

STONE HARBOR BOROUGH  
BOARD OF EDUCATION

PUBLIC AGENDA REGULAR  
MEETING

Wednesday, May 5, 2021

6:00 PM

**STONE HARBOR BOARD OF EDUCATION  
275 93<sup>RD</sup> STREET  
STONE HARBOR, NJ 08247**

**BOARD OF EDUCATION MEETING  
Wednesday, May 5, 2021  
6:00 PM**

**AGENDA**

**I. CALL TO ORDER**

The New Jersey Open Public Meetings Law was enacted to ensure the rights of the Public to have advance notice of and to attend the meetings of the public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this Act, the Stone Harbor Board of Education has caused notice of this meeting to be published by having the date and time posted in *The Press of AC*. Additionally notice was posted on the Stone Harbor School website.

**II. PLEDGE TO THE FLAG**

I pledge allegiance to the flag of the United States of America and to the Republic for which it stands, one Nation, under God, indivisible, with liberty and justice for all.

**III. ROLL CALL**

\_\_\_\_\_ Ms. Day            \_\_\_\_\_ Mr. Matreale            \_\_\_\_\_ Dr. McAllister  
\_\_\_\_\_ Mr. Ross            \_\_\_\_\_ Mrs. Scarpa (Avalon Rep)            \_\_\_\_\_ Mrs. Walters  
\_\_\_\_\_ Ms. Stacey LaRocca-Tracy            \_\_\_\_\_ Ms. Fiori  
\_\_\_\_\_ Dr. Renee Murtaugh

**IV. 2021-2022 SCHOOL BUDGET**

(Separate Budget file)

**A. OPEN PUBLIC HEARING**

It is recommended that the Board of Education approve to open the Public Hearing on the 2021-2022 school budget.

**B. PUBLIC HEARING PRESENTATION OF THE 2021-2022 SCHOOL BUDGET**

The Superintendent and Board Secretary / Business Administrator will present an overview of the Budget for the 2021-2022 school year.

**C. AUDIENCE PARTICIPATION**

**D. CLOSE PUBLIC HEARING**

It is recommended that the Board of Education approve to close the Public Hearing on the 2021-2022 school budget.

**E. 2021-2022 BUDGET RESOLUTION**

It is recommended that the Stone Harbor Board of Education approve the resolution, by roll call vote, to approve the 2021-2022 school budget for submission as follows:

<b>BUDGET</b>	<b>LOCAL</b>	<b>TAX LEVY</b>
General Fund	\$ 3,276,169	\$ 2,594,142
Special Revenue	13,375	0
Debt Service	<u>0</u>	<u>0</u>
Total	<u>\$3,289,544</u>	<u>\$2,594,142</u>

BE IT FURTHER RESOLVES that the Board of Education sets \$5,000 as the maximum for travel expenses. The amount established for 2020/21 was \$5,000. The amount expended for 2020/21 currently is \$2,231.

Pursuant to the provisions of N.J.A.C. 6A:23A-7.3(b) the Stone Harbor Board of Education authorizes an annual maximum per employee not to exceed \$1,500 for regular business travel only for which prior board approval is not required.

**V. APPOINTMENTS AND DESIGNATIONS**

**A. Resolution – Awarding Contracts**

It is recommended that the Board of Education award the following contracts for the period July 1, 2021 to June 30, 2022:

1. Brokers of Record for Benefits – Brown & Brown Benefit Advisors
2. Business Administrator/Board Secretary – Linda Fiori
3. Custodian of School Funds – James Craft – \$2,765.00
4. Right to Know Survey – PARS Environmental, Inc.
5. Right to Know Officer – James Weed, Lead Custodian
6. Asbestos Designated Person – PARS Environmental, Inc.
7. School Physician – Robert Speer, D.O. - \$300 per hour plus supplies
8. School Psychiatric Services – Gary Glass, M.D. – \$2,250.00 per evaluation

9. School Auditor –Ford, Scott & Associates, LLC CPAs – \$11,000.00 (see Engagement Letter Agenda pages 18-26)
10. Special Counsel – Porzio, Bromberg & Newman, P.C. – blended rate of \$385.00 per hour for senior attorneys, \$270.00 per hour for associate attorneys, and \$155.00 per hour for paralegals. (see Agreement for Legal Services Agenda pages 27-29)
11. School Solicitor – Weiner Law Group, rate of \$150.00/hour for general counsel and \$75.00/hour for paralegals.
12. Engineer of Record –DeBlasio & Associates, P.C., fees per schedule (Agenda page 30)
13. Architect of Record –Garrison Architects, fees per schedule (Agenda pages 31-32)

*Note: The above firms or individuals have indicated a willingness to serve the Board of Education for another year.*

**B. Official Newspapers**

Currently: The CMC Herald and The Press of Atlantic City

**C. Regular Meeting Dates**

Currently the second Wednesday of the month at 6:00PM, Stone Harbor Elementary School, unless otherwise noted \*

June 9, 2021	July (no meeting)
August 11, 2021	September 8, 2021
October 13, 2021	November 10, 2021
December 8, 2021	January 5, 2022* <i>ReOrg &amp; Regular Meeting @ 6PM</i>
February 9, 2022	March 9, 2022
April (No Meeting)	May (TBD)

**D. Policy Statements**

It is recommended that the Board of Education accept and reaffirm the previous curriculum and textbooks, policies (including Student Records Policy 8330), practices and procedures of the Stone Harbor Board of Education recognizing that these items may be amended when necessary with Board approval). (See Textbook list, Agenda page 33)

NOTE: Except as otherwise provided by law, regulations of the State Department of Education or by this Board of Education, meeting of the Stone Harbor Board of Education shall be conducted in accordance with Robert's Rules of Order, Revised. Legal Reference: N.J.S.A. 18A:11-1 General Mandatory Powers and Duties

**E. Depository of School Funds:**

Currently: Sturdy Bank, Stone Harbor

**F. Account Signatures**

Currently:

General Fund – Board President/Vice President, Business Administrator, and Treasurer (three required)

Student Fund– Chief School Administrator and CSA Secretary (two required)

Payroll Account – Treasurer of School Funds and Business Administrator (one required)

Payroll Agency Account – Treasurer of School Funds and Business Administrator (one required)

School Petty Cash Fund – Chief School Administrator and CSA Secretary (two required)

UNCITF Fund – one signature either BA or Treasurer

AFLAC account – Treasurer and BA (two required)

**G. Wire Transfers**

That the Board of Education authorize the Business Administrator to make wire transfers from the Warrant Account to Payroll/ Agency Accounts for payroll purposes.

**H. District Appointments**

Resolution appointing a Qualified Purchasing Agent, pursuant to N.J.S.A. 18A:18A-3a and N.J.A.C. 5:34-5 et seq.

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, Linda Fiori possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

RESOLVED, that the governing body of the Stone Harbor Borough Board of Education, in the County of Cape May, in the State of New Jersey, hereby approves its bid threshold of \$44,000.00; and be it further

RESOLVED, that the governing body hereby appoints Linda Fiori as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the Board of Education, and be it further

RESOLVED, that in accordance with N.J.A.C. 5:34-5.2 the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Linda Fiori's certification to the Director of the Division of Local Government Services.

It is recommended that the Board of Education approve the following:

Public Agency Compliance Officer - (Currently Linda Fiori)  
AAO/Title IX Coordinator – (Currently Renee Murtaugh)  
Health Safety Compliance Officer – (Currently Debra Bossuyt)  
504 Compliance Officer - (Currently Debra Bossuyt)  
ADA Compliance Officer – (Currently Renee Murtaugh)

**I. Open Public Records Act**

In compliance with the New Jersey Open Public Records Act (OPRA), N.J.S.A. 47A:1A-1 (also known as the Right to Know law), it is recommended that the Board of Education approve the appointment of Linda Fiori as the Custodian of Records (other than employee or student) and it hereby directs this appointee to adopt the request form in compliance with OPRA for the 2021-2022 school year.

**J. Establish Petty Cash Fund**

It is recommended that the Board of Education establish the following petty cash funds for the 2021-2022 school year effective July 1, 2021:  
Principal's Secretary \$350.00      Board Secretary \$100.00

**K. Requisition of Taxes**

It is recommended that the Board of Education approve the requisition of taxes for the next fiscal year. (Agenda page 34, Schedule of Tax Payments)

**VI. MINUTES**

It is recommended that the Board of Education approve the minutes of the Regular Meeting held on March 10, 2021 and joint meeting held on April 14, 2021. (Separate Minutes files)

**VII. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT**

**A. Budget Summary / Monthly Transfer Report**

A Budget Summary and Monthly Transfer report for May, 2021 are presented for review. (Financial pages 1-16)

**B. Transfers**

It is recommended that the Board of Education approve, upon recommendation of the Chief School Administrator, the transfers of funds for the months of March and April, 2021. (Agenda pages 35-36)

**C. Board Secretary Report**

Board Secretary's Report for the month of February, 2021 pursuant to **N.J.A.C 6A:23A-16.10 (c) 3**, I certify that as of May 5, 2021, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Stone Harbor 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



- **CMC Homeless Agreement**, July 1, 2021 – participation in CMC Homeless Agreement effective with the July 1, 2021 school year until the district withdraws from the agreement. (Agenda page 54)
- **CMC Special Services Transportation Agreement** for student #22088 beginning May 3, 2021 through June 17, 2021, total route cost of \$126.80 per diem (Agenda page 55)
- **CMC Special Services Agreement for Extended School Year Program**, 2021-22 beginning July 1, 2021 and ending August 11, 2021 for \$2,900.00 per student. The cost for each One-on-One Aide if needed is \$2,700.00 (Agenda page 56)
- **CMC Special Services One-to-One Aide Agreement**, 2021-22 beginning July 1, 2021 through June 30, 2022 or such time as the student's IEP indicates that there is no need for a one-to-one aide. Fee shall be a flat \$27,325.00 based upon a 180-day school year. (Agenda pages 57-59)
- **Brown & Brown Benefit Advisors Public Employer Trust Agreement** for medical and dental insurance and employee life insurance beginning July 1, 2021 through June 30, 2022. (Agenda pages 60-62)
- **CMC Technical School District Tuition Contract** 2021-22, for two (2) full time regular students to attend CMC Technical School for the 2021-22 school year, commencing September, 2021 and terminating June, 2022, in the amount of \$18,860.00 less 2020–21 tuition adjustment of minus (\$660.00) for a total adjusted tuition of \$18,200.00. (Agenda page 63)

#### **H. Interlocal Agreement**

It is recommended that the Board of Education approve to continue the Interlocal Services Agreement(s) with Avalon School, to share staff, Exhibit A and the addendum. (Agenda pages 64-66)

#### **I. NJSIG Refund**

It is recommended that the Board of Education accept the New Jersey Schools Insurance Group refund of member contributions due to Covid-19 in the amount of \$746.00 (Agenda pages 67-68)

#### **J. Garden Club of Stone Harbor Donation**

It is recommended that the Board of Education accept the \$500.00 annual donation from the Garden Club of Stone Harbor.

#### **K. Ricoh Copiers – State Contract # G2075**

It is recommended that the Board of Education review and accept one of the following purchasing options for two copy machines (office and teacher's lounge):

1. Purchase two new copiers comparable to existing models for \$18,278.00 (payment due upon delivery) plus 48-month maintenance agreement for \$494.27 per month (\$42,002.96 total cost).
2. Buyout of current copiers for \$6,728.66 plus maintenance at \$600.00 per month.



#MLA29352041. The contract includes annual copy allowance of 270,000 B&W copies collectively and 82,020 color copies collectively. All parts, labor, and supplies (except paper) are included. (Agenda pages 69-70)

**VIII. FOR YOUR INFORMATION – N/A**

**IX. CHIEF SCHOOL ADMINISTRATOR’S REPORT (Agenda page 9)**

**X. BOARD OF EDUCATION BUSINESS**

- A. Old Business
- B. New Business
- C. Committee Reports

**XI. PUBLIC COMMENT**

Members of the public are invited to address the Board concerning Board business matters of interest. If you wish to address the Board, when acknowledged please provide your name, address and share your comment. Issues that have not previously been considered through administrative channels shall not be considered by the Board. Comments will be considered and a response may be forthcoming if and when appropriate. The Board requests that all members of the public, be mindful of the rights of other individuals when speaking. If you choose to comment about staff, the Board does not endorse those comments nor will the Board be held liable for comments that are made by the public about staff members and that should a staff member consider your comments defamatory, that staff member retains all rights to pursue any legal remedies against the person making the comment.

**XII. EXECUTIVE SESSION**

It is recommended that the Board of Education, by Resolution, adjourn into Executive Session, from which the general public will be excluded, to discuss student placement, personnel, litigation, negotiations, or any other matter appropriate for this session. The results of this session will be made public immediately after or as soon thereafter as a decision is reached.

**XIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING**

**XIV. ADJOURNMENT**

**Chief School Administrator    May 2021 SH Board Agenda**

**1. Policy:**

Recommend the approval of the submission of the ESSR II Grant: Learning Acceleration \$25,000, Mental Health \$45,000, Non-Title I Funds \$18, 237.

Action of the Board \_\_\_\_\_

**2. Personnel:**

A. Recommend the Board approve the 2021-2022 certified staff salaries as listed in Attachment E.

Action of the Board \_\_\_\_\_

B. Recommend the Board approve Dr. Renee Murtaugh's Supervisor of Curriculum and Instruction 2021-2022 Contract at the salary \$109,793.

Action of the Board \_\_\_\_\_

C. Recommend the Board approve the county revised Superintendent contract for Kathleen Fox.

Action of the Board \_\_\_\_\_

**4. School Update:** Dr. Murtaugh

**5. Executive Session**

Grievance Hearing---Mr. Paul Dal Santo  
Student Issue/Budget