

**VENTNOR CITY BOARD OF EDUCATION**  
**Regular Session Meeting – April 24, 2024 – 5:00 PM**

In Compliance with the “Open Public Meetings Act” of the State of New Jersey, adequate notice of this meeting has been provided. On May 17, 2023 written notice was given to all Board members and posted at the Ventnor Educational Community Complex, Ventnor City Hall and the Ventnor Public Library. It was also e-mailed to the Press of Atlantic City and the Downbeach Current on that same date.

**I. ROLL CALL**

Mr. Doug Biagi, President  
Mrs. Kim Bassford, Vice-President  
Mrs. Lori Abbott  
Mr. Michael Advena  
Dr. John C. Baker  
Mr. Michael Hagelgans  
Mr. James Quinlan

Dr. Carmela Somershoe, Superintendent  
Ms. Terri Nowotny, Bus. Admin/Board Sec.  
Ms. Sanu Dev, Esq., School Solicitor

**II. PLEDGE OF ALLEGIANCE**

**III. PRESENTATION**

1. Superintendent Update – Dr. Carmela Somershoe
2. Facility Update – Ron Fenton

Exhibit: III-2

**IV. PUBLIC SESSION**

The Board of Education welcomes public comment on any issue at this time. Please state your name and address. Please note that public comment is not a question and answer session. Speaking is limited to three (3) minutes per individual, ten (10) minutes per topic. The Board President has the flexibility to alter these limitations. In accordance with New Jersey Statute, the Board cannot discuss matters regarding specific personnel, students or litigation matters during public comment.

**V. FINANCE**

1. Recommend to approve Regular Session Minutes and Executive Session Minutes of March 25, 2024 as presented in:

Exhibit: V-1

2. Recommend to approve the Board Secretary’s Monthly Certification: Pursuant to N.J.A.C. 6:30-2.12 (b) that as of March 31, 2024 no major budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Ventnor 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 has been over expended in violation of N.J.A.C. 6A:23A-2.11(a)1. In accordance with N.J.A.C. 6A:23A-2.11(c)2, it is certified that there are no changes in anticipated revenue amounts and sources for the month of March, 2024

Exhibit: V-2

Recommend to approve the Board of Education’s Monthly Certification: Pursuant to N.J.A.C. 6A:23A-2.11(c) 4, the Ventnor Board of Education certifies that as of March, 2024, and after review of the secretary’s monthly financial report appropriations section as presented, and upon consultation with

appropriate district officials, that to the best of the Board's knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-2.11(b), that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year and

Recommend to approve acknowledging receipt of the Statements of Cash Receipts and Disbursements and the Board Secretary's reports which are in agreement for the period ending March 31, 2024.

Recommend to approve line item transfers for the months ending March, 2024

3. Recommend to approve April, 2024 Bill List as presented in: Exhibit: V-3
4. Recommend to increase the 2023/2024 professional service limit for solicitor from \$65,000 set on March 6, 2023 to \$90,000 to accommodate unanticipated litigation, appeals and due process filings during the school year.
5. Recommend to approve the following resolution:

**BE IT RESOLVED**, that the Ventnor Board of Education approve the following travel expenses and fees for the following conferences and workshops as per State regulation N.J.S.A. 18A:19-1:

Raquel Rothstein	Introduction to Creative Curriculum	Virtual	4/29/24 and 4/30/24	No Charge
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All mileage will be paid at the applicable State reimbursement rate.

6. Recommend to approve discontinuation of Health Plan through AmeriHealth, discontinuation of Prescription Plan through Maxor and enroll in Health and Prescription Plans through Horizon for 2024/2025 as presented Exhibit: V-6
7. Recommend to authorize Remington & Vernick Engineers to submit documentation for the VECC Replacement of Rooftop HVAC Units RAC 10, 11, 12, 13 and 18 and Auxiliary Gym Air Conditioning to the New Jersey Department of Education as an "Other Capital Project". The Ventnor Board of Education is not seeking State funding for this project.
8. Recommend to approve a maintenance service agreement with CM3 Building Solutions under state contract for the period July 1, 2024 – June 30, 2025 at an annual fee of \$37,056.00 as presented in: Exhibit: V-8
9. Recommend to approve quoted transportation contract AC01 with Holcomb Bus for one student to Atlantic City High School at a per diem cost of \$173.00 with \$1.00 per mile adjustment cost starting March 26, 2024 through June 14, 2024, 52 days, total cost \$8,996. This was the lowest of 4 quotes received. Route was subsequently canceled on April 12, 2024 as student didn't show for transportation, final total 6 days at \$1,038.00.
10. Recommend to award Transportation Quote Route VEC5 from VECC to Holcomb Transportation beginning April 19, 2024 through June 17, 2024 at a per diem cost of \$68.75; \$1.50 per mile adjustment; total contract \$2,818.75. This was the lowest of six quotes received.

11. Recommend to accept \$3,750 ACME gift cards as part of ACME's community collection to benefit schools.

**VI. POLICIES**

**VII. PERSONNEL**

**ALL ITEMS ON THE RECOMMENDATION OF THE SUPERINTENDENT:**

1. Recommend to accept retirement letter of Mari Lynn Uliase, Elementary School teacher, with regret effective June 30, 2024 and as presented in: **Exhibit: VII-1**
2. Recommend to accept retirement letter of Carol Bergman, Elementary School teacher, with regret effective June 30, 2024 and as presented in: **Exhibit: VII-2**
3. Recommend to accept retirement letter of Joyce Cherry, Elementary School teacher, with regret effective June 30, 2024 and as presented in: **Exhibit: VII-3**
4. Recommend to accept retirement letter of Theresa Kennish, Elementary School teacher, with regret effective September 30, 2024 and as presented in: **Exhibit: VII-4**
5. Recommend to approve resignation letter of Barbara Goldberg, Residency Clerk, with regret effective June 30, 2024 and as presented in: **Exhibit: VII-5**
6. Recommend to approve Ms. Odalis DeLaTorre MA+30, Step 14 as full-time LDTC Teacher for the 2023-2024 school year effective April 25, 2024 at the VCEA negotiated contracted salary of \$99,000 with benefits. This expands the part-time position in Child Study Team.  
  
Ms. DeLaTorre is currently a 3/5<sup>th</sup> LDTC for the district. She serves as the case manager for our out of district placed students as well as our preschool. Ms. DeLaTorre has extensive background in inclusion. Described by her reference as highly qualified, extremely organized and knowledgeable about mandated timelines, practice and administrative code. She is looking forward to working with the inclusion staff to ensure best practices.
7. Recommend to approve Brianne Westlake, MA, as full-time Guidance Counselor for the 2024-2025 school year, step advancement (2023-24 at step 3) and salary with benefits to be determined by the VCEA negotiated agreement. Ms. Westlake has been ESSER funded guidance counselor for the past three years.
8. Recommend to approve FMLA leave of absence for employee #4943 effective May 5, 2024 through June 17, 2024. Leave will be a combination of paid sick days, paid personal days and unpaid days.
9. Recommend to approve Office Residency Clerk job description as presented in: **Exhibit: VII-9**
10. Recommend to approve 2024-2025 Staff Contracts as presented in: **Exhibit: VII-10**
11. Recommend to approve the following substitutes for the 2023-2024 school year (pending paperwork):

Patricia Connor  
Alexandra Colman

State  
County

12. Recommend to approve Volunteer/Chaperones for the 2023-2024 school year as presented in:

Exhibit VII-12

13. Recommend to approve Raquel Rothstein, BA, as full-time elementary Teacher for the 2024-2025 school year, step advancement (2023-24 at step 0/1) and salary with benefits to be determined by the VCEA negotiated agreement. This is a retirement replacement. Ms. Rothstein was a one year ESSER funded teacher here in Ventnor for the 2023-34 school year.

14. Recommend to approve Kristy Moore, BA, as full-time elementary Teacher for the 2024-2025 school year, step advancement (2023-24 at step 2) and salary with benefits to be determined by the VCEA negotiated agreement. This is a retirement replacement. Mrs. Moore was a one year ESSER funded teacher here in Ventnor for the 2023-34 school year.

## VIII. CURRICULUM AND INSTRUCTION

1. Recommend to approve Ventnor Recreation to use the large and small gym for Summer Camp from 8:30am to 1:00pm, Monday through Friday from June 24, 2024 to August 9, 2024 and as presented in:  
Please Note: Building must be open by 8:30am each day.

Exhibit: VIII-1

## IX. USE OF FACILITY

## X. INFORMATION

1. Drills: Fire Drill: 3/25/24, 3/27/24, 4-15-24; Security Drill: Lockdown Drill: 3/26/24; Elementary/Middle Bus Evacuation : 4/16/24; Evacuation: 4/16/24; Shelter in Place: 4/16/24
2. VECC Monthly Enrollment Item: X-2
3. Monthly Suspension Reports Item: X-3
4. Elementary and Middle School Individual Incident Reports Item: X-4
5. Monthly School Cafeteria Report Item: X-5
6. VECC Out of District Tuition Report for 2023/2024 Item: X-6
7. Payroll Timesheet Report of April, 2024 Item: X-7
8. Donation letter from Larry Pacentrilli of Geezer Basketball Item: X-8

## XI. COMMITTEE REPORTS

## XII. NEW BUSINESS/OLD BUSINESS

1. Recommend to affirm 2023-2024 E3 and M7.
2. Recommend to acknowledge local Ventnor restaurant Nucky's as an alternate venue for the 8th Grade Graduation Dance.
3. Ventnor City Board of Education 2024-2025 Meeting Schedule as presented in: Item: XII-3
4. Reminder to Board Members and Administrators to complete the annual Financial Disclosure form.

## XIII. EXECUTIVE SESSION

Whereas the Ventnor City Board of Education finds a need to discuss matters that are exempt from public

discussion pursuant to the Open Public Meetings Act, be it resolved that that Ventnor City Board of Education hereby adjourns to a session from which the public must be excluded for the following reasons allowable under the Act (*read or check all that apply*):

- 1. Matters rendered confidential by State or Federal law;
- 2. Matters which could impair the right to receive federal funds;
- 3. Matter which would constitute an unwarranted invasion of personal privacy if conducted in public;
- 4. Negotiations;
- 5. Discussions involving the purchase, lease or acquisition of real property, the setting of bank rates, or the investment of public funds, where disclosure could adversely affect the public interest;
- 6. Discussions of tactics and techniques used in protecting the safety and property of the public;
- 7. Discussions of pending or anticipated litigation, contract negotiations, and matters falling under attorney-client privilege;
- 8. Personnel;
- 9. Deliberations after a public hearing.

No formal action will take place, and the results of any discussion will be made public if and when the subject matter is no longer deemed confidential. Executive Session is expected to last \_\_\_\_\_ (*insert number*) minutes/hours (*select*) and action/no action (*select*) is anticipated afterwards.

#### XV. ADJOURNMENT