

**VENTNOR CITY BOARD OF EDUCATION**  
**Regular Session Meeting – June 24, 2020**

In Compliance with the “Open Public Meetings Act” of the State of New Jersey, adequate notice of this meeting has been provided. On May 19, 2020 written notice was given to all Board members and posted at the Ventnor Educational Community Complex, Ventnor City Hall and the Ventnor Public Library. It was also e-mailed to the Press of Atlantic City and the Downbeach Current on that same date.

Due to the public health emergency in the State of New Jersey, as declared in Executive Order 103, the Board will be suspending its normal meeting procedures this evening and conducting a virtual meeting. Directions for accessing the virtual public meeting will be posted on the District website: [www.vecsnj.org](http://www.vecsnj.org).

We very much welcome input from the public. Because this is a virtual meeting, public comment will be handled by Zoom group chat unless otherwise posted on our website directions.

**I. ROLL CALL**

Mr. Doug Biagi, President  
Mrs. Kim Bassford, Vice-President  
Mrs. Lori Abbott  
Mr. Michael Advena  
Mr. Albert Battaglia, Jr.  
Mr. Michael Hagelgans

Dr. Eileen Johnson, Superintendent  
Ms. Terri Nowotny, Bus. Admin/Board Sec.  
Mr. Andrew Brown Esq., School Solicitor

**II. PLEDGE OF ALLEGIANCE**

**III. PRESENTATION**

- |  |                |
|--|----------------|
| 1. Facility Update – Ron Fenton  | Exhibit: III-1 |
| 2. Honoring Teachers of the Year - Kelly Winesickle and Debbie Duff  |                |
| 3. Honoring Retired Staff - Dr. Eileen Johnson, JoAnn Farhood, Eileen Henrich, Michelle Mitnick, Jo on Sternberg |                |
| 4. Honoring Retired Board Member - Albert J. Battaglia, Jr.  |                |
| 5. HIB Presentation - Jenna Polise and Chelsea Hoffman   | Exhibit: III-5 |
| 6. Cafeteria Report – Patricia Pettigrosso   |                |
| 7. School Board Code of Ethics and Code of Conduct for Remote Meetings   | Exhibit: III-7 |

**IV. PUBLIC SESSION – AGENDA ITEMS ONLY**

The Board of Education welcomes public comment on agenda items only at this time. Speaking is limited to three (3) minutes per individual, ten (10) minutes per topic. The Board President has the flexibility to alter these limitations.

**V. FINANCE**

- |  |              |
|--|--------------|
| 1. Recommend to approve Organization, Regular and Executive Session Minutes of May 18, 2020 as presented in:   | Exhibit: V-1 |
| 2. Recommend to approve the Board Secretary’s Monthly Certifications: Pursuant to N.J.A.C. 6:30-2.12 (b) that as of May 31, 2020 no major budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Ventnor | Exhibit: V-2 |

Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2, and no budgetary line item has been over expended in violation of N.J.A.C. 6A:23A-2.11(a)1. In accordance with N.J.A.C. 6A:23A-2.11(c)2, it is certified that there are no changes in anticipated revenue amounts and sources for the month of May 31, 2020

Recommend to approve the Board of Education's Monthly Certifications: Pursuant to N.J.A.C. 6A:23A-2.11(c) 4, the Ventnor Board of Education certifies that as of May 31, 2020, and after review of the secretary's monthly financial report appropriations section as presented, and upon consultation with appropriate district officials, that to the best of the Board's knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-2.11(b), that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year and

Recommend to approve acknowledging receipt of the Statement of Cash Receipts and Disbursements and the Board Secretary's report which are in agreement for the period ending May 31, 2020

Recommend to approve line item transfers for the months ending May, 2020

3. Recommend to approve the Payroll Timesheet Report for the June, 2020 payroll and

Exhibit: V-3

Recommend motion to approve May Bills Lists as presented in exhibit.

4. Recommend approval of the following food service prices for the 2020/2021 school year:

LUNCH Full \$3.05; Reduced \$0.40; Student Ala Carte \$2.35; Milk \$0.65  
Adult \$4.00; Adult Ala Carte \$2.65; Adult Salad \$4.75

BREAKFAST Full \$2.00; Reduced \$0.30; Adult \$2.55

5. Recommend to accept the following report: Pursuant to PL 2015, Chapter 47, the Ventnor Board of Education intends to renew, award, or permit to expire the following contracts previously awarded by the Board of Education. These contracts are, and have been, in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18.et.seq, NJAC Chapter 23, and Federal Uniform Administrative Requirements 2CFR, Part 200. Compliance with new contracts, not listed here, will be addressed prior to Board action.

Alarm Monitoring  
Architect/Engineer  
Attendance Software  
Attorney  
Auditor  
Banking and Investment  
Boiler and Generator Repairs and Maintenance  
Broad Band Services  
Cable Services  
Community Notification Systems  
Cooperative Purchasing

Custodial Services  
 Energy Supplier  
 E-Rate Services Consultant  
 Financial Accounting Software  
 HVAC Controls and Maintenance  
 Insurance Agent – Benefits  
 Insurance Agent – General  
 Itinerant Services  
 Labor Counsel  
 Mobile applications  
 Network and IT Support  
 Nutrition Education  
 Payroll Services  
 Pest Control  
 School Boards Association  
 School Physician/Medical Inspector  
 Special Education Compliance Software  
 Special Education Services – Consultants, Evaluations, Therapy Services  
 Student Information System  
 Teacher and Principal Evaluation  
 Technology Services including Website and Software  
 Telecommunications  
 Transportation Services  
 Tuition  
 Cafeteria Services (Provider)  
 Room Rental (Provider)

6. Recommend to approve the 2019/2020 Itinerant/Shared Services Agreement and Rates through Atlantic County Special Services as attached in: Exhibit: V-6
  
7. Recommend to approve submission of the 2020-2021 IDEA Basic and IDEA Preschool Grant application as follows:
  - IDEA - \$213,834 (Tuition)
  - IDEA PreSchool - \$7,561 (Tuition \$7,000; Professional Services \$561)
  
8. Recommend to approve the 2020-2021 General Services contract with Camden County Educational Services Commission as presented in exhibit: Exhibit: V-8
  
9. Recommend to approve Preferred Home Health Care and Nursing Services, Inc. to provide RN/LPN services for transportation to and from ACSSSD and during the school day for one student for the 2020/2021 school year as presented in: Exhibit: V-9
  
10. Recommend to approve tuition and weekly speech and language services for one student (ID#161511) to attend Cambridge School in Pennington, NJ for 2020/2021 school year at annual tuition of \$53,890; plus \$150.00 per session occupational therapy and speech and language services.
  
11. Recommend to approve continuation of retiree dental benefits for July, August and September to offset pandemic office closures at a cost to the board of \$815.88 for four retirees.
  
12. Recommend to approve a maintenance service agreement with CM3 Building Solutions for the period July 1, 2020 – June 30, 2021 at an annual fee of \$30,216.00 as presented in: Exhibit: V-12

13. Recommend to approve a maintenance service agreement with ABC Controls for the period July 1, 2020 – June 30, 2021 for 50 hours at an annual fee of \$6,500.00 as presented in:

Exhibit: V-13

14. Recommend to approve 2020-2021 parental contract for student transportation for one student at Archbishop Damiano school at \$89.52 per diem, \$18,800 annual.

15. Recommend to approve tuition contract agreements effective March 11, 2020 through June 30, 2020 with Washington Township Public Schools for three foster students: Grade 2 at \$16,941.00; Grades 6 and 7 each at \$17,521.00 annual costs pro-rated to effective dates. These students were under contract at Cherry Hill from October 25, 2019 through March 10, 2020.

16. Recommend to approve increasing the Bid Threshold:

WHEREAS, Terri Nowotny, School Business Administrator/Board Secretary possesses a Qualified Purchasing Agent (QPA) certificate;

WHEREAS, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7, and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$40,000 to \$44,000, effective July 1, 2020;

pursuant to N.J.S.A. 18A:18A-3 (a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$44,000 for the Board of Education, and further authorizes Terri Nowotny, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount. The threshold for quotations is established at \$6,600.

17. Recommend to approve Spectrum Fitness, LLC to provide Physical, Speech, and Occupational Therapy Services as needed at the rate of \$78.00 per hour effective July 1, 2020 through June 30, 2021 as presented in:

Exhibit: V-17

18. Recommend to approve the following insurance policies for 2020-21 as presented in:

Exhibit: V-18

| Policy Coverage          | Fund/Company                          | Premium   |
|--------------------------|---------------------------------------|-----------|
| Package/Excess Liability | School Alliance Insurance Fund (SAIF) | \$99,535  |
| Federal Flood            | Assurant                              | \$6,683   |
| Statutory Bonds          | Travelers, RLI                        | \$1,619   |
| Student Accident         | Bollinger Ins                         | \$5,940   |
| Workers Compensation     | Diploma JIF                           | \$107,492 |

19. Recommend to approve contract to provide Margate Board of Education with Cafeteria Services for the 2020-21 school year as presented in:

Exhibit: V-19

20. Recommend to approve Extended School Year tuition for six (6) students as ACSSSD at a cost of \$440 per week, four week program.

21. Recommend to approve two students (ID#160690 and ID#161269) to attend YALE School in Cherry Hill for 2020/21 per IEP. Tuition is \$67,032.00 including ESY.

22. Recommend to approve the Title III Memorandum of Understanding for the

2020-2021 School Year with Greater Egg Harbor Regional High School as fiscal agent for the Consortium allowing district to accept the Title III funds as presented in:

Exhibit: V-22

23. Recommend to approve the following payments of compensation for unused sick and vacation leave at retirement per terms of the Agreements with the Ventnor City Education Association and Superintendent:

JoAnn Farhood - \$403.13 (25% of 21.5 days at \$75.00 each, lump sum)  
Jo VonSternberg - \$2,456.25 (50% of 65.5 days at \$75 each, lump sum)  
Eileen Henrich - \$2,813.91 (75% of 43.5 days at \$115 each, lump sum payable January 2021)  
Michele Mitnick - \$20,000 (75% of 293.5 days at \$115 each, capped at \$20,000,  
Payable in two \$10,000 equal sums on January 2021 and January 2022)  
Eileen Johnson - \$15,000 (78.5 days at \$200 each, capped at \$15,000, lump sum)  
Eileen Johnson - Vacation \$21,612.74 (36.5 days at \$592.13 each, lump sum)

24. Recommend to adopt the following resolution: Transfer of Current Year Surplus to Reserve:

WHEREAS, NJAC6a-14.3/14.4 and NJAC 6A:23A-17.1(f)(8) 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 Ventnor Board of Education wishes to establish and deposit anticipated current year surplus into a Tuition Reserve Account at year end, and

WHEREAS, the Ventnor Board of Education anticipates total tuition costs of \$6,000,000 including a tuition adjustment with Atlantic City High School for the 2021/2022 budget of \$870,602, and

WHEREAS, the Ventnor Board of Education has determined that up to a maximum of \$500,000 is available for such purpose of transfer;

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

25. Recommend to approve 2020-2021 preschool education program contract with Gateway Headstart for one 3 and 4 year old preschool classroom payable with funds from the Preschool Education Expansion Grant as presented in:

Exhibit: V-25

26. Recommend to approve submission of the 2020-2021 ESEA Grant application as presented in:

Exhibit: V-26

27. Recommend to approve purchase of 90 teacher and 155 student computers from Ocean Computer Group under state contract at a total cost of \$208,205 to be reimbursed under the CARES grant and as presented in:

Exhibit: V-27

28. Recommend to approve CARES Act Education Stabilization Fund application as presented below:

|                                   |           |
|-----------------------------------|-----------|
| Instructional Equipment           | \$351,115 |
| Other Purchased Services, Support | \$1,396   |

**Supplies and Material Support                      \$5,000**

29. Recommend to approve contract with Bayada Home Health Care, Inc. to provide 2020/2021 RN/LPN for transportation to/from ACSSSD for student as presented in:
30. Recommend to approve payment of \$2,683.50 spring course reimbursement for Patricia Rafter as per terms of the Ventnor City Education Association Agreement.
31. Recommend to approve payment of \$3,583.80 spring course reimbursement for Rob Baker as per terms of the Ventnor Administrators Association Agreement.
32. Recommend to approve Seamless Summer Option Program application to provide grab and go lunch July 7 -August 13 on Tuesday, Wednesday and Thursdays.

**Exhibit: V-29**

## **VI. POLICIES**

1. Recommend to approve first reading as presented in:
  - 4111.2, 4211.2 Domestic Violence
  - 9322 Public and Executive Sessions
2. Recommend to approve Regulation 4112.4/4212.4R Exposure Control Plan effective July 1, 2020.
  - 4112.4/4212.4R Exposure Control Plan

**Exhibit: VI-1**

**Exhibit: VI-2**

## **VII. PERSONNEL**

### **ON THE RECOMMENDATION OF THE SUPERINTENDENT:**

1. Recommend to approve contract with James Coates as F/T Maintenance Person/Custodial Supervisor for the 2020-2021 School Year, annual salary of \$58,149.00 with benefits as presented in:
2. Recommend to approve contract with Ronald Fenton as F/T Supervisor of Facilities for the 2020-2021 School Year, annual salary of \$74,682 plus \$2,500 stipend with benefits as presented in:
3. Recommend to approve contract with Julio Garcia as F/T Maintenance Person for the 2020-2021 School Year, annual salary of \$55,977.00 with benefits as presented in:
4. Recommend to approve contract with Robert Rifkin as F/T Maintenance Person/Groundskeeper for the 2020-2021 School Year, annual salary of \$46,812.00 with benefits as presented in:
5. Recommend to approve contract with Patricia Pettigrosso as F/T Food Services Director for the 2020-2021 School Year, annual salary of \$41,200.00 plus \$1,300.00 longevity with benefits as presented in:
6. Recommend to approve contract with John Spencer as F/T Network

**Exhibit: VII-1**

**Exhibit: VII-2**

**Exhibit: VII-3**

**Exhibit: VII-4**

**Exhibit: VII-5**



Engineer/Technology Coordinator for the 2020-2021 School Year, annual salary of \$106,699 plus \$1,850.00 longevity with benefits as presented in:

Exhibit: VII-6

7. Recommend to approve contract with Lisa Wilson as F/T Secretary to the Superintendent for the 2020-2021 School Year, annual salary of \$56,457.00 plus \$1,850.00 longevity with benefits as presented in:

Exhibit: VII-7

8. Recommend to approve 2020-2021 contract with Barbara Goldberg, part-time attendance officer, at an annual salary of \$15,807.00, no benefits.

9. Recommend to approve contract with Terri Nowotny as School Business Administrator/Board Secretary for the 2020/2021 school year at the negotiated salary of \$117,031.00, with benefits. Contract has received County Superintendent approval and as presented in:

Exhibit: VII-9

10. Recommend to accept resignation of Sara Velardi as Part Time Physical Therapist for 2020/2021 as presented in:

Exhibit: VII-10

11. Recommend to approve Brittany Czekai placement from the B.A.+15 scale to the B.A.+30 scale effective September 1, 2020.

12. Recommend to approve 2020 Extended School Year/Summer Staff Positions as presented in:

Exhibit: VII-12

13. Recommend to accept resignation letter of Abigail Moul as Child Study Team Secretary effective July 31, 2020, with regret and as presented in:

Exhibit: VII-13

14. Recommend to approve Evan Shea as Summer Technology Technician at the Hourly rate of \$20.00 per hour, not to exceed 50 hours.

#### **VIII. CURRICULUM AND INSTRUCTION**

1. Recommend to approve the nursing service plan as presented in:

Exhibit: VIII-1

#### **IX. USE OF FACILITY**

#### **X. INFORMATION/DISCUSSION**

1. Drills: Fire Drill: Security Drill:
2. VECC Monthly Enrollment
3. Monthly Administrative Report
4. Community Outreach Report
5. Monthly Suspension Reports
6. Elementary and Middle School Individual Incident Reports
7. Monthly School Cafeteria Report
8. VECC Out of District Tuition Report for 2019/2020

Item: X-2

Item: X-3

No Item

Item: X-5

No Item

Item: X-7

Item: X-8

#### **XI. ATLANTIC CITY HIGH SCHOOL REPORT - Mrs. Bassford**

#### **XII. COMMITTEE REPORTS**

1. Building & Grounds Committee Meeting May 20, 2020 as presented in:

Item: XII-1

2. Building & Grounds Committee Meeting minutes for June 10, 2020 as presented in:

Item: XII-2

3. Recommend to approve Change Order No. 2 – Final for Falasca Mechanical, Inc. Replacement of Rooftop HVAC Units- Phase III in the amount of \$6,580, resulting in an overall contract decrease of \$11,442.77 and as presented in: Item: XII-3
4. Recommend to approve Change order No. 4 – Final for ABJ Sprinkler Co., Inc Fire Suppression System Upgrades in the amount of \$19,300, resulting in an overall contract increase of \$4,514.97 and as presented in: Item: XII-4
5. Recommend to approve Update of the HVAC Systems Evaluation Report by Remington and Vernick Engineers at a lump sum fee of \$6,200 as presented in: Item: XII-5

### **XIII. NEW BUSINESS**

1. Delta Dental premium reduction as presented: Item: XIII-1
2. The district is considering application for the Community Eligibility Provision (CEP) for our student meal service 2020/2021. This option would allow us to serve breakfast and lunch at no cost to all enrolled students without collecting household applications. The district would be reimbursed using a formula based on the percentage of students categorically eligible for free meals. We are currently reviewing eligibility with the state.

### **XIV. OLD BUSINESS**

### **XV. PUBLIC SESSION**

The Board of Education welcomes public comment as an important aspect of community relations. A portion of every meeting is set aside for public comment on school district issues. Speaking is limited to three (3) minutes per individual, ten (10) minutes per topic. The Board President has the flexibility to alter these limitations.

### **XVI. EXECUTIVE SESSION**

Whereas the Ventnor City Board of Education finds a need to discuss matters that are exempt from public discussion pursuant to the Open Public Meetings Act, be it resolved that that Ventnor City Board of Education hereby adjourns to a session from which the public must be excluded for the following reasons allowable under the Act (*read or check all that apply*):

- \_\_\_ 1. Matters rendered confidential by State or Federal law:
- \_\_\_ 2. Matters which could impair the right to receive federal funds:
- \_\_\_ 3. Matter which would constitute an unwarranted invasion of personal privacy if conducted in public;
- \_\_\_ 4. Negotiations;
- \_\_\_ 5. Discussions involving the purchase, lease or acquisition of real property, the setting of bank rates, or the investment of public funds, where disclosure could adversely affect the public interest;
- \_\_\_ 6. Discussions of tactics and techniques used in protecting the safety and property of the public;
- \_\_\_ 7. Discussions of pending or anticipated litigation, contract negotiations, and matters falling under attorney-client privilege;
- \_\_\_ 8. Personnel;
- \_\_\_ 9. Deliberations after a public hearing.



No formal action will take place, and the results of any discussion will be made public if and when the subject matter is no longer deemed confidential. Executive Session is expected to last \_\_\_\_\_ (*insert number*) minutes/hours (*select*) and action/no action (*select*) is anticipated afterwards.

**XVII. ADJOURNMENT**