

Regular Session Minutes February 28, 2024

EXHIBIT # V-1

The meeting was called to order in the auditorium at 5:00 pm by Board President Doug Biagi. 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.

Roll call by Business Administrator/Board Secretary Terri Nowotny indicated Board Members present were: Lori Abbott, Michael Advena, John C Baker, James Quinlan, Kim Bassford and Doug Biagi. Also present were Superintendent Dr. Carmela Somershoe and Solicitor Sanu Dev. Michael Hagelgans was absent.

II. Michael Advena led the pledge of Allegiance.

III. PRESENTATION

1. Board Recognition
2. Superintendent Update – Dr. Carmela Somershoe
3. Facility Update

Exhibit: III-2

IV. PUBLIC SESSION

Michele Masterman provided an update from the VCEA.

V. FINANCE

Motion by Kim Bassford seconded by Michael Advena to approve items 1-16 as a consent agenda was affirmed by roll call vote with Lori Abbott, Michael Advena, John C Baker, James Quinlan, Kim Bassford and Doug Biagi voting in favor, Kim Bassford abstaining on item 1:

1. To approve Regular Session Minutes of January 24, 2024 as presented in Exhibit: V-1.
2. To approve the Board Secretary's Monthly Certification:
Pursuant to N.J.A.C. 6:30-2.12 (b) that as of January 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 January, 2024

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 January, 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

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 January 31, 2024.

To approve line item transfers for the months ending January, 2024 as presented in Exhibit: V-2.

3. To approve February, 2024 Bill List as presented in Exhibit: V-3.
4. To accept the 2024 Teachers Helping Teachers grant to fund bird houses as part of a STEM project. Scholarship grant for \$136.61 was submitted by Denise Tinucci from Xi chapter of DKG.
5. To approve recycle and/or auction sale of the following equipment:
 - Recycle up to 430 Latitude 3189 tablets
 - Resell to staff or sell on GovDeals 90 Latitude 5501/5511 teacher laptops
 - Recycle or sell on GovDeals Dell EqualLogic PS4100 Storage Array
 - Recycle two Dell PowerEdge R420 servers
 - Recycle miscellaneous desktop computers
6. To approve quoted transportation contract VECP to First Student for one student to Pleasantville at a per diem cost of \$159.00 with \$1.50 per mile adjustment cost starting February 13, 2024 through June 30, 2024, 79 days, total cost \$12,561. This was the lowest of 3 quotes received.
7. To approve quoted transportation contract EHTHS to Student One Transportation for two students to Davenport Elementary School, Egg Harbor Township, at a per diem cost of \$163.00 with \$1.00 per mile adjustment cost starting February 5, 2024 through June 30, 2024, 91 days, total cost \$14,833. This was the lowest of 3 quotes received.
8. To approve quoted transportation contract EHTD to Student One Transportation for one student to Egg Harbor Township High School at a per diem cost of \$163.00 with \$1.00 per mile adjustment cost starting February 5, 2024 through June 30, 2024, 91 days, total cost \$14,833. This was the lowest of 3 quotes received.
9. To accept the Ventnor Home and School Association 2023-2024 Events as listed:

February 29	Parent Paint Night at Pulia
March 8	Spring Dance/Movie Night
March 14	Santucci's Dine Out
March 23	Bunny Brunch at Nucky's
April 19	Color Run at Ski Beach
May 11	Participation in the Block party hosted by Ventnor City

10. To approve submission of the 2021-2024 ESSER III Learning Acceleration Grant application Amendment #2 as follows:

Guidance salaries	\$24,039
School Facilitating coaches	\$ 6,409
Benefits/FICA	\$ 5,438
Behaviorist	\$40,721

11. To approve resolution authorizing execution and delivery of the Grant Agreement with the State of New Jersey Schools Development Authority DOE Project # 5350-040-23-R501; SDA Project # 5350-040-53-G5TP; Grant #G5-6913 for HVAC System upgrades. Total project cost \$1,454,838; Grant amount \$581,935.20.
12. To approve resolution evidencing Delegation of Authority to School Business Administrator for supervision of the School Facilities Project for HVAC System upgrades under DOE Project # 5350-040-23-R501; SDA Project # 5350-040-53-G5TP; Grant #G5-6913.
13. 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:

Terri Nowotny	NJASBO	Atlantic City, NJ	6/5/24, 6/6/24, 6/7/24	\$500
Carmela Somershoe	NJASA Women's Leadership Conference	Somerset Park, NJ	3/18/24, 3/19/24	\$419 \$150 Hotel + meals
Jenna DiMauro	NJASA Women's Leadership Conference	Somerset Park, NJ	3/18/24, 3/19/24	\$419 + meals

All mileage will be paid at the applicable State reimbursement rate.

14. To approve 2023-2024 tuition contract agreement effective February 1, 2024 for 2 McKinney-Vento students (ID#163379 and 163378) at Egg Harbor Township Schools at a total cost of \$9,299.36 KF and \$9,693.12 Grade 1.
15. To approve request for approval to the City of Ventnor Board of School Estimate for the issuance of bonds in the amount of \$4,100,000.00 to fund school Capital Projects over the five year period 2024-2029.
16. To approve 2023-2024 transportation jointure as host with the Brigantine Board of Education as joiner to provide transportation for 1 Brigantine student from Margate to ACIT effective February 26, 2024 at a cost of \$466.00 plus 5% administrative fees totaling \$489.30.

VI. POLICIES

Motion by Kim Bassford seconded by Lori Abbott to approve item 1 was affirmed by roll call vote with Lori Abbott, Michael Advena, John C Baker, James Quinlan, Kim Bassford and Doug Biagi voting in favor:

1. To approve second reading as presented in Exhibit: VI-1
 - 5830 Fund Raising/Student Fund Raising
 - 6660 Student Activity Fund

VII. PERSONNEL

ON THE RECOMMENDATION OF THE SUPERINTENDENT:

Motion by Kim Bassford seconded by Michael Advena to approve items 1-4 as a consent agenda was affirmed by roll call vote with Lori Abbott, Michael Advena, John C Baker, James Quinlan, Kim Bassford and Doug Biagi voting in favor:

1. To accept retirement letter of Lisa Petullo, Elementary Clerk effective August 31, 2024 with regret and as presented in Exhibit: VII-1.
2. To accept retirement letter of Terri Nowotny, School Business Administrator effective June 30, 2024, with regret and as presented in Exhibit: VII-2.
3. To approve \$1,200 stipend for Alex Pitre covering Supervisor of Facilities duties from January 3 through February 9, 2024.
4. To approve Volunteer/Chaperones for the 2023-2024 school year as presented in Exhibit VII-4.

VIII. CURRICULUM AND INSTRUCTION – none.

IX. USE OF FACILITY

Motion by Kim Bassford seconded by John C Baker to approve items 1-2 as a consent agenda was affirmed by roll call vote with Lori Abbott, Michael Advena, John C Baker, James Quinlan, Kim Bassford and Doug Biagi voting in favor:

1. To approve Ventnor Recreation to use the new gym on Saturdays beginning March 2, 2024 through March 23, 2024 from 8:30am to 10:30am for Pre-K and Kindergarten Basketball and as presented in Exhibit: IX-1.
Please Note: Building must be open by 8:30am.
2. To approve Girl Scouts of Central & Southern NJ to use a room TBD on March 20, 2024 from 6:00pm to 7:00pm for an invitation in joining Girl Scouts and start of a new group and as presented in Exhibit: IX-2.
Please Note: Building must be open by 5:45pm.

X. INFORMATION

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| 1. Drills: Fire Drill: 1/23/24; Security Drill: TBD | |
| 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 February, 2024 | Item: X-7 |

XI. COMMITTEE REPORTS

Michael Advena noted Building & Grounds items were covered by Ron Fenton's presentation. Doug Biagi noted both Budget and Negotiations Committees met this past month and are moving forward on schedule. Kim Bassford questioned the puddling on the new playground. Mr. Fenton will research options.

XII. NEW BUSINESS/OLD BUSINESS

Motion by John C Baker seconded by Kim Bassford to approve item 1 was affirmed by roll call vote with Lori Abbott, Michael Advena, John C Baker, James Quinlan, Kim Bassford and Doug Biagi voting in favor:

1. To affirm 2023-2024 HIB M3.
2. March Board Meetings
 - March 6, 2024 Special Meeting 3:30pm to approve preliminary budget
 - March 20, 2024 Regular Meeting canceled
 - March 25, 2024 Regular Meeting and Budget Public Hearing 5:00pm
3. Reminder to Board Members and Administrators to complete the annual Financial Disclosure form.

Kim Bassford questioned why enrollment is declining specifically in middle school. Mr. Baker will research.

XIII. EXECUTIVE SESSION – None.

XIV. ADJOURNMENT

Motion by Kim Bassford seconded by Lori Abbott and affirmed by all to adjourn the meeting at 5:14 pm.

Respectfully submitted,

Terri Nowotny
Board Secretary/School Business Administrator

Special Session Minutes

March 6, 2024

The meeting was called to order in the auditorium at 3:30 pm by Board President Douglas Biagi. In Compliance with the "Open Public Meetings Act" of the State of New Jersey, adequate notice of this meeting has been provided. On January 31, 2024 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.

Roll call by Business Administrator/Board Secretary Terri Nowotny indicated Board Members present were: Lori Abbott, Michael Advena, Kim Bassford and Douglas Biagi. John C Baker, Michael Hagelgans and James Quinlan were absent. Also present was Superintendent Dr. Carmela Somershoe.

II. Michael Advena led the pledge of Allegiance.

III. PUBLIC SESSION – None.

IV. FINANCE

Motion by Kim Bassford, seconded by Michael Advena to approve items 1 and 2 as a consent agenda were affirmed by roll call vote with Lori Abbott, Michael Advena, Kim Bassford and Douglas Biagi voting in favor;

1. To approve of the following:

Be it resolved to approve the tentative 2024-2025 school budget of the Ventnor School District for submission to the Executive County Superintendent as follows:

General Fund: \$20,699,837
Special Revenue Fund: \$2,749,137

Total budget: \$23,448,974

Tax Levy

Be it further resolved to acknowledge that the 2024-2025 tentative budget described above results in a general fund tax levy of \$16,530,371

Travel Limits

Whereas School District Policy 9250 and NJAC 6A:23B-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for travel and expense reimbursement for the 2024-2025 school year, now therefore be it resolved that the Ventnor Board of Education hereby establishes the school district travel maximum for the 2024-2025 school year at the sum or \$50,000.00, excluding Federal funds, and the School Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded. The travel

amount spent year to date for 2023-2024 is \$10,548.54 as of March 1, 2024.

Professional Services Limits

Pursuant to 6A:23A-5.2, the Board of Education establishes the following limits for professional services for the 2024-2025 school year:

Auditor	\$30,000.00
Solicitor	\$75,000.00
Architect/Engineer	\$300,000.00
Public Relations	\$0.00

2. To approve Preschool Education Aid 2024-25 District Enrollment and Planning and Budget Narrative as presented in Exhibit: IV-2.

V. NEW BUSINESS

1. Board of School Estimates – March 28, 2024 – 4:30pm at City Hall

Motion by Kim Bassford, seconded by Lori Abbott to approve item 2 was affirmed by voice vote with all voting in favor;

2. To approve Luke Duff's proposal to lead employee workout sessions in the small gym as presented in Exhibit: V-2.

V. ADJOURNMENT

Motion by Kim Bassford seconded by Lori Abbott and affirmed by all to adjourn the meeting at 3:33 pm.

Respectfully submitted,

Terri Nowotny
Board Secretary/School Business Administrator