

**AVALON
BOARD OF EDUCATION**

AGENDA

January 11, 2023

Reorganization of the Board

&

Regular

Board of Education Meeting

AVALON BOARD OF EDUCATION
32ND AND OCEAN DRIVE
AVALON, NJ 08202

REORGANIZATION MEETING
WEDNESDAY, JANUARY 11, 2023 4:00PM

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 Avalon Board of Education has caused notice of this meeting to be published by having the date, time, and place thereof posted in the Herald, and the Atlantic City Press. Additionally, notice was posted on the Avalon 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. ELECTION RESULTS

The official results of the election are as follows:

Number of votes counted: 1,023

For full three (3) year term:

John Richardson

Votes Received: 501

Matthew Wolf

Votes Received: 511

Write ins:

Votes received: 11

IV. SWEARING IN OF NEWLY ELECTED BOARD OF EDUCATION MEMBERS

John Richardson Matthew Wolf

V. ROLL CALL

_____ Mrs. Binder _____ Mr. Richardson _____ Mrs. Scarpa

_____ Mr. Wolf _____ Mrs. Schwartz _____ Stone Harbor Rep

ATTENDANCE

_____ Mrs. Kathy Fox _____ Ms. Fiori _____ Dr. Murtaugh

VI. REORGANIZATION OF THE BOARD OF EDUCATION

A. Election of Officers

1. President
2. Vice President

B. Appointment of Committees

Current Appointments

Building and Grounds	Mr. Richardson and Mrs. Shiela
Curriculum	Mrs. Binder and Mrs. Schwartz
Finance	Mrs. Binder and Mrs. Scarpa
Negotiations	Mrs. Binder and Mrs. Shiela
Personnel	Mr. Richardson and Mrs. Schwartz
Policy	Mrs. Scarpa and Mrs. Shiela
School Climate/Safety/Wellness	Mrs. Binder and Mr. Richardson
Stone Harbor Board representative	Mrs. Scarpa

NJSBA Legislative Delegate and Alternative

It is recommended that the Board President appoint _____ (currently Mrs. Schwartz) as the Delegate and Legislative Delegate to NJSBA and _____ (currently Mrs. Scarpa) as the Alternate Delegate to the NJSBA.

County Representative to Executive Committee

It is recommended that the Board President appoint _____ (currently Mrs. Schwartz) as the county Representative / Executive Committee representative

C. CODE OF ETHICS

As required by the provisions of NJAC 6:3-1.3, discuss in open session, The Code of Ethics for School Board Members and review and adopt policies and procedures in order to acquaint and train Board Members in an understanding of the Code of Ethics. (handout)

VII MINUTES

It is recommended that the Board of Education approve the minutes and executive minutes of the meeting held December 21, 2022. (see drive)

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORT

AVALON BOARD OF EDUCATION – January 11, 2023

A. Monthly Reports

A Budget Summary and Monthly transfer report for January, 2023 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 following transfers of funds for December 2022: (see page 8)

C. Board Secretary Report

Board Secretary's Reports, for the month of November 2022, pursuant to N.J.A.C. 6A:23A-16.10 (c)3, I certify that as of January 11, 2023, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Avalon Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.A.C. 6:23-16.10 (a)1. (see financial Reports file)

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 December, 2022 as follows:

Increase \$0	Decrease	\$0
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Linda Fiori

January 11, 2023

Date

D. Treasurers Report

Treasurer's Report in accordance with 18A:17-36 and 18A: 17-9 for the month of November, 2022. The Treasurer's Report and Secretary's Report are in agreement for the month of November, 2022. (see financial Reports file)

E. Certification

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Avalon Board of Education certifies that as of January 11, 2023 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:

- Payroll paid on 12/23/22
- Vendor bill list for January 2023
- Authorize the Business Administrator to pay any additional bills due and owing for January, 2023 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 pages 9-11)

G. Budget Development Schedule

It is recommended that the board approve the Budget Development Schedule for the 2023/24 budget. (see page 12)

VIII. CHIEF SCHOOL ADMINISTRATORS REPORT (See PAGES 5-7)

IX. BOARD OF EDUCATION BUSINESS

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

X. PUBLIC COMMENT

Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date. The Board President will recognize those individuals in the audience who wish to comment on agenda items.

XI. EXECUTIVE SESSION

It is recommended that the Board of Education, by Resolution, adjourn into Executive Session, from which the general public is 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 as soon thereafter as a decision is reached, if permitted by law.

XII. RESUMPTION OF PUBLIC PORTION OF MEETING

XIII. ADJOURNMENT

Avalon CSA January 11, 2023

Policy

- A. Motion to accept the Chief School Administrator’s Harassment, Intimidation, and Bullying Report for December, 2022.

- B. Motion to affirm the Chief School Administrator’s Harassment, Intimidation, and Bullying Report for November, 2022.

- C. Motion to approve the tuition rate of \$3,000 for the first child, \$2,750 for the second child, and \$2,250 for the third and subsequent children for nonresident K-8 students currently enrolled in the district for the 2023-2024 school year.

- D. Motion to approve the tuition rate of \$3,000 for all nonresident K-8 students new to the district in the 2023-2024 school year.

- E. Motion to approve the tuition rate of \$5,500 for nonresident Pre-K students for the 2023-2024 school year.

- F. Motion to approve the updated COVID 19 Safe Return to School Plan January 2023 update.

- G. Motion to accept the Atlanticare Healthy Schools Resiliency Grant in the amount of \$1,500.00.

- H. 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
Broadway Workshop at Grier Studios	Drama Students	4/26/23	7:30am-7:30pm	\$3,049	TBD	NTE \$6,000
Cape May Choral Festival	3-8th Grade Choir Students	6/6/23	9:00am-2:00pm	\$50	N/A	\$50

Avalon CSA January 11, 2023

I. Motion to approve the following facility requests:

Requested By	Date(s)	Time	Room Requested	Purpose
Avalon Library	Wednesday, April 5, 2023	4:30pm- 7:00pm	Art Room	Art Workshop- Birdhouse Painting
Avalon Library	Tuesday, February 14, 2023	5:00pm- 8:30pm	Multipurpose Room, Stage/Sound Equipment	Films
Avalon Library	Tuesday, March 14, 2023	5:00pm- 8:30pm	Multipurpose Room, Stage/Sound Equipment	Films
Avalon Library	Tuesday, April 11, 2023	5:00pm- 8:30pm	Multipurpose Room, Stage/Sound Equipment	Films
Avalon Library	Tuesday, October 10, 2023	5:00pm- 8:30pm	Multipurpose Room, Stage/Sound Equipment	Films
Avalon Library	Tuesday, November 14, 2023	5:00pm- 8:30pm	Multipurpose Room, Stage/Sound Equipment	Films
Avalon Library	Tuesday, December 12, 2023	5:00pm- 8:30pm	Multipurpose Room, Stage/Sound Equipment	Films
Avalon Players	Saturday, February 11, 2023	9:00am- 9:00pm	Gym and Music Room	Workshop and Winter Showcase

J. Motion to approve attendance at the following trainings and programs:

Event	Date(s)	Location	Registration Fees	Mileage & Travel	Employee Name
CMC Prevention, Resource, Innovation, Development, and	1/27/2023	Avalon Links	N/A	N/A	Shawna Mulford Alanna Smallwood

Avalon CSA January 11, 2023

Event	Date(s)	Location	Registration Fees	Mileage & Travel	Employee Name
Education’s 9th Annual Supports and Solutions Conference					
Mandatory Workshop for Atlanticare Grant Award	1/11/2023	Virtual	N/A	N/A	Catherine Krause
NJSLA-Science Advisory Committee	2/1/23	Princeton, NJ	N/A	TBD	Catherine Krause
NJSLA Science Advisory Committee Meeting -Item Review/Development	2/13/23 2/14/23 2/16/23 2/17/23	Princeton, NJ	N/A	TBD	Catherine Krause
NJSLA Committee Meeting-Range Finding for Testing	6/5/23 6/6/23 6/7/23	Princeton, NJ	N/A	TBD	Catherine Krause

- K. Motion to approve Julia Henrich for reimbursement for the online graduate course *Playing and Teaching Ukulele* for the Spring 2023 semester at VanderCook College of Music as per the terms of the negotiated agreement.

Personnel

- L. Motion to approve, upon the recommendation of the superintendent, the following individuals as per diem substitute teachers for the 2022-2023 school year.

Substitutes
David Gould

Informational/Discussion

- a. Enrollment Report
- b. Letter of Representation- Stone Harbor and Middle Township
- c. Fire Drill: 12/22/2022 @8:40am
- d. Security Drill: 12/09/2022 @9:00am Lockdown attended by CMC Prosecutor's Office, Stone Harbor PD, and NJ DOE Office of School Security
- e. Internet Safety Presentation-CMC Prosecutor’s Office

Stone Harbor School Update- Dr. Murtaugh

Avalon Board of Education

Transfers by Transfer Number

Start date 12/1/2022

End date 12/31/2022

TR#	Transfer Description	Amount	To Account	From Account
2360	12/01/22 Dec transfer	1,000.00	60-910-310-320-0 Purchased Prof Services	60-910-310-420-0 Cleaning, Repair & Maint Serv
2361	12/01/22 Dec transfer	2,000.00	11-402-100-500-0 Other Purchased Services	11-000-291-270-0 Health Benefits
2362	12/01/22 Dec transfer	4,000.00	11-000-262-590-0 Misc Purchased Services	11-000-262-420-0 Cleaning, Repair & Maint Serv
2363	12/01/22 Dec transfer	200.00	11-000-230-630-0 BOE In-House Train/Meet Suppl	11-000-230-610-0 General Supplies
2364	12/01/22 Dec transfer	1,000.00	11-000-230-331-0 Legal Services	11-000-291-270-0 Health Benefits


8,200.00 Report Total

Starting date 12/23/2022 Ending date 12/23/2022

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
F32114	12/23/22		1371	Avalon Board Of Ed Payroll		110,457.93
F32115	12/23/22		1341	Avalon Boe P/r Agency		8,409.61

Fund Totals

10	General Fund	\$5,758.52
11	General Current Expense	\$81,418.44
20	Special Revenue Fund	\$1,404.04
60	Enterprise Fund	\$1,576.65
70	Internal Service Fund	\$25,687.15
71	Fund 71	\$3,022.74
	Total for all checks listed	\$118,867.54

Prepared and submitted by: 
Board Secretary

12/23/22
Date

Batch Number	1	Current Payments	\$102,278.55	Batch Total
1426		Amazon Credit Plan	\$106.47	Vend Total
	P.O. # 300232	Display base	\$106.47	PO Total
1561		Aqua Treat, Inc	\$200.00	Vend Total
	P.O. # 300003	Service	\$200.00 P	PO Total
1938		Atlantic Electric	\$17,446.59	Vend Total
	P.O. # 300004	Electric	\$17,446.59 P	PO Total
1167		Cm3 Building Solutions	\$1,119.17	Vend Total
	P.O. # 300007	Phone service	\$169.17 P	PO Total
	P.O. # 300256	Cameras	\$950.00 P	PO Total
F994		Denise McLaughlin	\$360.00	Vend Total
	P.O. # 300029	Transportation	\$360.00 P	PO Total
1997		Flex Facts-Grant Benefits Solu	\$50.00	Vend Total
	P.O. # 300013	FSA Fees	\$50.00 P	PO Total
1928		Ford Scott & Associates, Llc	\$1,500.00	Vend Total
	P.O. # 300012	Audit	\$1,500.00 P	PO Total
2105		Johnson Controls Fire Protection	\$3,445.88	Vend Total
	P.O. # 300247	Annual Planned Service Agreeeme	\$3,445.88	PO Total
1241		Kast Distributors, Inc	\$2,231.79	Vend Total
	P.O. # 300293	Kitchen Supplies	\$2,231.79	PO Total
1051		Linda Fiori	\$141.70	Vend Total
	P.O. # 300291	Travel reimbursement	\$141.70	PO Total
3071		MAURA COSKEY	\$298.00	Vend Total
	P.O. # 300290	Reimbursement	\$298.00	PO Total
2028		Middle Twp Board Of Education	\$8,079.90	Vend Total
	P.O. # 300016	Tuition	\$8,079.90 P	PO Total
W622		Northeast Plumbing Services	\$3,965.00	Vend Total
	P.O. # 300129	Bilevel Bottle Filler	\$3,965.00	PO Total
H936		Pineland Construction LLC	\$60.00	Vend Total
	P.O. # 300031	Monthly rental	\$60.00 P	PO Total
2169		School Specialty, LLC	\$344.73	Vend Total
	P.O. # 200800	Physical Education Supplies	\$344.73	PO Total
1940		South Jersey Gas	\$11,179.90	Vend Total
	P.O. # 300022	Gas usage	\$11,179.90 P	PO Total
2108		Stone Harbor Board Of Educatio	\$49,299.60	Vend Total
	P.O. # 300023	Tuition	\$40,500.00 P	PO Total

Batch Number	1	Current Payments	\$102,278.55	Batch Total
2108		Stone Harbor Board Of Educatio	\$49,299.60	Vend Total
		P.O. # 300024 Interlocal Agreement	\$8,799.60	P PO Total
1329		Sun Life Assurance Co	\$77.19	Vend Total
		P.O. # 300025 Life Insurance	\$77.19	P PO Total
1973		Tony'S Produce	\$280.00	Vend Total
		P.O. # 300292 Kitchen Supplies	\$280.00	PO Total
H418		United Supply Corp.	\$36.13	Vend Total
		P.O. # 300215 Art Supplies	\$36.13	PO Total
2031		Wb Mason Co., Inc	\$86.59	Vend Total
		P.O. # 300216 Art Supplies	\$86.59	PO Total
V322		Woodbine Board of Education	\$1,969.91	Vend Total
		P.O. # 300026 Interlocal agreement	\$1,969.91	P PO Total
Total for Report =			\$102,278.55	

Tentative Budget Development Schedule

Number	Task	Person Responsible	Target Completion Date
1	Development of 2023-2024 Budget Preparation Schedule	Business Administrator	12/1/22
2	Update salary data per negotiated agreement and anticipated increase	Business Administrator	12/23/22
3	Prepare proposed salary, insurance, tuition, transportation and fixed cost figures	Business Administrator	1/14/23
4	Review enrollment and prepare projections for 2023-2024	Superintendent	1/15/23
5	Distribute 2023-2024 budget spreadsheets	Business Administrator	1/23/23
6	Meeting with Administrative Staff	Business Administrator, Superintendent,	1/26/23
7	Budget Development meeting with Finance committee	Superintendent/Business Administrator, board	1/31/23
8	Completion of the appropriations side of budget	Business Administrator	2/6/23
9	Final Budget Development meeting with administrative staff	Superintendent/Business Administrator	2/24/23
10	Review and analyze total budget	Business Administrator	3/3/23
11	Finalize budget proposal	Superintendent, Business Administrator	3/6/23
12	Board approval of budget for Submission to County Office	Board of Education	March 2023 Board Meeting
13	Submit adopted budget to County Supt of Schools (approximate)	Business Administrator	March 2023