/ Chris Anderson	\$600.00
ASSISTANT LIGHTING & SOUND Lisa Drexler /	\$400.00

\$6200 = STAFF & PRODUCTION TEAM

Buck London will provide Taping of show for dvd	\$220.00
Tickets will be numbered for all shows & ticket collector will be bonded	\$200.00
Ad book / Playbill / we will make our own power point this year & do our own Program, instead of spending \$800 + at the Printers	

TOTAL estimated BUDGET \$6620.00

Patty Holland, And Chris Anderson will be student monitoring .The

hourly approved rate was \$12.00 from last year.

Doug Winkelstein & Parent volunteers will be used to help with various jobs.
We will not exceed \$ 7000.00 for items needed for the play

F. Workshops

1. Approve Nancy Palamaro and Diane Grassi to attend a 1½ hour in-house webinar on head lice – Best Practices for Handling Head Lice on Thursday, October 4 from 2:00pm – 3:30pm. Cost is \$49.00 for webinar. Dr. DeFranco approved pre-pay purchase order due to timing of webinar – only 5 days notice.
2. Approve Debbie Roland to attend the NJMENC State Music Conference February 21-23, 2013 in East Brunswick to receive professional development specific to her area of expertise. Cost of 3-day conference is \$150.00 payable through account #20-270-200-320-00-00.
3. Approve John DiNicola to attend the Monthly Coordinators of School Improvement (CSI) meeting on October 18, November 15, and December 13 at the county office. Cost is mileage only.
4. Approve Diane Grassi to attend the County’s ASAP (Substance Abuse Prevention) meetings on October 25, December 20, February 28, April 17, and May 16. All meetings take place in the mornings at Alder Avenue Middle School in EHT. No costs.
5. Approve Nadine Winkelstein to attend the ETTC workshop – “All Things Smart” to learn more about using SMARTBOARDS and other educational technology to support instruction. Cost – 7 ETTC hours and a substitute at \$75.00. Funded through NCLB Title II.
6. Approve Audrey Becker to attend the Curriculum and Instruction Leadership Workshop at the ETTC/SRI office in Galloway on November 19, 2012. Costs: 7 ETTC Hours and travel reimbursement. No substitute teacher required.
7. Approve Helen Wallace to attend Systems 3000 Year-End Training on December 4, 2012 at Atlantic County Special Services in Mays Landing. No costs.
8. Approve Dr. Theresa DeFranco to attend the “time to Choose a Principal Evaluation System” on November 20, 2012 at the FEA Conference Center in Monroe Township, NJ. Costs: Workshop \$75.00; travel reimbursement.
9. Approve Dr. Theresa DeFranco and Susan Palaia to attend the 2012 NJSBA Workshop in Atlantic City from October 23, 2012 through October 25, 2012 at a cost of \$150.00 each plus mileage, tolls, and parking.

10. Approve Susan Palaia to attend the following workshops at the cost of \$50.00 for each plus mileage and tolls:

Understanding Tour CAFR and Audit Review	11/5/2012
Legal Update- Ask the Attorney(s)	12/10/2012
Purchasing	1/22/2013

11. Approve travel for superintendent to attend monthly Superintendents' Roundtable meetings for the 2012-2013 school year as follows:

<u>2012</u>	<u>2013</u>
September 28th	January 4 th
November 2 nd	March 8th
December 7th	April 12th
	May 3rd
	June 7th

13. Presentation and Approval of Minutes: September 5, 2012 Regular Meeting and Executive Session and September 19, 2012 Work Session and Executive Session.

14. Report of the Board Secretary

A. Financial Reports: August 2012

B. Pursuant to N.J.A.C.6A:23-2.11: Margate City Board of Education certifies that as of August 31, 2012 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:23-2.11(c)2-3 so that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

C. Bills and Payrolls: \$1,002,734.18.

D. Transfer of Funds within the General Current Expense Account.

Ratified Budget Transfers for 2012-2013

To:	11-120-100-101-00-00	Teacher Salaries 1-5	\$ 86,202.00
	11-000-230-340-00-00	Admin Technical Services	1,083.00
	11-000-261-420-00-01	Repairs Outside Service EAT	8,400.00
	11-000-261-420-00-02	Repairs Outside Service UAS	721.75
	11-000-262-520-00-02	Insurance UAS	7,342.00
	11-000-262-610-00-02	Cleaning Supplies UAS	220.00
	11-000-262-622-00-02	Energy Electric UAS	100.00
	11-190-100-610-16-01	Gen. Supplies Lam Paper EAT	65.00
	11-190-100-610-04-01	Gen. Supplies Lang Arts EAT	170.00
	11-190-100-610-06-04	General Supplies Math WHR	10.00
			<u>\$104,313.75</u>
From:	11-110-100-101-00-00	Teacher Salaries – KDG	\$ 8,352.00
	11-213-100-101-00-00	Teacher Salaries Res. Room	54,500.00
	11-230-100-101-00-00	Teacher Salaries Basic Skills	23,350.00
	11-000-230-590-00-00	Admin Purchased Services	1,083.00
	11-000-262-622-00-01	Energy Electric EAT	8,163.75

11-190-100-610-01-04	General Supplies WHR	10.00
11-190-100-610-01-01	General Supplies EAT	235.00
11-000-261-610-00-01	Repair Supplies EAT	<u>8,620.00</u>
		<u>\$104,313.75</u>

15. Report of Treasurer of School Monies – August 2012

16. Cash Report – August 2012

17. Unfinished Business

18. New Business

A. Approve 2013-2014 Budget Timetable.

B. Approve revisions to the Guide for Standard Operating Procedures and Internal Controls

C. Approve the FY 2012 “No Child Left Behind” (NCLB) Consolidated Carry-Over Application in the following program amount:

Title I \$4,522

D. Approve the Individuals with Disabilities Act (IDEA) Carry-Over Application for the FY 2012 in the following program amount:

Preschool \$4,506

E. Resolution to approve the District’s Three Year Comprehensive Maintenance Plan (CMP) for 2011-2012, 2012-2013, 2013-2014 period.

F. Approve a revised joint transportation agreement with Ventnor Board of Education for the 2012-2013 school year at a total cost of \$256,576.00:

<u>Route #</u>	<u>Destination</u>	<u>Cost</u>
AC7	Atlantic City High School (up to 54 students)	\$47,250.00
ACM1	Atlantic City High School (up to 54 students)	\$47,250.00
ACM2	Atlantic City High School (up to 54 students)	\$47,250.00
HS3	Holy Spirit High School (up to 41 students)	\$36,244.00
VVT1	Atlantic County Special Services (up to 4 students)	\$36,000.00
VVT2	Atlantic County Institute of Technology (up to 11 students)	\$18,750.00
VCT1	Charter Tech (up to 5 students)	\$4,420.00
OCS1	Ocean City High School (up to 18 students)	\$15,912.00
ALT	ACIT Alternative School (up to 1 student)	\$3,500.00

19. Executive Session

8. Open Session

9. Adjournment