

MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION
REGULAR MONTHLY MEETING
September 22, 2021
Meeting to be held via Virtual Platform

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Meeting Notice**
- 4. Roll Call**
- 5. Executive (Closed) Session**
- 6. Acceptance of Minutes**
- 7. School Business Administrator's Monthly Certification of Financial Status**
- 8. Monthly Certification of Financial Status**
- 9. Budget Transfers**
- 10. Payment of Bills**
- 11. Correspondence**
- 12. Information and Discussion**
- 13. Motions**
 - A. General**
 - B. Personnel**
 - C. Transportation**
- 14. Superintendent's Report**
- 15. Old Business**
- 16. New Business**
- 17. Public Comments**
- 18. Adjournment**

"The Mission of the Monmouth Ocean Educational Services Commission (MOESC) is to provide high quality, cost-effective programming and services geared to local school districts' individual and administrative needs.

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Meeting Notice:**

PURSUANT TO THE REQUIREMENTS OF STATUTE (N.J.S.A. 10:4-9 ET SEQ.), OTHERWISE KNOWN AS THE “SUNSHINE LAW,” ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED THAT THE MONMOUTH-OCEAN EDUCATIONAL SERVICES COMMISSION BOARD OF DIRECTORS WOULD BE HOLDING ITS REGULAR MEETING TODAY, WHICH SPECIFIED THE DATE, TIME AND PLACE OF ITS MEETING. SUCH NOTICE WAS PRINTED AS PART OF THE ANNUAL MEETING NOTICE REQUIREMENT OF THE LAW IN THE OFFICIAL NEWSPAPERS OF THE COMMISSION FOLLOWING THE REORGANIZATION MEETING OF THE COMMISSION. THE MEETING NOTICE HAS ALSO BEEN POSTED PUBLICLY AT DISTRICT FACILITIES, AND SENT TO ALL MEMBER DISTRICTS BY ELECTRONIC MAIL AND BY REGULAR MAIL TO THE COUNTY CLERKS OF THE COUNTY OF MONMOUTH AND THE COUNTY OF OCEAN AND ALL OTHERS ON THE COMMISSION’S NOTICE REQUEST LIST. IN SUCH NOTICE IT WAS STATED THAT ACTION MAY BE TAKEN ON ALL AGENDA ITEMS AND SUCH OTHER ITEMS THAT MAY COME BEFORE THE COMMISSION AT THAT TIME.

4. **Roll Call**

5. **Executive (Closed) Session**

Pursuant to N.J.S.A. 10:4 -12(b), the public is hereby excluded so that the Board can meet in Executive Session to discuss personnel, contract and litigation matters; and review the Executive Session Minutes from July 28, 2021. Though the Board cannot guarantee it, the estimated time in Executive Session will be approximately **30 minutes**.

6. **Acceptance of Minutes**

To accept the Minutes from: (AV)

- August 25, 2021 Regular Meeting, and;
- August 25, 2021 Executive Session.

7. **School Business Administrator’s Monthly Certification of Financial Status**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Monmouth Ocean Educational Services Commission Board of Directors accepts the Board Secretary/School Business Administrator’s Certification for the months ending June 30, 2021 and that no line item account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that funds are available for the remainder of the fiscal school year.

8. **Monthly Certification of Financial Status**

Pursuant to N.J.A.C. 6A:23A-16.10 (c) 4, the members of the Monmouth Ocean Educational Services Commission Board of Directors certify that for the month ending June 30, 2021 after review of the Report of the Secretary to the Board of Directors and upon consultation with the appropriate district officials, that to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b) and that sufficient funds are available for the remainder of the fiscal school year. (AV)

- [Board Secretary's Report 21-6](#), [Cash Report 21-6](#)

9. Budget Transfers

To approve Budget Transfers 20-21 YTD: July 1, 2020 through June 30 31, 2021 (AV)

- [Expense Account Adjustments 21-6](#)

10. Payment of Bills

To note payment of Bills and Claims paid 08/24/2021 through 09/16/2021 in the amount of \$4,610,362.61; To note payment of the 8/13/2021 payroll in the amount of \$148,765.44; employer’s share of the 8/13/2021 FICA in the amount of \$9,871.61; to note payment of the 8/31/2021 payroll in the amount of \$148,060.19; employer’s share of the 8/31/2021 FICA in the amount of \$9,818.34. (AV)

11. Correspondence

12. Information and Discussion

13. Motions

The following motions have been recommended by the Superintendent:

A. GENERAL

A1. To Approve Student Enrollment

To approve the following Student Enrollment at the Regional Achievement Academy as of August 31, 2021: 7

Transfer In: N/A

Billed To	Student ID #	Start Date
Monmouth Regional High School	2103	09/20/2021

Transfer Out: N/A

Billed To	Student ID #	End Date
NA		

A2. To Approve Field Trips

To approve the following adventure education field trips for the Regional Achievement Academy Programs for September and October 2021.

9/23/21 Rain Date 9/24/21	Kayaking ~ Seaside	Up to 20 Students	\$0.00 Gas Only
10/1/21 Rain Date 10/4/21	Disc Golf - Toms River	Up to 20 Students	\$0.00 Gas Only
10/4/21	Shoprite - Breakfast / Lunch Shopping	Up to 20 Students	\$0.00 Gas Only

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10/6/21	Shoprite - Breakfast / Lunch Shopping	Up to 20 Students	\$0.00 Gas Only
10/8/21 Rain Date 10/12/21	Fossil Hunting - Big Bend Colts Neck	Up to 20 Students	\$0.00 Gas Only
10/13/21	Shoprite - Breakfast / Lunch Shopping	Up to 20 Students	\$0.00 Gas Only
10/15/21 Rain Date 10/18/21	Fishing - Manasquan / Pt. Beach	Up to 20 Students	\$0.00 Gas Only
10/18/21	Shoprite - Breakfast / Lunch Shopping	Up to 20 Students	\$0.00 Gas Only
10/20/21	Shoprite - Breakfast / Lunch Shopping	Up to 20 Students	\$0.00 Gas Only
10/22/21 Rain Date 10/25/21	Disc Golf - Ocean	Up to 20 Students	\$0.00 Gas Only
10/25/21	Shoprite - Breakfast / Lunch Shopping	Up to 20 Students	\$0.00 Gas Only
10/27/21	Shoprite - Breakfast / Lunch Shopping	Up to 20 Students	\$0.00 Gas Only
10/29/21 Rain Date 11/1/21	Fishing	Up to 20 Students	\$0.00 Gas Only

A3. To accept and approve the HIB report for August 2021.

Number of Reports	Number of reports where HIB occurred	Status of all investigations	Nature of the bullying	Investigator's Name	Type & nature of discipline imposed	Any other measures imposed	Training conducted to reduce HIB	Programs implemented to reduce HIB
0	N/A	N/A	N/A	N/A	N/A	N/A		Positive Behavior Intervention and Supports Wyman TOPS Club

A4. To affirm the HIB Report for August 2021.

A5. To Approve Policies and Regulations

To approve the second reading of new and revised Policies and Regulations. (AV)

P 1648.11	The Road Forward Covid-19 - Health and Safety Policy 1648.11 The Road Forward Covid-19 - Health and Safety
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A6. To Approve Facility Use

To approve the facility use (gym) at 100 Tornillo Way on September 14, 2021 from 6:00 p.m. to 8:00 p.m. by the Bayshore Jointure Commission for The Shore Center's Back to School Night. (BP)

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A7. To Approve Facility Use

To approve the facility use (gym) at 100 Tornillo Way on September 21, 2021 from 8:00 a.m. to 3:00 p.m. by the Bayshore Jointure Commission for The Shore Center’s school pictures. (BP)

A8. To Approve Facility Use

To approve the facility use (soccer field and bathroom) at 100 Tornillo Way on October 16, 2021 with a rain date of October 17, 2021 from 10:00 a.m. to 3:00 p.m. by the Bayshore Jointure Commission for The Shore Center’s Family Picnic. (BP)

A9. To Approve Activities

To accept the Regional Achievement Academy’s Week of Respect activities for the week of October 6 - 10, 2021. [RAA Week of Respect Activities](#) (BP)

A10. To Approve Homeless Grant Strategic Plan Services

To approve the procurement of Strategic Plan Services for the McKinney-Vento Homeless Grant. (AV)

A11. To Accept Bid

To accept the following respondent’s unit prices for **Bid 22-11 • Nursing Agency Services revised 2021-2022 #3** from the bid opening on September 9, 2021: (AV)

Bid 22-11 • Nursing Agency Services revised 2021-2022 #3	Max Bid	Delta-T Group	General Healthcare Resources	Horizon Healthcare Staffing
Cert School Nurse or RN /Hr Public	52.00	52.00	51.95	52.00
Licensed Practical Nurse /Hr Public	37.00	37.00	-	37.00
Cert School Nurse or RN /Hr NonPublic	49.43	49.43	49.38	49.43
Licensed Practical Nurse /Hr NonPublic	36.31	36.31	-	36.31

A12. To Award Contract

To approve an award of a contract to the following respondent’s unit prices for **Bid 22-11 • Nursing Agency Services revised 2021-2022 #3** from the bid opening on September 9, 2021: (AV)

Bid 22-11 • Nursing Agency Services revised 2021-2022 #3	Max Bid	Delta-T Group	General Healthcare Resources	Horizon Healthcare Staffing
Cert School Nurse or RN /Hr Public	52.00	52.00	51.95	52.00
Licensed Practical Nurse /Hr Public	37.00	37.00	-	37.00
Cert School Nurse or RN /Hr NonPublic	49.43	49.43	49.38	49.43
Licensed Practical Nurse /Hr NonPublic	36.31	36.31	-	36.31

A13. To Accept Submission

To accept the submission of the **Student Safety Data System (SDSS)** for the 2020-2021 school year. [Confirmation of SSDS Submission](#) (BP)

A14. To Revise Fee Schedule

To approve a revised **MOESC Fee Schedule 21-22** that: [MOESC Fee Schedule 21-22 21-9-22 \(A14\)](#) (AV)

- Adds a GED Course through our New Jersey Virtual School (NJVS) for \$450.
- Adds a Home School Core Content of five (5) Comprehensive Courses for \$3,000 (a discount of \$250 from five (5) individual Comprehensive courses at \$650 each).
- Health courses for Credit Recovery (\$175) and Semester Courses (\$350) were increased to the same as other Credit Recovery (\$350) and Semester Courses (\$650).

A15. To Approve Disposal of Property

WHEREAS, the MOESC has certain items of district property that are no longer needed for school purposes; and

WHEREAS, New Jersey Statute 18A:18A-45, permits the disposal of such property upon the declaration that items are no longer needed for school purposes;

NOW THEREFORE BE IT RESOLVED, and the MOESC Board of Directors does hereby declare the items listed below as being surplus property no longer needed for school purposes;

AND BE IT FURTHER RESOLVED that the School Business Administrator is authorized to dispose of such property by sale or auction in accordance with statute. (BP)

Surplus Items:

- Ten (10) - Cubicles
- Eleven (11) - Chairs
- Three (3) - 3 Drawer Lateral File Cabinets
- Ten (10) - 2 Drawer Lateral File Cabinets
- One (1) - 2 Drawer Cabinet for Under Desk
- Eleven (11) - 3 Drawer Cabinet for Under Desk
- One (1) - Book / Binder Carousel
- Two (2) - 4 Drawer File Cabinets
- One (1) - Set of 3 Drawer Lateral File Cabinet with Top
- One (1) - 2 Door Cabinet
- One (1) - Bookcase 3' x 4'
- One (1) - Safe 18" x 18" x 18"

A16. To approve the **REVISED** job description for the “Public and Non-Public School Nurse Coordinator” [Public and Non-Public School Nurse Coordinator Job Description](#)

A17. To approve the **REVISED** job description for the “Assistant Superintendent” [Assistant Superintendent Job Description](#)

B. PERSONNEL

I recommend the Board approve/ratify the appointment of the following named individuals who constitute a careful selection and screening of applicants and are hereby recommended for an employment contract contingent upon the successful completion of their degree program, New Jersey Department of Education certification requirements, Federal NCLB Highly Qualified Teacher Requirements, a criminal history clearance and the successful completion of a medical examination as required by the Board of Education. These initial appointments may be changed as District needs develop unless otherwise stipulated.

B1. Non-Certificated Staff - To approve the following:

Name	Title	Bill To	Salary/Budget Code	Effective
Virginia Benson (New Hire)	PT Instructional Assistant IDEA	Egg Harbor Township	\$18.00/hour 20-250-100-106-211-207	10/01/2021 - 06/30/2022 (pending completion of paperwork)
Jennifer Carara (New Hire)	PT Instructional Assistant APPS	FRHSD	\$18.00/hour 70-018-100-106-210-121	09/03/2021 - 06/30/2022
Bayyinah Chandler (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/01/2021 - 06/30/2022
Yordania Cortinas (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/23/2021 - 06/30/2022 (pending completion of paperwork)
Connor Crafton-Tempel (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/09/2021 - 06/30/2022
MaryAlice Davies (New Hire)	PT Bus Aide - APPS	FRHSD	\$16.30/hour 70-018-100-106-210-121	09/13/2021 - 06/30/2022
Arcenio Rafael DeLeon (New Hire)	FT Instructional Assistant APPS	Freehold Borough	\$17.20/hour 70-018-100-106-200-120	09/09/2021 - 06/30/2022
Marie Gomez (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/20/2021 - 06/30/2022
Patricia Graga-Rasch (New Hire)	PT Bus Aide - APPS	FRHSD	\$16.30/hour 70-018-100-106-210-121	09/28/2021 - 06/30/2022 (pending completion of paperwork)
Louise Grdovic (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/24/2021 - 06/30/2022 (pending completion of paperwork)
Shannon Kearney (New Hire)	PT Instructional Assistant IDEA	Red Bank Regional	\$18.00/hour 20-250-100-106-657-162	09/16/2021 - 06/30/2022
Ryan Krug (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/23/2021 - 06/30/2022 (pending completion of paperwork)

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Shannon Majeski (New Hire)	FT Instructional Assistant APPS	FRHSD	\$17.20/hour 70-018-100-106-210-121	09/01/2021 - 06/30/2022
Catherine Munoz (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/07/2021 - 06/30/2022
Natalie Ostermann (New Hire)	FT Instructional Assistant APPS	Freehold Borough	\$17.20/hour 70-018-100-106-200-120	09/23/2021 - 06/30/2022 (pending completion of paperwork)
Kristina Parke (New Hire)	FT Instructional Assistant APPS	Freehold Borough	\$17.20/hour 70-018-100-106-200-120	09/09/2021 - 06/30/2022
Gayle Schiller (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/09/2021 - 06/30/2022
Julia Siersema (REVISED)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/07/2021 - 06/30/2022
Alycia Stumbers (New Hire)	PT Instructional Assistant APPS	Point Pleasant Beach	\$18.00/hour 70-018-100-106-590-159	09/13/2021 - 06/30/2022
Angela Torre (New Hire)	PT Instructional Assistant APPS	Point Pleasant Beach	\$18.00/hour 70-018-100-106-590-159	09/01/2021 - 06/30/2022
Nicole Van Doren (New Hire)	PT Instructional Assistant APPS	Point Pleasant Beach	\$18.00/hour 70-018-100-106-590-159	09/10/2021 - 06/30/2022
Matthew Vogel (New Hire)	FT Instructional Assistant APPS	Neptune	\$17.20/hour 70-018-100-106-520-152	09/01/2021 - 06/30/2022

B2. Certificated Staff - To approve the following:

Name	Title	Bill To	Salary/Budget Code	Effective
Amanda Cricco (REVISED)	English Teacher	RAA	BA, step 12 - \$62,260 11-213-100-101-000-071	10/25/2021 - 06/30/2022
Christopher Wiley (New Hire)	Home Instructor	MOESC	\$30.00/hour 70-150-100-101-000-036	09/01/2021 - 06/30/2022
Andrea Perrella (New Hire)	PT Teacher	Special Services	BA Hourly, step 9-10 \$39.92/hour	09/16/2021 - 06/30/2022
Maryann Adams	Math Teacher	NJVS	\$5,537/year 11-405-100-101-000-063	09/01/2021 - 06/30/2022
Erin Anders	Math Teacher	NJVS	\$5,537/year 11-405-100-101-000-063	09/01/2021 - 06/30/2022
Christine Livres	Science Teacher	NJVS	\$5,537/year 11-405-100-101-000-063	09/01/2021 - 06/30/2022
Maryann Luppens (New Hire)	French Teacher	NJVS	\$5,537/year 11-405-100-101-000-063	09/23/2021 - 06/30/2022 (pending completion of paperwork)

B3. Change In Status - To approve the following:

Name	Title	Bill To	Salary/Budget Code	Effective
Diane LaCorte	FT Instructional Assistant	From: Freehold Borough To: Manalapan Englishtown	From: \$17.20/hour 70-018-100-106-200-120 To: \$17.20/hour 70-018-100-106-410-141	09/01/2021 - 06/30/2022

B4. Resignations - To approve the following:

Name	Title	Salary	Effective
Mary Ellen Chipak	PT Instructional Assistant IDEA	\$18.00/hour	09/01/2021
Taylor Henderson	FT Instructional Assistant APPS	\$17.20/hour	09/30/2021
Randi Hinkes	FT Instructional Assistant APPS	\$17.20/hour	09/01/2021
Tina Kazymirczuk	PT Instructional Assistant APPS	\$18.00/hour	09/01/2021
Liam Olausen	PT Instructional Assistant IDEA	\$18.00/hour	09/01/2021
Jessica Palmer	FT Instructional Assistant APPS	\$17.20/hour	09/01/2021
Danielle Zingalis	FT Instructional Assistant APPS	\$17.20/hour	09/01/2021

B5. Retirements- To approve the following:

Name	Title	Salary	Effective
Christine Argyelan	Executive Secretary to the Business Administrator	\$83,468	01/01/2022

B6. To approve the REVISED Sick Leave of Absence pursuant to FMLA for **employee #4073** as follows:

From: Effective: 07/01/2021 - 09/20/2021 **employee #4073** will be paid.

To: Effective: 07/01/2021 - 10/01/2021 **employee #4073** will be paid.

B7. To approve the REVISED Maternity Leave of Absence for **employee #8407** as follows:

From: Effective: 09/13/2021 - 10/06/2021 **employee #8407** will be paid.

Effective: 10/07/2021 - 10/26/2021 **employee #8407** will be unpaid.

To: Effective: 09/13/2021 - 09/23/2021 **employee #8407** will be paid.

Effective: 09/24/2021 - 10/26/2021 **employee #8407** will be unpaid.

B8. To approve the Sick Leave of Absence for **employee #8132** as follows:

Effective: 09/01/2021 - 09/01/2021 **employee #8132** will be paid.

Effective: 09/02/2021 - 10/07/2021 **employee #8132** will be unpaid.

B9. To approve the REVISED Maternity Leave of Absence for **employee #8289** as follows:

From: Effective: 10/25/2021 - 11/24/2021 **employee #8289** will be paid.

Effective: 11/24/2021 - 12/17/2021 **employee #8289** will be unpaid.

To: Effective: 10/25/2021 - 11/12/2021 **employee #8289** will be paid.

Effective: 11/12/2021 - 12/17/2021 **employee #8289** will be unpaid.

C. TRANSPORTATION (Transportation Quotes and Bids for September 2021) (BP)

- C190-A - To Approve Quoted Routes for the 2021-2022 school year
- C190-B - To Accept Bids (Bid T-22-05) for the 2021-2022 school year
- C190-C - To Award Bids (Bid T-22-01) for the 2021-2022 school year
- C190-D - To Award Bids (Bid T-22-02) for the 2021-2022 school year
- C190-E - To Award Bids (Bid T-22-03) for the 2021-2022 school year
- C190-F - To Award Bids (Bid T-22-0) for the 2021-2022 school year

14. SUPERINTENDENT’S REPORT

A. Fire Drills/ Lock Downs District: M.O.E.S.C. Month of August, 2021 (BP)

Emergency Drill Summary

School/Building	Drill Type	Occupants Involved	Date & Time
RAA/Tornillo Way	Fire Drill	All Staff	08/04/21; Start 11:52 AM; Duration of Drill 5 minutes
RAA/Tornillo Way	Shelter In Place	All Staff	08/10/21; Start 1:08 PM; Duration of Drill 3 minutes
Administration Building	Fire Drill	All Staff	08/31/21; Start 11:39 AM; Duration of Drill 2 minutes

B. Enrollment:

B1. To note that the enrollment as of September 7, 2021 at the Regional Achievement Academy is 7 students.

Enrollment Comparison:

September 7, 2020:	8
September 7, 2021:	7

15. Old Business

16. New Business

17. Public Comments

18. Adjournment