

MAINLAND REGIONAL HIGH SCHOOL
LINWOOD, NEW JERSEY
BOARD OF EDUCATION MEETING
APRIL 20, 2015

1.0 **Call to Order**

The Regular Meeting of the Board of Education of the Mainland Regional High School District of Atlantic County was called to order at 7:17 p.m. on the above date in the Library in Linwood, New Jersey; President Ojserkis presiding.

2.0 **Flag Salute**

3.0 **Compliance with Sunshine Law:**

Ms.Ojserkis duly noted that adequate notice of this meeting of the Board of Education was provided by the Board Secretary's office on October 3, 2014, to newspapers, municipal clerks and was posted on the bulletin board located in the main school entrance specifying time, place, and date in compliance with the open Public Meetings Act – Chapter 231, P.L. 1975.

4.0 **Roll Call and Verification of Quorum:**

Quorum

Present: Messr.'s Broomall, Harvey, Milhous, Person
Ms. Cupo, Siegel
President Ojserkis

Absent: Ms. Gorski, Gray

Superintendent Previti, Business Administrator/Board Secretary Jensen, and Asst. Principal Burns were also present.

5.0 **Student Representative's Report:**

Grant Hinman reported:

- Student Council was involved in Spirit Week and the Pep Rally for Spring sports. The students welcomed the rally and had fun.
- Student Council is preparing for the Annual Leadership Dinner. Teachers nominate students for leadership inside and outside the classroom.

6.0 **Special Reports:**

Ms. Ojserkis opened the meeting by congratulating Grant Hinman for winning Mr. Mainland, his participation in winning the NJ State Mock Trial Championship and being accepted to the University of Richmond.

Mr. Kevin Burns presented the students of the month for April 2015:

<u>Grade</u>	<u>Student</u>
9 th	Jordan Chattin
10 th	Gianna Smarra
11 th	Lian Showl
12 th	Kathleen Carr

MRCP Liaison Report:

Dr. Previti announced the Committee was successful in changing their name to Mainland Regional Education Foundation and has adopted new bylaws and has elected new officers. The MREF is currently working on After Prom and Community Counts.

Aquatic Center Report:

Ms. Jensen announced that the Commission has disbanded the original bylaws and has adopted a new Commission Charter to allow the Commission to be less formal due to the majority of issues being resolved from the opening of the pool. The Commission was needed at the opening to handle the majority of community issues and has successfully allocated time to the community. The Commission members will still meet twice a year and schedule meetings as needed. They will be available to the Community for questions and concerns through communication with the Aquatic Director.

7.0 **Executive Session**

BE IT RESOLVED by the Mainland Regional High School Board of Education that pursuant to the Open Public Meetings Law (NJSA 10:4-1 et seq) that it shall:

- A. Immediately
- B. At the conclusion of the Regular Agenda
- C. At the call of the chair

Enter into an Executive Session to discuss Personnel, Litigation, Negotiations, Student, and/or Security matters: and the information discussed at this meeting can be disclosed to the public only upon formal written request to the Secretary of the Board of Education and it thereafter has been reviewed by the Board of Education at the next Work, Special or Regular Meeting to determine if the time and circumstances would then be appropriate to disclose the information discussed.

8.0 Motion to approve the Regular Meeting Minutes of March 16, 2015.

8.1 Motion to approve the Executive Meeting Minutes of

9.0 Motion acknowledging receipt of the Treasurer's Report and the Board Secretary's Report which are in agreement for the period of February 2015 as filed with the Board.

9.1 Motion acknowledging receipt of the Cafeteria Reports for the period of February 2015.

10.0 **Communications:**

Ms. Jensen read a portion of a letter from Mayor Erland Chau, City of Northfield, thanking the Board for hiring Dr. Robert Previti for another school year.

11.0 **President's Report:**

Ms. Ojserkis noted that the Board Meeting Calendar for the 2015-2016 school year was pulled from the Agenda to allow for some revisions due to conflicts with school events. Ms. Ojserkis requested members to respond to a poll requesting beginning the Board of Education meetings to 6:00 p.m.

12.0 **Superintendent's Report:**

Dr. Previti announced the Mainland Regional High School Mock Trial Team as the NJ State Champions. The team competed against 230 statewide teams. The team will travel to Raleigh, North Carolina in May to compete for the National title.

Dr. Previti thanked the New Jersey Bar Foundation for contributing \$9,500.00 for the team to travel to the competition and the Atlantic County Bar Association for participating in the Moot Court Program.

Dr. Previti reported that the play Les Miserables received great reviews. It contained amazing performances by the students and musicians. The play has been compared to being an off Broadway play.

Dr. Previti reported that two proposals are contained in the Finance agenda requesting approval for the District to request proposals for HVAC work to the IT/MDF Room and the Wood Shop and also to relocate the long jump equipment currently on the sideline of the football field.

Dr. Previti reported that the District is eligible to refinance two of the six existing bonds to achieve a \$319,000.00 annual savings in Debt Service. The reduction equated to 6% which meets the 3% requirement that allows refinancing.

13.0 **Meeting Opened to the Public:**

Ms. Berndt and Ms. Schroeder, Mainland Regional High School Teachers of French, presented a proposal to travel with students to Canada in February 2016 at no cost to the district. Discussion followed regarding activities the students were offered, number of chaperones, and travel information.

Mr. Romito, MREA President, commented that the students that went on the last trip to Canada were well behaved, respectful and represented the school very well.

14.0 **EDUCATION**

Dr. Harvey moved items 14.1 – 14.8

14.1 Motion to approve Home Instruction/Outside Placement for:

HI/OP

Home Instruction from March 19, 2015 to April 24, 2015

CASE HI#16

8 Hours at \$45.00 X 4 Weeks = \$1,440.00

Home Instruction from March 16, 2015 to April 16, 2015

CASE HI#27

4 Hours at \$45.00 X 3 Weeks = \$540.00

Home Instruction from March 25, 2015 to April 17, 2015

CASE HI#37

12 Hours at \$45.00 X 2 Weeks = \$1,080.00

Home Instruction from March 19, 2015 to April 2, 2015 and

Home Instruction from April 2, 2015 to June 2, 2015

CASE HI#42

10 Hours at \$45.00 X 2 Weeks = \$900.00 respectively; and

10 Hours at \$45.00 X 8 Weeks = \$3,600.00

Home Instruction from April 13, 2015 to May 13, 2015

CASE HI#43

6 Hours at \$45.00 X 4 Weeks = \$1,080.00

Home Instruction from April 2, 2015 to June 22, 2015

CASE HI#45

10 Hours at \$45.00 X 10 Weeks = \$4,500.00

Home Instruction from March 25, 2015 to April 25, 2015

CASE HI#48

12 Hours at \$45.00 X 3 Weeks = \$1,620.00

Home Instruction

CASE HI#50

5 Hours at \$45.00 = \$225.00

Home Instruction from March 10, 2015 to May 10, 2015

CASE HI#51

4 Hours at \$45.00 X 9 Weeks = \$1,620.00

Home Instruction

CASE HI#52

6 Hours at \$45.00 = \$270.00

Home Instruction

CASE HI#53

2 Hours at \$45.00 X 10 Weeks = \$900.00

Home Instruction
CASE HI#54
10 Hours at \$45.00 X 3 Weeks = \$1,350.00

- 14.2 Motion to approve the Field Trips for the 2014-2015 school year. Field Trip
- 14.3 Motion to approve Mr. Christopher Fernandez and the Mock Trial Team members to attend the Mock Trial National Championship in Raleigh, North Carolina from May 12, 2015 through May 17, 2015 at a cost to the District totaling \$2,755.00. Mock Trial

Cost to the District for May 12, 2015 – May 13, 2015

Lodging	\$1,635.00
Meals (\$56.00 per day for 8 students and 2 coaches)	<u>\$1,120.00</u>
Total	<u>\$2,755.00</u>

- 14.4 Motion to approve Ms. Danielle Berndt, World Language / French Teacher and all French Students to attend Le Carnaval De Quebec in Quebec, Canada from February 12, 2016 through February 15, 2016 at no cost to the District. French Trip
- 14.5 Motion to affirm the recommendation from the Superintendent for the following HIB Case: HIB
- 14-15-019 Unconfirmed
- 14.6 Motion to accept the recommendation from the Superintendent for the following HIB Cases: HIB
- 14-15-020 CONFIRMED
- 14-15-021 Unconfirmed
- 14-15-022 Unconfirmed

- 14.7 Motion to approve the 2015-2016 School Year Calendar. Calendar
- 14.8 Motion to approve the Community Aquatic Center Advisory Commission Charter. Aquatic Charter.

Mr. Person seconded the motion.
Roll call vote was unanimous. Ayes (7)

15.0 **PERSONNEL:**

Ms. Cupo moved items 15.1 -115.14

Motions relative to staff appointments are presented by the Committee with the recommendation of the Superintendent and are subject to Chapter 116, P.L. 1986.

- 15.1 Motion to approve an extended medical leave for Mr. Ken Buck, Special Education Aide, beginning January 20, 2015 through June 30, 2015. Mr. Buck will be utilizing his sick days and donated sick bank days. LOA
- 15.2 Motion to rescind the Involuntary Disability Retirement on behalf of Mr. Stephen Tullio, Art Teacher. Retire.
- 15.3 Motion to accept the retirement of Mr. Stephen Tullio, Art Teacher, effective June 30, 2015. Retire.
- 15.4 Motion to terminate Earl S. Wagener, Part-Time Bus Driver, effective March 24, 2015. Term.
- 15.5 Motion to accept with regret the retirement of Ms. Patricia Coll, Secretary, effective June 30, 2015. Retire.
- 15.6 Motion to accept with regret the retirement of Ms. Olga Georgiou, Food Service Worker, effective June 30, 2015. Retire.
- 15.7 Motion to accept with regret, the resignation of Ms. Susan Mika, Special Education Aide, effective August 1, 2015. Retire.
- 15.8 Motion to approve Ms. Catherine Holst as a Long-Term Substitute replacing Mr. James Lanzendoen, Special Education Teacher, beginning April 13, 2015 through June 30, 2015 at a salary of \$41,944.00, BA, Step 1. Prorated. Benefits Offered. LTS
- 15.9 Motion to approve the following substitutes for the 2014-2015 school year: Sub

Kaylee Dellinger	All Areas
Nicholas Maggio	All Areas; Pending Substitute Certificate
Joshua Keiner	All Areas
Audrelyn Williams	All Areas

- 15.10 Motion to approve Mr. Andres Martinez as a Substitute Custodian for the 2014-2015 school year at a rate of \$13.00 per hour. Sub Cust.
- 15.11 Motion to approve Mr. Hugo A. Martinez, as a Trip Driver for the 2014-2015 school year at an hourly rate of \$14.50. Trip Driver

- 15.12 Motion to approve Antoine Lewis as Assistant Boys Track Coach at a stipend totaling \$5,909.00 for the 2014 – 2015 school year. Co-Curr.
- 15.13 Motion to approve Daniel Williams as Weight Training Advisor at a stipend of \$49.04 per hour for the 2014 -2015 school year. Co-Curr.
- 15.14 Motion to accept with regret the retirement of Ms. Heidi Hibbs, Food Service Director, effective October 1, 2015. Retire.

Dr. Harvey seconded the motion.

Roll call vote was unanimous. Ayes (7)

16.0 **FINANCE AND FACILITIES:**

Mr. Broomall moved items 16.1-16.16

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| 16.1 | Motion to approve Invoices in the amount of \$2,099,967.52 for the 2014-2015 School Year. | Invoices |
| 16.2 | Motion to approve Purchase Orders in the amount of \$1,226,188.00 for the 2014-2015 School Year. | Purchase Orders |
| 16.3 | Motion to approve Athletic Invoices in the amount of \$12,071.00 for the 2014-2015 School Year. | Athletic Invoices |
| 16.4 | Motion to approve Food Service Invoices in the amount of \$28,188.01 for the 2014-2015 School Year. | Food Srv. Invoices |
| 16.5 | Motion to approve Student Activity Invoices in the amount of \$39,037.12 for the 2014-2015 school year. | Student Activities |
| 16.6 | Motion to approve the Board Secretary's Monthly Certification. | Certif. |

Board Secretary's Monthly Certification:

Pursuant to N.J.A.C. 6:20-2A.10(d)*, I certify that as of March 31, 2015, no budgetary line item account has obligations and payments (contractual orders which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1.

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| 16.7 | Motion to approve the Board Secretary's Monthly Certification. | Certif. |
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Board Secretary's Monthly Certification:

Pursuant to N.J.A.C. 6:23-2.11(c)2*, I certify that as of March 31, 2015, no anticipated changes in revenue amounts and sources which would enable the district from meeting the financial obligations for the remainder of the school year.

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| 16.8 | Motion to approve the Board Secretary's Monthly Certification. | Certif. |
|------|--|---------|

Board of Education's Monthly Certification Budgetary Major Account Fund Status.

Pursuant to N.J.A.C. 6:20-2A.10(e)*, we certify that as of March 31, 2015, after review of the secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C.6:20-2.A-10(a.1)* and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

- 16.9 Motion to approve line item transfers as of April 20, 2015 for the 2014-2015 School Year. Transfers
- 16.10 Motion to approve Travel Reimbursements for the 2014-2015 School Year totaling \$1,715.13. Travel Reimburs.
- 16.11 Motion to approve the Use of Facility for: Use of Facility
- St. Joseph Regional School for the use of the Track and High Jump Bar on Sunday, April 19 & 26, 2015 and Sunday, May 3 & 17, 2015 from 12:00 p.m. to 4:00 p.m. and Saturday, May 9, 2015 from 4:00 p.m. to 8:00 p.m. for Track Meets. (Fees Apply)
- Mustang Baseball Camp for the use of the Baseball Field on June 29 – July 3, 2015 and July 13 -17, 2015 from 9:00 a.m. to 12:00 p.m. for Baseball Camp. (Fees Apply)
- 16.12 Motion to approve the Contract for Participation in Cooperative Transportation Services between the Gloucester County Special Services School District Board of Education and the Mainland Regional High School Board of Education for the 2015 -2016 school year. The administration fee is as follows: Transport.
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| 7% of district's portion of each cooperative route for special education, vocational, public and homeless students |
| 4% of district's portion for each cooperative route for non-public students |
- 16.13 Motion to accept the following custodial equipment from Ms. Jo-Anne Goldberg to the Mainland Regional High School District at an estimated worth totaling \$600.00: Cust. Equip.
- Electric Industrial Floor Scrubber
Industrial Mop
Industrial Bucket with Wringer
- 16.14 Motion to approve the Rental Agreement between the Mainland Regional High School Board of Education and Future Stars Camps for a duration of five years beginning with the 2015-2016 school year through the 2019-2020 school year. Future Stars
- 16.15 Motion to approve the proposal for Professional Services for HVAC Replacement Work at the MDF Room and at the Wood Shop between the Mainland Regional High School Board of Education and Fraytak, Veisz, Hopkins, Duthie P.C.. Scope of work to include construction document HVAC Work

phase, bidding and permit phase, and construction phase at a cost of \$9,800.00 for architect and engineering fees.

- 16.16 Motion to approve the proposal for Civil Engineering/Survey and Site Planning services between the Mainland Regional High School Board of Education and Schaeffer Nassar Scheidegg. Scope of work includes surveying and subdivision services, land planning services, and engineering services at a cost not to exceed \$4,500.00. Survey/Site Planning

Mr. Milhous seconded the motion.

Roll call vote was unanimous. Ayes (7)

17.0 POLICY

18.0 **UNFINISHED BUSINESS:**

None

19.0 **ANNOUNCEMENTS:**

Public Hearing – 2015-2016 Budget – April 27, 2015

Regular Meeting Agenda – May 18, 2015

20.0 **NEW BUSINESS:**

None

MEETING OPENED TO THE PUBLIC

Mr. Broomall moved items 20.1 – 20.3

- 20.1 Motion to approve the Resolution of the Mainland Regional High School Board of Education approving the refunding bond ordinance authorizing the issuance of up to \$5,500,000.00 in aggregate principal amount of refunding bonds of the school district; making certain determinations and covenants and giving certain authorizations and approvals in connection with the issuance and sale of said refunding bonds and with respect to the terms thereof; awarding the refunding bonds. Resolution

The following motions will be in effect until the next organization meeting held in January 2016.

- a. Motion to approve the following be designated as authorized depositories for school funds – Cape Bank, Ocean City Home Savings and Loan, PNC Bank, The Bank of New York, and TD Bank.
- b. Motion to approve the operation of the Mainland Regional High School District under the current by-laws, regulations and policies governing the Board.
- c. Motion to approve The Press of Atlantic City, Sentinel Ledger, the Current and the Newark Star Ledger Newspapers as the official newspapers of the Board.
- d. Motion to approve the resolution appointing C.J. Adams Insurance Co. and Glenn Insurance Inc. as the District's Risk Management Consultants (RMC) for the 2015-2016 School Year.
- e. Motion to approve the Risk Management Consultant Agreement between the Mainland Regional High School Board of Education and C.J. Adams Co. for the 2015-2016 School Year.
- f. Motion to approve the Risk Management Consultant Agreement between the Mainland Regional High School Board of Education and Glenn Insurance Inc. for the 2015-2016 School Year.
- g. Motion to approve the Comprehensive Guidance Program for 2015-2016 School Year. (on file in the Guidance Office)
- h. Motion to approve the replenishment of the Petty Cash Fund totaling \$500.00 for the 2015-2016 School Year.
- i. Motion to approve the appointment of Ford – Scott Associates as auditors at an annual fee of \$23,970.00. (\$2,500.00 allocated to MRHS Cafeteria).
- j. Motion to approve the appointment of Louis J. Greco as Solicitor at an annual retainer fee of \$7,200.00 and an hourly rate of \$140.00.
- k. Motion to approve the shared appointment of Dr. Eugene DeMorat, M.D./Dr. Richard Islinger, M.D., \$3,000.00 per annum as school physicians.
- l. Motion to approve the appointment of Dr. Stephen Bushay, M.D., \$10,500.00 per annum as school physician.

Additional rates include: \$125.00 New Hire Exam
\$ 40.00 Sports/PE Exam

- m. Motion to appoint Ms. Kim Jensen as Business Administrator/Board Secretary for the 2015-2016 School Year.
- n. Motion to appoint Ms. Kim Jensen, Business Administrator/Board Secretary as the Public Agency Compliance Officer for the 2015-2016 School Year.
- o. Motion to appoint Ms. Kim Jensen, Business Administrator/Board Secretary as the Public Records Custodian for the 2015-2016 School Year.
- p. Motion to appoint Ms. Joanne Goldberg, Child Study Team Supervisor to serve as the Affirmative Action Officer (N.J.A.C. 6:4-1.3(c)) for the 2015-2016 School Year.
- q. Motion to appoint Ms. Joanne Goldberg, Child Study Team Supervisor to serve as the Section 504 Compliance Officer (34CFR 104.7(a)) for the 2015-2016 School Year.
- r. Motion to approve the resolution to adopt a form required to be used for the filing of Notices of Tort Claims against the Mainland Regional High School Board of Education.
- s. Motion to approve the appointment of the firm Faridy Veisz Hopkins Duthie, P.C. as the Architect of Record for the Mainland Regional High School Board of Education for the 2015-2016 School Year.
- t. Motion to approve the appointment of Mr. Jeff Blumenfeld, Kutak Rock LLP as Bond Council Attorney for the Mainland Regional High School Board of Education for the 2015-2016 School Year.
- u. Motion to approve the establishment of a maximum \$50,000.00 General Fund 2015-2016 budget allotted for travel and travel related expenditures for the Mainland Regional High School Board of Education School District.
- v. Motion to approve the maximum travel limitation totaling \$1,500.00 per person for regular business travel to the following:

Ms. Kim Jensen	Business Admin/Board Secretary
Mr. Mark Marrone	Principal
Ms. Jo-Anne Goldberg	Director of Child Study Team
- w. Motion to appoint Ms. Javhan O’Neal as the District’s Homeless Liaison for the 2015-2016 School Year.

- x. Motion to approve a resolution limiting the number of students who can participate in other school choice programs.

**MAINLAND REGIONAL HIGH SCHOOL BOARD OF
EDUCATION
RESOLUTION
LIMIT OF STUDENTS PARTICIPATING IN CHOICE
PROGRAMS**

WHEREAS, the Department of Education has authorized any eligible district to apply to be a choice school pursuant to N.J.A.C. 6A:12-4.2; and

WHEREAS, the Mainland Regional High School Board of Education seeks to limit the number of resident students attending choice programs to no more than 10% per grade level and 15% district resident students as of the current year October 15 count, and

WHEREAS, the Mainland Regional High School Board of Education will hold a lottery pursuant to N.J.A.C. 6A:12-4 in instances where more than 10% per grade level and 15% of district resident students seek to participate in a choice program,

NOW THEREFORE BE IT RESOLVED, that the Mainland Regional High School School District hereby authorizes the Administration to limit the number of resident students participating in choice programs to no more than 10% per grade level and 15% district resident students as of October 15 each year.

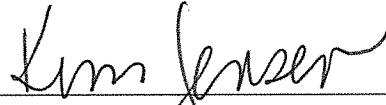
- y. Motion to appoint Ms. Jo-Anne Goldberg as the Department of Family Protection and Permanency Liaison for the Mainland Regional High School District for the 2015-2016 School Year.
 - z. Motion to approve the Mainland Regional High School Purchasing Manual for the 2015-2016 School Year. (on file in the Business Office)
 - aa. Motion to approve the Standard Operating Procedures and Internal Control Manual for the 2015-2016 School Year. (on file in the Business Office)
- 20.3 Motion to approve the Use of Facility for:
- Use of
Facility
- Atlantic Shore Divers, Inc. for use of the Aquatic Center on April 21 & 29, 2015 and May 5 & 12, 2015 from 6:00 p.m. to 9:00 p.m. for Scuba Lessons. (Fees Apply)

Ms. Cupo seconded the motion.
Roll call vote was unanimous. Ayes (7)

21.0 **ADJOURNMENT:**

Mr. Broomall made a motion to adjourn the meeting, seconded by Ms. Cupo. The meeting was adjourned by voice vote at 8:12 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Kim Jensen". The signature is written in black ink and is positioned above a horizontal line.

Kim Jensen
Board Secretary/Business Administrator