

STONE HARBOR BOROUGH
BOARD OF EDUCATION

AGENDA

March 8, 2023

Regular Board of Education Meeting

STONE HARBOR BOARD OF EDUCATION
BOARD OF EDUCATION MEETING
Wednesday, March 8, 2023
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, time, and place thereof posted in *The Press of AC*. Additionally notice was posted on the bulletin board and filed with the Borough Clerk.

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
_____ Mrs. Kathleen Fox _____ Ms. Fiori _____ Dr. Renee Murtaugh

IV. MINUTES

It is recommended that the Board of Education approve the minutes of the Regular Meeting held on Wednesday, February 8, 2023. (Separate Minutes files)

V. 2023-2024 BUDGET RESOLUTION

The Stone Harbor Board of Education approve the resolution, by roll call vote, to approve the 2023-2024 school budget for submission to the Cape May County Office of Education for approval as follows:

BUDGET	LOCAL	TAX LEVY
General Fund	\$ 3,267,001	\$ 2,594,142
Special Revenue	83,470	0
Debt Service	<u>0</u>	<u>0</u>
Total	<u>\$3,335,471</u>	<u>\$2,594,142</u>

BE IT FURTHER RESOLVED that the Board of Education sets \$5,000 as the maximum for travel expenses. The amount established for 2022/23 was \$5,000. The amount expended for 2022/23 currently is \$3,484.85.

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.

Capital Reserve Account Deposit: \$239,126

BE IT RESOLVED that the Board of Education includes in the general fund appropriations \$239,126 for deposit into the Board of Education’s approved Capital Reserve Account for future funding.

VI. PUBLIC HEARING 2023-24 BUDGET AND BOARD MEETING

It is recommended that the Board of Education approve to hold the Public Hearing on the 2023-24 school budget and the regular board meeting on May 3, 2023 at 6:00 PM at the Stone Harbor School.

VII. BOARD SECRETARY/BUSINESS ADMINISTRATOR’S REPORT

A. Budget Summary / Monthly Transfer Report

A Budget Summary and Monthly Transfer report for March, 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 transfers of funds for the month of February , 2023. (See page 7)

C. Board Secretary Report

Board Secretary’s Report for the month of January, 2023 pursuant to **N.J.A.C 6A:23A-16.10 (c) 3**, I certify that as of March 8, 2023, 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 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 February 28, 2023 as follows:

Increase \$0

Decrease \$0

Linda Fiori

March 8, 2023

Date

D. Treasurers Report

Treasurer’s Report in accordance with 18A:17-36 and 18A: 17-9 for the month of January, 2023. The Treasurer’s Report and Secretary’s Report are in agreement for the month of January, 2023. (See Financial reports file)

E. Certification

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the Stone Harbor Board of Education certifies that as of March 8, 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:

- Warrant paid 1/31/23
- Payroll paid 2/15/23 & 2/28/23
- Warrants paid in March, 2023
- Authorize the Business Administrator to pay any additional bills due and owing for March, 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 8-12)

VI. FOR YOUR INFORMATION – N/A

VII. CHIEF SCHOOL ADMINISTRATOR’S REPORT (Agenda pages 5-6)

VII. BOARD OF EDUCATION BUSINESS

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

G. 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.

H. 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.

I. XIII. RESUMPTION OF PUBLIC PORTION OF THE MEETING

XIV. ADJOURNMENT

Stone Harbor CSA March 8, 2023

Policy

- A. Motion to revise or adopt the following policies or regulations:

Policy/Reg. #	Reading	Policy/Regulation Title
5141.9	First	Management of Pediculosis

- B. Motion to accept the Chief School Administrator’s Harassment, Intimidation, and Bullying Report for February, 2023.
- C. Motion to affirm the Chief School Administrator’s Harassment, Intimidation, and Bullying Report for January, 2023.
- D. Motion to approve the 2023-2024 School and District Professional Development Plan as attached.
- E. Motion to approve the Before and After School program from 7:00am-8:30am and 3:30-5:30pm based on the school calendar for the 2023-2024 school year at the rates listed below to be held at the Stone Harbor School for all students in grades Pre-K3- 6th grade. This program includes busing to and from the Avalon School for Pre-K and 5th-8th grade students.

Session	Rate
Morning 7:00-8:30	\$10
Afternoon 3:30-5:30	\$10
Both Sessions Same Day	\$15
Drop Ins	\$20
Late Pick Up Fee (after 5:30pm)	\$5 per 15 minutes late

- F. Motion to approve the 2023-2024 BSA/ASA Handbook as attached.

Stone Harbor CSA March 8, 2023

Personnel

- G. Motion to approve, upon the recommendation of the superintendent, the following summer school staff for the 2023 summer school program at the rates listed not to exceed 52.5 hours:

Name	Position	Rate
Karen Steele	Teacher	Per Diem
Brie Schenck	Teacher	Per Diem
Deb Bossuyt- 3 weeks Cecilia Fox-O'Rourke- 2 weeks	Nurse	Per Diem

Informational/Discussion

- a. Enrollment Report
- b. Fire Drill: 2/3/23 @11:25am
- c. Security Drill: 2/6/23 @11:30 Shelter in Place
- d. Summer Office Calendar
- e. Think Day Competition
- f. 8th Grade Dialogue
- g. 3rd and 4th grade Avalon Rec basketball teams

Stone Harbor School Update- Dr. Murtaugh

Stone Harbor Board of Ed

Transfers by Transfer Number

Start date 2/1/2023 End date 2/28/2023

TR#	Transfer Description	Amount	To Account	From Account
2382	02/01/23 Feb transfers	1,750.00	11-000-213-300-0 Purchased Prof & Tech Serv	11-000-213-100-0 Personnel Services - Salaries
2384	02/01/23 Atlantic Care Grant	1,000.00	20-001-100-610-0 General Supplies	- - - -
2385	02/01/23 Feb transfer	4,320.00	11-000-291-241-0 Other Retire Contribution-PERS	11-000-291-290-0 Other Employee Benefits
2388	02/01/23 Feb transfer	1,300.00	11-000-262-590-0 Miscellaneous Purchased Servic	11-000-262-420-0 Cleaning, Repair & Maint Serv
2389	02/01/23 Feb transfer	.500.00	11-190-100-320-0 Purchased Prof-Ed Serv	11-190-100-640-0 Textbooks

8,870.00 Report Total

Starting date 1/31/2023

Ending date 1/31/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
B31936	01/31/23		0172	Cape May Co Special Services		4,112.00
B31937	01/31/23		1689	State Of NJ - Debt Service Adj		366.00

Fund Totals

11	General Current Expense	\$4,112.00
12	Capital Outlay	\$366.00
	Total for all checks listed	\$4,478.00

Prepared and submitted by:



Board Secretary

1/31/23
Date

Starting date 2/15/2023


Ending date 2/15/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
F31932	02/15/23		1379	Stone Harbor Boe Agency Acct		4,199.49
F31933	02/15/23		0131	Stone Harbor Payroll		54,053.19

Fund Totals

10	General Fund	\$2,473.41
11	General Current Expense	\$51,282.44
20	Special Revenue Fund	\$1,540.00
70	Internal Service Fund	\$2,956.83
	Total for all checks listed	\$58,252.68

Prepared and submitted by:


Board Secretary

2/15/23
Date

Starting date 2/28/2023

Ending date 2/28/2023

Chk#	Date	Rec date	Code	Vendor name	Check Comment	Check amount
F31934	02/28/23		1379	Stone Harbor Boe Agency Acct		4,253.35
F31935	02/28/23		0131	Stone Harbor Payroll		55,034.06

Fund Totals

10	General Fund	\$2,650.28
11	General Current Expense	\$52,140.30
20	Special Revenue Fund	\$1,540.00
70	Internal Service Fund	\$2,956.83
	Total for all checks listed	\$59,287.41

Prepared and submitted by:



Board Secretary

2/28/23

Date

Batch Number	1	Current Payments	\$147,705.32	Batch Total
1485	Amazon		\$1,237.71	Vend Total
P.O. #	300328	Snacks for Lock Down	\$567.80 P	PO Total
P.O. #	300332	Lock Down Snacks for Avalon	\$448.17 P	PO Total
P.O. #	300344	Read Across America Supplies	\$73.98 P	PO Total
P.O. #	300351	Lock down snack bins	\$108.96 P	PO Total
P.O. #	300362	Custodial Supplies	\$38.80 P	PO Total
0255	Apple Computers		\$2,588.00	Vend Total
P.O. #	300335	Macbook Pro- Renee	\$2,588.00	PO Total
T001	Aqua Treatment Services, Inc		\$140.00	Vend Total
P.O. #	300261	Monthly water treatment boiler	\$140.00 P	PO Total
0221	Atlantic City Electric		\$3,025.12	Vend Total
P.O. #	300007	Electric	\$3,025.12 P	PO Total
0190	Avalon Board Of Ed		\$111,528.06	Vend Total
P.O. #	300001	Recurring Tuition	\$40,500.00 P	PO Total
P.O. #	300002	Teacher's Salaries	\$51,499.45 P	PO Total
P.O. #	300003	Superintendent	\$10,528.40 P	PO Total
P.O. #	300004	Business Administrator	\$5,188.60 P	PO Total
P.O. #	300005	Lunch Account	\$2,936.61 P	PO Total
P.O. #	300349	Reimburse for Melanie	\$350.00 P	PO Total
P.O. #	300350	Reimburse for Melanie	\$525.00 P	PO Total
0308	Borough Of Stone Harbor		\$860.50	Vend Total
P.O. #	300364	Water Reading	\$860.50	PO Total
0338	Cape May County Park & Zoo		\$360.00	Vend Total
P.O. #	300341	Field Trip-Zoo	\$360.00	PO Total
0149	Casa Payroll Services		\$284.00	Vend Total
P.O. #	300010	Payroll	\$284.00 P	PO Total
0358	CMC Special Services School District		\$5,668.45	Vend Total
P.O. #	300008	Itinerant Services	\$1,200.00 P	PO Total
P.O. #	300031	Transportation - SE	\$2,893.45 P	PO Total
P.O. #	300352	Bus for field trip	\$1,575.00 P	PO Total
0665	Comcast		\$80.16	Vend Total
P.O. #	300014	Comcast Xfinity	\$80.16 P	PO Total
C781	Dynamism, INC		\$3,448.75	Vend Total
P.O. #	300336	3D Printer	\$3,448.75	PO Total
E433	Frontline Education		\$1,200.00	Vend Total
P.O. #	300302	Training Mari	\$1,200.00	PO Total

Batch Number	1	Current Payments	\$147,705.32	Batch Total
1732		Horizon Blue Cross/Blue Shield	\$2,280.94	Vend Total
	P.O. # 300018	Dental Benefits	\$2,280.94 P	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
1680		Parry, Dawn	\$144.17	Vend Total
	P.O. # 300358	Reimbursement for Materials	\$144.17	PO Total
1655		Ricoh, Usa, Inc	\$943.76	Vend Total
	P.O. # 300022	Copy Machine Lease	\$943.76 P	PO Total
0798		Seashore ACE	\$74.17	Vend Total
	P.O. # 300355	Maintenance Supplies	\$21.58	PO Total
	P.O. # 300359	Custodial Supplies	\$30.11	PO Total
	P.O. # 300361	Custodial Supplies	\$10.79 P	PO Total
	P.O. # 300366	Custodial Supplies	\$11.69 P	PO Total
0178		South Jersey Gas	\$2,226.55	Vend Total
	P.O. # 300024	Gas Usage	\$2,226.55 P	PO Total
1342		Sun Life Financial	\$68.14	Vend Total
	P.O. # 300026	Life Insurance	\$68.14 P	PO Total
0902		Supplyworks	\$618.99	Vend Total
	P.O. # 300356	Custodial Supplies	\$618.99	PO Total
0871		Us Games	\$2,600.44	Vend Total
	P.O. # 300267	Equipment for PE	\$2,600.44	PO Total
0664		Weed, James	\$114.99	Vend Total
	P.O. # 300348	Reimburse for Boots	\$114.99	PO Total
2050		Woodbine Board of Education	\$3,939.82	Vend Total
	P.O. # 300028	Music Teacher Shared Services	\$3,939.82 P	PO Total
Total for Report =			\$147,705.32	