

**Little Egg Harbor Township School District**  
**MONTHLY BOARD MEETING AGENDA**  
February 15, 2022  
Frog Pond Elementary School - Multi-Purpose Room  
Executive Session 5:30PM - Public Session 6:00PM

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1. **CALL TO ORDER**

2. **RECOGNITION**

This is to advise the general public that in compliance with the open public meetings act the Little Egg Harbor Board of Education caused to be posted at the office of the Board of Education located at 307 Frog Pond Road, Little Egg Harbor, NJ and faxed on, January 18, 2022 to the Asbury Park Press, Atlantic City Press and to the office of the Municipal Clerk of Little Egg Harbor, a meeting notice setting forth the time, date, and location of this meeting.

3. **ROLL CALL**

4. **EXECUTIVE SESSION**

**RESOLVED**, that the Board of Education meet in closed session to discuss matters as listed below. Items(s) so discussed will be disclosed to the public providing it does not violate New Jersey statutes and regulations regarding disclosure of Information affecting this matter.

- A. Matters involving Personnel
- B. Attorney Client Communications
- C. HIB

5. **PLEDGE OF ALLEGIANCE**

6. **APPROVAL OF MINUTES**

Motion to approve the January 25, 2022 minutes. ([Attachment 7r](#)) ([Attachment 7e](#))

7. **BOARD PRESENTATION**

- GJM Students of the Month and Building Highlights.
- FPE Students of the Month and Building Highlights.
- FPE Volunteer of the Month-Lisa Smith
- Cooper Levenson Holiday Card Contest Winner-Layla Bennett
- Mid Year Student Data Update by Alisa Palazzi

8. **REPORT OF THE SUPERINTENDENT**

9. **RESIDENT'S FORUM - AGENDA ITEMS ONLY**

The Board of Education recognizes the value of public comment on educational issues. The Board requests that the public respect a three minute time limit when commenting on agenda items as cited in Policy No. 0167. General public comment will occur later in the meeting.

10. **BOARD WORK SESSION**

- Board President Update
- Committee Representatives:
  - i. Budget - Mr. Kielb, Dr. Snyder, Ms. Erber
  - ii. Regionalization - Ms.Semler, Ms. Roth, Dr. Snyder
  - iii. Curriculum - Ms. Erber, Ms. Zeleznok, Mr. Berry

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**11. FINANCE**

- A. **RESOLVED** that the Board of Education approve all bills and claims for February 2022, which are presented for approval. ([Attachment 11-A](#)) ([Attachment Agency January](#))
- B. **RESOLVED** that the Board of Education approve all Line Item Transfers and Adjustments as per attachments. ([Attachment 11-B](#))
- C. **RESOLVED** that the Board of Education approve the Board Secretary's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, that as of December 31, 2021, no major budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Little Egg 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 has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1. In accordance with N.J.A.C. 6A:23A-16.10 (c)2, it is certified that there are no changes in anticipated revenue amounts and sources for the month of December. ([Attachment 11-C](#))

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Board Secretary

Date

- D. **RESOLVED** that the Board of Education approve the Board of Education's Monthly Certification: Pursuant to N.J.A.C. 6A:23A-16.10 (c)4, the Little Egg Harbor Board of Education certifies that as of December 31, 2021, 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-16.10 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
- E. **RESOLVED** that the Board of Education acknowledge receipt of the Treasurer's report and the Board Secretary's report which are in agreement for the period ending December 31, 2021. ([Attachment 11-E](#))
- F. **RESOLVED** that the Board of Education approve the payroll as follows:
- [January 28, 2022](#) = \$999,751.17
- Gross pay includes gross pay, employer share of FICA and Medicare.
- G. **RESOLVED** that the Board of Education approve the following donations made to the Little Egg Harbor School District:
1. Donation of classroom supplies from DonorsChoose for Janine Fitzpatrick, 2nd grade teacher @ GJM. Her project "Reading Makes You Sharp!" was funded in the amount of \$303.93.

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2. Donation of classroom supplies from DonorsChoose for Reed Macfarlan, 1st grade teacher @ GJM. Her project "A Love for Reading" was funded in the amount of \$356.28.
  3. Donation from Walmart of Little Egg Harbor and Acme of Little Egg Harbor for a case of plastic bags each for our book fair. Donation is \$15.00/case - Total \$30.00.
  4. Donation from PTO of \$800 for the 6th Grade class trip to Frogbridge School Picnics.
  5. Donation from Cooper Levenson Holiday Card Contest, Student received \$50 gift card and \$100 gift card was given to Mr. Page, FPE art teacher.
  6. Donation of books from a community member to be donated to FPE. Approximate value \$30.
  7. Donation of (2) gift cards to America's Best eyeglasses for \$69.95 each. Donated by community member, Howard Goldberg, to be used for any student in need of eyeglasses.
- H. **RESOLVED** that the Board of Education approve the travel and related expense reimbursement per policy. ([Attachment 11-H](#))
- I. **RESOLVED** that the Board of Education approve the parental contract for Student ID #2928299569 in the amount of \$10 per diem for the 2021-2022 school year.
- J. **RESOLVED** that the Board of Education approve the Delta Dental of New Jersey 2 year (24 month) renewal rates effective July 1, 2022 to June 30, 2024. ([Attachment 11-J](#))
- K. **RESOLVED** that the Board of Education approve the Sun Life Short-Term & Long-Term Disability 2 year (24 month) renewal rates effective July 1, 2022 to June 30, 2024. ([Attachment 11-K](#))
- L. **RESOLVED** that the Board of Education approve the Employee Benefits Brokerage & Consultancy Agreement with Conner Strong & Bucklew. ([Attachment 11-L](#))
- M. **RESOLVED** that the Board of Education approve the contract and invoice from Atlantic City Board of Education for the Reading Recovery on-going professional development in the amount of \$900.00 provided to Marie Cittadino for the 2021-2022 School Year. ([Attachment 11-M](#))

**12. FACILITIES**

- A. **RESOLVED** that the Board of Education approve the following requests for Community Use of School Property as per Board Policy #7150.

Organization/Event	Date/Time	Location
PTO / Vendor Fair	April 10, 2022 9am-5pm	GJM: Multi-Purpose Room

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Ocean Renegades Basketball / Practice	April 2022 - June 30, 2022 Thursday's 6:30pm-8:30pm	GJM: Gymnasium
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13. **TECHNOLOGY**

14. **NEW BUSINESS**

- A. Stephanie Johnson, Preschool Teacher Assistant, RCW ECC.

15. **INFORMATIONAL ITEMS**

The following items are being presented for informational purposes:

- A. Community School Financials for the month of January 2022 ([Attachment 15-A](#))  
B. Correspondence from Mr. Cole, Facilities Manager ([Attachment 15-B](#))

16. **PERSONNEL**

**UPON RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS TO APPROVE THE FOLLOWING ITEMS:**

**RESOLVED** that the Board of Education approve and/or accept the following appointment(s) upon recommendation of the Superintendent of Schools. (Appointment(s) and salaries are contingent upon verified documentation.)

A. **Resignation:**

Motions to accept the following resignations:

1. Ms. Alicia Daskalakis, P/T CPA, GJM, effective 02/25/2022.
2. Ms. Jeanne Koppenaal, P/T Special Education Paraprofessional, effective 02/17/2022.

B. **Staffing:**

1. Nicholas Gabriel, Elementary Supervisor, District, effective on or about 03/01/2022 through 06/30/2022. Salary is \$ 90,000.00 (prorated). Time accrued will go towards tenure.
2. **RESOLVED** that the Board of Education approve the resignation of Ms. Elizabeth Sember, F/T Special Education Paraprofessional, FPE, to accept the position of P/T Special Education Paraprofessional, RCW ECC, effective 02/01/2022 through 06/30/2022. Salary is +60, \$15.12/hour x 4.75 hrs/day x 180 days = \$12,928.00. (prorated). Ms. Sember will replace Ms. Matarazzo.
3. Ms. Megan McAndrews, F/T Special Education Paraprofessional, GJM, effective on or about 02/16/2022 through 06/30/2022. Salary is +60 Step 1, \$14.68/hr x

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6.5 hrs/day x 180 days= \$17,176.00 (prorated). Time accrued will not go towards tenure.

4. Ms. Amy McLain, P/T Special Education Paraprofessional, GJM, effective on or about 02/16/2022 through 06/30/2022. Salary is +30, \$15.01/hr x 4.75 hrs/day x 180 days= \$12,834.00 (prorated). Time accrued will not go towards tenure.
5. Ms. Kaitlyn Feeny, Long Term Substitute Elementary School Counselor, FPE, effective on or about 02/16/2022 through on or about 04/25/2022. Rate is \$150.00/day. Ms. Feeny will temporarily replace Mr. McGrath. Time accrued will not go towards tenure.
6. Mr. Kevin Burdge, F/T Custodian, FPE, effective on or about 02/16/2022 through 06/30/2022. Salary is \$29,805.00 (prorated) as per the LEHSSA Salary Guide. Mr. Burdge is replacing Ms. Breen. Time accrued does not go towards tenure.
7. Ms. Francine Seabridge, P/T CPA, FPE, effective on or about 02/22/2022 through 06/30/2022. Salary is \$15.00/hr x 3.5 hrs/day x 180= \$9,450.00 (prorated). Ms. Seabridge is replacing Ms. Trapani.
8. **RESOLVED** that the Board of Education approve Mr. Robert Manso, GJM, resignation as a Long Term Substitute to accept the position of Replacement Teacher, GJM effective on or about 02/16/2022 through 06/30/2022. Salary is BA, Step 1, \$61,499.00 (pending negotiations) as per the LEHTEA Salary Guide. Time accrued will go towards tenure.
9. **RESOLVED** that the Board of Education approve Mr. Ricardo Ligon, P/T CPA, FPE, resignation to accept the position of F/T Custodian, RCW ECC, effective on or about 02/16/2022 through 06/30/2022. Salary is \$29,805.00 (prorated) as per the LEHSSA Salary Guide. Mr. Ligon is replacing Ms. Reiss. Time accrued does not go towards tenure.
10. **RESOLVED** that the Board of Education approve Mr. Robert Hermes, Teacher, for the Afterschool Program, effective on or about 02/01/2022 through on or about 05/26/2022, Tuesday and Thursday, 1.5 hrs per day for 29 days, not to exceed 43.5 hours, at a rate of \$45.00 per hour, as per the sidebar agreement. This position is funded using ESSER II - Learning Acceleration Grant funds.
11. **RESOLVED** that the Board of Education approve the following staff as After School Paraprofessionals, at a rate of \$25/hour, as needed, for the 2021-2022 school year. [Attachment 16 B-11](#)

**C. Leave of Absence:**

1. Ms. Tiffany Adams-Darby, P/T CPA, GJM, is requesting an intermittent unpaid personal leave of absence, effective on or about 02/07/2022 through 06/30/2022.

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2. Ms. Karissa Reinhold, P/T CPA, GJM, is requesting an intermittent unpaid personal leave of absence, effective 02/04/2022 through 06/30/2022.
3. Ms. Diana Hitchner, P/T CPA, FPE, is requesting an intermittent unpaid personal leave of absence, effective 02/01/2022 through 06/30/2022.
4. Ms. Holly Lutz, P/T CPA, FPE, is requesting an intermittent unpaid leave of absence effective on or about 02/09/2022 through 06/30/2022.
5. Ms. Christina Sullivan, F/T Special Education Paraprofessional, GJM, is requesting a leave of absence utilizing FMLA, effective on or about 03/21/2022 through 04/08/2022. Ms. Sullivan will utilize 15 sick days in conjunction with FMLA. Beginning on or about 04/11/2022 through 09/12/2022 Ms. Sullivan will then utilize NJFLA.
6. Ms. Lori Benson, Teacher, FPE, is requesting an intermittent unpaid leave of absence utilizing NJFLA, effective on or about 02/14/2022 through 06/30/2022.

**D. Salary Adjustments/Amendments:**

**RESOLVED** that the Board of Education approve the following salary adjustments/amendments:

1. Ms. Noel Smith, School Nurse Assistant, GJM, **FROM:** LPN, \$50,000 **TO:** Registered Nurse, \$53,000 (Non-Affiliated), effective on or about 02/01/2022.
2. Ms. Melanie Mancuso, Teacher, RCW ECC, **FROM:** MA+15, Step 1, \$ 64,299.00 **TO:** MA +30, Step 1, \$65,199.00 (pending negotiations), effective on or about 09/01/2022.
3. Ms Bridget Arnold, Teacher, FPE **FROM:** BA +15, Step 11, \$71, 149.00 **TO:** MA, Step 11, \$72,174.00 (pending negotiations), effective on or about 09/01/2022.
4. Ms. Melissa Moscato, Teacher, GJM, **FROM:** BA +15, Step 4, \$63,349.00 **TO:** MA, Step 4, \$64,374.00 (pending negotiations) effective 02/01/2022.

**E. Transfers:**

NAME	POSITION	OLD PLACEMENT	NEW PLACEMENT
Katherine Katzin	F/T Special Education Paraprofessional	RCW ECC	GJM

**F. Substitutes:**

**RESOLVED** that the Board of Education approve the attached substitute Listings. [Attachment 16- F](#)

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**G. College/ Graduate Course Approval:**

**RESOLVED** that the Board of Education approve the following College/ Graduate Course Approvals as per the LEHTEA Contractual Agreement: [Attachment 16- G](#)

**H. Field Placement:**

**RESOLVED** that the Board of Education approve the field placements [Attachment 16-H](#)

**17. HIB**  
**UPON RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS**  
**TO APPROVE ITEM #18**

**RESOLVED** that the Board of Education accept the Harassment, Intimidation and Bullying reports as presented and discussed in Executive Session.

**18. POLICIES AND PROCEDURES**

- A. **RESOLVED** that the Board of Education approve the following dates for the Special Education Extended School Year Program effective 07/11/2022 through 08/12/2022. The program will be for 20 days, Monday through Thursday, from 8:00 am to 12:00 pm. The location will be held at the George J. Mitchell Elementary School.
- B. **RESOLVED** that the Board of Education approve the following dates for SPLASH (Title I Summer Program) Effective 07/11/2022 through 08/11/2022. The program will be for 20 days, Monday through Thursday, from 8:00 am to 12:00 pm. The location will be held at the George J. Mitchell Elementary School.
- C. **RESOLVED** that the Board of Education approve the attached Policies for First Reading:

**Policies for First Reading**

Policy #	Policy Title
5541	<a href="#">Anti Hazing (M)</a>
9560	<a href="#">Administration of School Surveys (M)</a>

- D. **RESOLVED** that the Board of Education approve the attached Policies for Revision:

**Policies for Revision**

Policy #	Policy Title
2415.05	<a href="#">Student Surveys, Analysis, Evaluations, Testing or</a>



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	<a href="#">Treatment (M)</a>
2431.4	<a href="#">Prevention and Treatment of Sports Related Concussions and Head Injuries (M)</a>
2622	<a href="#">Student Assessment</a>
3233	<a href="#">Political Activities</a>
7540	<a href="#">Joint Use of Facilities</a>
8465	<a href="#">Bias Crimes and Bias Related Acts (M)</a>

- E. **RESOLVED** that the Board of Education approve the attached Regulations for First Reading:

**Regulation for First Reading**

Regulation #	Regulation Title
2460.30	<a href="#">Additional Compensatory Special Education and Related Services (M)</a>
2622	<a href="#">Student Assessment (M)</a>

- F. **RESOLVED** that the Board of Education approve the attached Regulations Revision:

**Regulations for Revision**

Regulation #	Regulation Title
<b>8465</b>	<a href="#">Bias Crimes and Bias Related Acts (M)</a>
<b>2431.4</b>	<a href="#">Prevention and Treatment of Sports Related Concussions and Head Injuries (M)</a>

- G. **RESOLVED** that the Board of Education approve the following resolution:

**WHEREAS**, in the interim between the regular meeting of the Little Egg Harbor Township Board of Education held on February 15, 2022 and the next regular scheduled Board of Education meeting of March 15, 2022 the Little Egg Harbor Township Board of Education authorizes the following:

**NOW, THEREFORE**, it is agreed as follows:



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The Board authorizes the Superintendent of Schools, to conduct interviews and offer employment to prospective candidates for the 2021/2022 School Year. Said candidates will be appointed at the Regular meeting of the Little Egg Harbor Township Board of Education to be held on Tuesday March 15, 2022.

**19. INFORMATIONAL ITEMS**

The following items are being presented for informational purposes:

- Enrollment /attendance reports [Attachment 19](#)
- Fire/emergency drill reports for the month ending [Attachment 19](#)
- Health office reports for the month ending [RCW ECC GJM FPE](#)

**20. PUBLIC COMMENT**

The floor is now open to members of the public. The Board of Education recognizes the value of public comment on educational issues. The Board requests that each statement made by a participant is limited to three minutes as cited in Policy No. 0167. There is a sign-in sheet located on the podium. Please sign in before you speak.

**21. BOARD FORUM**

**22. EXECUTIVE SESSION #2 (IF NEEDED)**

**BE IT HEREBY RESOLVED BY THE LITTLE EGG HARBOR BOARD OF EDUCATION** that the Board shall enter into a closed executive session for the purpose of discussing the matters identified below: action may or may not be taken upon return to regular open session: minutes of the closed session reflecting the time, place, member present, subjects considered, action taken & vote of each member will be released as soon as there is no longer a need for privacy:

**23. ADJOURNMENT**

**BE IT HEREBY RESOLVED BY THE LITTLE EGG HARBOR BOARD OF EDUCATION**  
to adjourn at \_\_\_\_\_pm