

STONE HARBOR BOROUGH
BOARD OF EDUCATION

AGENDA

November 2, 2022

Regular Board of Education Meeting

**STONE HARBOR BOARD OF EDUCATION
275 93RD STREET
STONE HARBOR, NJ 08247**

**BOARD OF EDUCATION MEETING
Wednesday, November 2, 2022
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 _____ Mrs. Walters
_____ Mrs. Kathleen Fox _____ Ms. Fiori
_____ Dr. Renee Murtaugh

IV. MINUTES

It is recommended that the Board of Education approve the following

- Minutes of the regular meeting held September 14, 2022
- Minutes of the regular meeting held October 12, 2022.

(Separate Minutes files)

V. BOARD SECRETARY/BUSINESS ADMINISTRATOR'S REPORT

- A. Budget Summary and Monthly Transfer reports for November, 2022 are presented for review (See financial reports file)

B. Transfers

It is recommended that the Board of Education approve, upon recommendation of the Chief School Administrator, the transfers of funds for the month of October, 2022. (see page 6)

C. Board Secretary Report

Board Secretary's Report for the month of September 2022 pursuant to **N.J.A.C. 6A:23A-16.10 (c) 3**, I certify that as of November 2, 2022, 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 account has been over-expended in violation of **N.J.A.C. 6:23-16.10(a) 1**. (See Financial reports)

In accordance with **N.J.A.C. 6A:23A-16.10 (c) 2**, it is certified that anticipated revenue has changed for the month ending October 31, 2022 as follows:

| Increase \$0 | Decrease | \$0 |
|--------------|----------|-----|
|--------------|----------|-----|

| | |
|-------------|-------------------------|
| _____ | <u>November 2, 2022</u> |
| Linda Fiori | Date |

D. Treasurers Report

Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of September, 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of September, 2022. (See Financial reports)

E. Certification

Pursuant to **N.J.A.C. 6A:23A-16.10 (c) 4**, the Stone Harbor Board of Education certifies that as of November 2, 2022 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of **N.J.A.C. 6A:23A-16.10 (a) 1** and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

F. Warrants

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

- Warrant paid on 8/17/22
- Warrant paid on 9/30/22
- Payrolls paid on 10/14/222 and 10/28/22
- Warrants paid in November, 2022
- VOID the following checks:
- CHECK#015467 US School Supply \$945.29 wrong vendor name

- Authorize the Business Administrator to pay any additional bills due and owing for November, 2022 and may transfer funds as necessary so that no line item is over expended. A list of bills paid and transfers made will be presented at the next board meeting. (See pages7-12)

G. Inventory Deletion

It is recommended that the Board of Education approve to delete the items listed on the Inventory Deletions list for the 2021-2022 school year.
(see page 13)

VI. FOR YOUR INFORMATION –

VII. CHIEF SCHOOL ADMINISTRATOR’S REPORT (See pages 4-5)

B.

VIII. BOARD OF EDUCATION BUSINESS

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

IX. 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.

X. 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.

D. XI. RESUMPTION OF PUBLIC PORTION OF THE MEETING

XII. ADJOURNMENT

Stone Harbor CSA November 2, 2022

Policy

- A. Presentation of 2022-2023 NJSLA Scores for the Spring 2022 administration- Dr. Renee Murtaugh.
- B. Motion to accept the Chief School Administrator’s Harassment, Intimidation, and Bullying Report for October, 2022.
- C. Motion to affirm the Chief School Administrator’s Harassment, Intimidation, and Bullying Report for September, 2022.
- D. Motion to approve the submission of the 2022-23 Quality Single Accountability Continuum (QSAC) District Performance Review indicators in the following areas:
 - i. Instruction and Program
 - ii. Fiscal Management
 - iii. Governance
 - iv. Operations
 - v. Personnel
- E. Motion to approve the Nursing Services Plan for 2022-2023 as attached.
- F. Motion to approve the Bus Drill for grades 3 and 4 from October 11, 2022 as attached.
- G. Motion to approve the Bus Drill for grades K-2 from October 12, 2022 as attached.
- H. Motion to approve the Comprehensive Maintenance Plan and the M-1 for the 2022-2023 school year as attached.
- I. Motion to approve the job description for Athletics Program Coordinator as attached.
- J. Motion to rescind, revise, or adopt the following mandated policies or regulations:

| Policy/Reg. # | Reading | Policy/Regulation Title |
|----------------------|----------------|---|
| P 5141.10 | Second | Face Coverings (October 2021) (Rescind) |
| P & R 5141.10 | Second | Face Coverings (October 2022) (Revised) |
| 5131.1 | Second | Harassment, Intimidation, and Bullying (June 2011) (Rescind) |
| 5131.1 | Second | Harassment, Intimidation, and Bullying (October 2022) (Revised) |

Stone Harbor CSA November 2, 2022

K. Motion to approve the following field trips for the 2022-23 school year:

| Destination | Group | Date(s) | Time | Trip Cost | Transportation Cost not to Exceed | Total Cost |
|---------------------|----------------|--------------|---------------|-----------|-----------------------------------|------------|
| Cold Spring Village | Grades 1 and 2 | May 16, 2022 | 9:00am-2:30pm | \$408.00 | N/A | \$408.00 |

Personnel

L. Motion to approve, upon the recommendation of the superintendent, the following staff members to serve as Site Supervisors at a rate of \$40.00 per hour as per the negotiated agreement.

| Staff |
|-----------------------------------|
| Karen Steele Samantha Zanolini |

M. Motion to approve, upon the recommendation of the superintendent, Deborah Lewis as a per diem substitute teacher for the 2022-2023 school year.

N. Motion to approve, upon the recommendation of the superintendent, the following staff members to serve as Home Instructors on an as needed basis for the 2022-2023 school year at their per diem rate:

| Staff |
|------------------|
| Catherine Krause |

Informational/Discussion

- a. Enrollment Report
- b. Fire Drill: 10/04/2022 @9:30am
- c. Security Drill: 10/11/2022 @9:30am Non-fire Evacuation to off site location
- d. Upcoming School Security Drill w/Office of School Security
- e. Facility Updates: Boilers

Stone Harbor School Update- Dr. Murtaugh

Stone Harbor Board of Ed

Transfers by Transfer Number

Start date 10/1/2022

End date 10/31/2022

| TR# | Transfer Description | Amount | To Account | From Account |
|------|------------------------|--------|-----------------------------------|--|
| 2359 | 10/01/22 Oct transfers | 500.00 | 11-000-240-800-0 Other Objects | 11-000-240-600-0 Supplies and Materials |
| | | 500.00 | Report Total | |

6


Starting date 8/17/2022

Ending date 8/17/2022

| Chk# | Date | Rec date | Code | Vendor name | Check Comment | Check amount |
|--------|----------|----------|------|----------------|--------------------|--------------|
| B31720 | 08/17/22 | | 0830 | Sturdy Savings | Other EFT Payments | 91.76 |

Fund Totals

| | | |
|----|-----------------------------|---------|
| 11 | General Current Expense | \$91.76 |
| | Total for all checks listed | \$91.76 |

Prepared and submitted by: 
Board Secretary

8/17/22
Date

Starting date 9/30/2022


Ending date 9/30/2022

| Chk# | Date | Rec date | Code | Vendor name | Check Comment | Check amount |
|--------|----------|----------|------|--------------------------------|-----------------------|--------------|
| D31765 | 09/30/22 | | 1689 | State Of NJ - Debt Service Adj | Debt Service Payments | 366.00 |

Fund Totals

| | | |
|----|-----------------------------|----------|
| 12 | Capital Outlay | \$366.00 |
| | Total for all checks listed | \$366.00 |

Prepared and submitted by:


Board Secretary


9/30/22
Date

Starting date 10/14/2022 Ending date 10/14/2022

| Chk# | Date | Rec date | Code | Vendor name | Check Comment | Check amount |
|--------|----------|----------|------|------------------------------|---------------|--------------|
| F31721 | 10/14/22 | | 1379 | Stone Harbor Boe Agency Acct | | 4,176.52 |
| F31722 | 10/14/22 | | 0131 | Stone Harbor Payroll | | 56,116.58 |

Fund Totals

| | | |
|----|-----------------------------|-------------|
| 10 | General Fund | \$2,950.69 |
| 11 | General Current Expense | \$51,769.33 |
| 20 | Special Revenue Fund | \$1,410.00 |
| 70 | Internal Service Fund | \$4,163.08 |
| | Total for all checks listed | \$60,293.10 |

Prepared and submitted by: 
Board Secretary

10/14/22
Date

Starting date 10/28/2022 Ending date 10/28/2022

| Chk# | Date | Rec date | Code | Vendor name | Check Comment | Check amount |
|--------|----------|----------|------|------------------------------|---------------|--------------|
| F31766 | 10/28/22 | | 1379 | Stone Harbor Boe Agency Acct | | 4,256.93 |
| F31767 | 10/28/22 | | 0131 | Stone Harbor Payroll | | 56,589.72 |

Fund Totals

| | | |
|----|-----------------------------|-------------|
| 10 | General Fund | \$2,987.05 |
| 11 | General Current Expense | \$52,874.02 |
| 20 | Special Revenue Fund | \$1,032.50 |
| 70 | Internal Service Fund | \$3,953.08 |
| | Total for all checks listed | \$60,846.65 |

Prepared and submitted by:


Board Secretary

10/28/22
Date

| Batch Number | 1 | Current Payments | \$121,694.85 | Batch Total |
|--------------|---|--------------------------------|---------------------|-------------------|
| 1485 | Amazon | | \$328.37 | Vend Total |
| P.O. # | 300228 | Art Class Materials | \$288.41 | PO Total |
| P.O. # | 300245 | Holiday Show items | \$39.96 P | PO Total |
| G034 | ARK Therapeutic Services, Inc | | \$40.93 | Vend Total |
| P.O. # | 300241 | Special Ed Supplies | \$40.93 | PO Total |
| 0190 | Avalon Board Of Ed | | \$108,604.35 | Vend Total |
| P.O. # | 300001 | Recurring Tuition | \$40,500.00 P | PO Total |
| P.O. # | 300002 | Teacher's Salaries | \$50,992.45 P | PO Total |
| P.O. # | 300003 | Superintendent | \$10,528.30 P | PO Total |
| P.O. # | 300004 | Business Administrator | \$6,088.60 P | PO Total |
| P.O. # | 300248 | Reimburse NJASB 22-23 dues | \$495.00 P | PO Total |
| 0149 | Casa Payroll Services | | \$136.30 | Vend Total |
| P.O. # | 300010 | Payroll | \$136.30 P | PO Total |
| 1620 | Cascade School Supply | | \$75.16 | Vend Total |
| P.O. # | 200871 | Teaching Aids | \$75.16 | PO Total |
| 1321 | CM3 Building Solutions, Inc. | | \$1,901.50 | Vend Total |
| P.O. # | 300011 | HVAC Maintenance | \$1,115.00 P | PO Total |
| P.O. # | 300012 | Phone/Cell Centril | \$187.50 P | PO Total |
| P.O. # | 300214 | Grandstream Smart Phone | \$599.00 P | PO Total |
| 0358 | CMC Special Services School District | | \$625.00 | Vend Total |
| P.O. # | 300008 | Itinerant Services | \$625.00 P | PO Total |
| 0191 | CMC Technical School | | \$1,853.10 | Vend Total |
| P.O. # | 300009 | 2022/2023 Tuition | \$1,853.10 P | PO Total |
| 0207 | Kurtz Brothers | | \$20.48 | Vend Total |
| P.O. # | 200902 | Teaching Aids | \$20.48 | PO Total |
| 0603 | Middle Township Board Of Ed | | \$4,272.60 | Vend Total |
| P.O. # | 300019 | 2022/2023 Tuition | \$4,272.60 P | PO Total |
| S864 | New Jersey Labor Law Poster Service | | \$99.50 | Vend Total |
| P.O. # | 300189 | 2023 Labor Law Posters | \$99.50 | PO Total |
| 0629 | Nj School Board Assoc. | | \$550.00 | Vend Total |
| P.O. # | 300213 | Registration Conference Walter | \$550.00 | PO Total |
| 1459 | Scholastic News | | \$191.65 | Vend Total |
| P.O. # | 200394 | Annual Subscription | \$191.65 | PO Total |
| 1274 | Secluded Acres Farm | | \$96.00 | Vend Total |
| P.O. # | 300246 | K Pumpkin patch 10/13 | \$96.00 | PO Total |

| Batch Number | 1 | Current Payments | \$121,694.85 | Batch Total |
|---------------------------|---------------|------------------------------------|---------------------|-------------|
| 0178 | | South Jersey Gas | \$45.00 | Vend Total |
| | P.O. # 300024 | Gas Usage | \$45.00 P | PO Total |
| E429 | | Weiner Law Group LLP | \$885.00 | Vend Total |
| | P.O. # 300247 | Sept 2022 Prof Services | \$885.00 | PO Total |
| 2050 | | Woodbine Board of Education | \$1,969.91 | Vend Total |
| | P.O. # 300028 | Music Teacher Shared Services | \$1,969.91 P | PO Total |
| Total for Report = | | | \$121,694.85 | |

Stone Harbor BOE
Inventory Deletions
FY 2021 - 2022

| IAC System No. | Bldg | Floor | Room | Class | Tag # | QTY | Description | Serial # | Manufacturer | Model | Month Acq | Yr Acq | Life | Func, PO |
|----------------|------|-------|------|-------|--------|-----|----------------------|------------------------|--------------|----------|-----------|--------|------|----------|
| 16 | 001 | | | 67 | 157 | 1 | PROJECTOR | 5867 | MITSUBISHI | XD205R | 0 | 2006 | 5 | |
| 17 | 001 | | | 67 | 153 | 1 | PROJECTOR | 5875 | MITSUBISHI | XD205R | 0 | 2006 | 5 | |
| 18 | 001 | | | 67 | 155 | 1 | PROJECTOR | 5900 | MITSUBISHI | XD205R | 0 | 2006 | 5 | |
| 19 | 001 | | | 67 | 900250 | 1 | PROJECTOR | | OPTIMA | TX800 | 0 | 2007 | 5 | |
| 38 | 001 | 1 | 1 | 67 | 321 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 45 | 001 | 1 | 2 | 67 | 174 | 1 | COMPUTER MAC BOOK-14 | W8752CRZ63 | | | 0 | 2008 | 5 | 217-08 |
| 46 | 001 | 1 | 2 | 67 | 176 | 1 | COMPUTER MAC BOOK-16 | W87512NWZ63 | | | 0 | 2008 | 5 | 217-08 |
| 47 | 001 | 1 | 2 | 67 | 178 | 1 | COMPUTER MAC BOOK-18 | W88031DUZ63 | | | 0 | 2008 | 5 | 217-08 |
| 48 | 001 | 1 | 2 | 67 | 180 | 1 | COMPUTER MAC BOOK-20 | W8747HHYZ63 | | | 0 | 2008 | 5 | 217-08 |
| 49 | 001 | 1 | 2 | 67 | 329 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 50 | 001 | 1 | 2 | 67 | 319 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 53 | 001 | 1 | 3 | 55 | 900006 | 1 | FILE LEGAL 4 DWR | | | | 0 | 1957 | 20 | |
| 56 | 001 | 1 | 3 | 67 | 323 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 59 | 001 | 1 | 4 | 56 | 1010 | 1 | PROJECTOR | 1S1SAWQB910002 83EP | INFOCUS | IN35 WEP | 0 | 2011 | 6 | 179-10 |
| 67 | 001 | 1 | 5 | 67 | 326 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 74 | 001 | 1 | 6 | 67 | 325 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 119 | 001 | 1 | 9000 | 67 | 357 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 286-12 |
| 120 | 001 | 1 | 9000 | 67 | 328 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 183 | 001 | 1 | 9005 | 16 | 322 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 219 | 001 | 1 | 9006 | 67 | 360 | 1 | MACBOOK AIR 13" | | | | 0 | 2012 | 5 | 108-12 |
| 220 | 001 | 1 | 9006 | 67 | 359 | 1 | SERIAL | | | | 0 | 2012 | 5 | |
| 221 | 001 | 1 | 9006 | 67 | 318 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 222 | 001 | 1 | 9006 | 67 | 327 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 223 | 001 | 1 | 9006 | 67 | 316 | 1 | MACBOOK 13.3 | | | | 0 | 2012 | 5 | 108-12 |
| 224 | 001 | 1 | 9006 | 67 | 330 | 1 | MACBOOK 13.3 | | | | 0 | 2012 | 5 | 108-12 |
| 225 | 001 | 1 | 9006 | 67 | 313 | 1 | MACBOOK 13.3 | | | | 0 | 2012 | 5 | 108-12 |
| 226 | 001 | 1 | 9006 | 67 | 314 | 1 | MACBOOK 13.3 | | | | 0 | 2012 | 5 | 108-12 |
| 227 | 001 | 1 | 9006 | 67 | 315 | 1 | MACBOOK 13.3 | | | | 0 | 2012 | 5 | 108-12 |
| 276 | 001 | 1 | 9013 | 67 | 358 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 286-12 |
| 281 | 001 | 1 | 9014 | 16 | 260 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 286-12 |
| 290 | 001 | 1 | 9015 | 67 | 320 | 1 | IMAC 21.5" | | | | 0 | 2012 | 5 | 108-12 |
| 293 | 001 | 1 | 9016 | 50 | 900088 | 1 | LOT 103 STUDENTS | | | | 0 | 1986 | 20 | |
| 297 | 001 | 1 | 9016 | 53 | 900092 | 1 | LOT 15 SHELVES | | | | 0 | 1964 | 20 | |
| 298 | 001 | 1 | 9016 | 54 | 900093 | 1 | LOT 8 CABINETS | | | | 0 | 1964 | 20 | |