

**SOUTH AMBOY BOARD OF EDUCATION
Organization/Business/Public Meeting Minutes
January 2, 2020 – 6:00 P.M. – Middle/High School Cafeteria**

Mr. Peter Frascella, Board Secretary called the meeting to order at 6:00pm.

Mr. Frascella, Board Secretary called the roll:

Present: Mr. Conrad, Mr. Dragotta, Ms. Kasics, Mrs. Taggart, Mr. Walsh

Absent: None

Also Present: Jorge Diaz, Superintendent; Mr. Frascella, Business Administrator/Board Secretary; Mr. Silvestro, Attorney

Mr. Frascella read the following Open Public Meeting Act Statement: The New Jersey Open Public Meeting Law was enacted to insure the right 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 compliance with the Open Public Meeting Law, the South Amboy Board of Education has caused notice of this meeting setting forth the time, date, and location to be submitted for publication to the Home News Tribune and posted at the Board Office, Middle/High School, Elementary School, City Hall, Library and Senior Citizens Center Bulletin Boards at least 48 hours in advance of this meeting. Members of the public who wish to address the Board will be given the opportunity before the Board adjourns for the evening.

Mr. Frascella led all assembled in the Pledge of Allegiance.

Public Comment – Councilman Reilly announced that the Friends of South Amboy Charity Basketball Event had its biggest year ever and thanked the Board for their support and cooperation.

Motion by Mr. Conrad, seconded by Mrs. Taggart to appoint Mr. Peter Frascella, Board Secretary as the temporary chair of the South Amboy Board of Education. Motion carried by unanimous voice vote.

Mr. Frascella reported the official results of the November 5, 2019 election as follows:

Mr. Albarran was elected to a 3-year term:	506 votes
Mrs. McLaughlin was elected to a 3-year term:	625 votes
Ms. Conway was elected to a 3-year term:	548 votes

Mr. Frascella administered the Oath of Office to the following newly elected Board Members:

1. Mrs. McLaughlin
2. Ms. Conway
3. Mr. Albarran

Motion by Mr. Conrad seconded by Mr. Dragotta to accept the official election results of November 5, 2019.

Ayes: Conrad, Dragotta, Kasics, Taggart, Walsh

Nays: None

Abstention: None

Absent: Gonzalez

Mr. Frascella called for nominations for Board President for the 2020 year.

Mr. Dragotta nominated Mr. Conrad for Board President.

Hearing no further nominations, a motion was made by Mrs. Taggart and seconded by Mr. Walsh to close nominations for Board President. Motion Carried by unanimous voice vote.

Motion by Mrs. Kasics, second by Mr. Dragotta to elect Mr. Conrad Board President.

Mr. Conrad was elected Board President by the following roll call:

Ayes: Albarran, Conrad, Conway, Dragotta, Kasics, McLaughlin, Taggart, Walsh
 Nays: None
 Abstention: None
 Absent: Gonzalez

Mr. Conrad, Board President, took over as chairperson of the South Amboy Board of Education and called for nominations for Board Vice-President for the 2020 year.

Mr. Dragotta nominated Ms. Kasics for Board Vice-President.

Hearing no further nominations, a motion was made by Ms. Taggart and seconded by Ms. Kasics to close nominations for Board Vice-President. Motion carried by unanimous voice vote.

Motion was made by Ms. Taggart, second by Mr. Dragotta to elect Mrs. Kasics as the Vice-President.

Ms. Kasics was elected Board Vice-President by the following roll call:

Ayes: Albarran, Conrad, Conway, Dragotta, Kasics, McLaughlin, Taggart, Walsh
 Nays: None
 Abstention: None
 Absent: Gonzalez

Motion by Mr. Conrad, seconded by Ms. Taggart accept the Motions and/or Resolutions as recommended by the Superintendent and/or Business Administrator/Board Secretary outlined in Numbers 1 through 18 from January 2, 2020 until the date of the next Organization Meeting:

- 1.** Approve the adoption of the most current edition of Roberts Rules of Order as the official guide of parliamentary procedure governing all actions of this Board except in those instances where those provisions may conflict with any of the established rules under NJ State Law, administrative code, or Board Policy.
- 2.** Approve the adoption of the New Jersey School Board Member Code of Ethics. (All Board Members sign acknowledgment of receipt). (Attachment A)
- 3.** Approve that all current written policies, by-laws and rules/regulations in the official Policy Manual of the South Amboy School District be readopted unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules and regulations.
- 4.** Approve that all written curriculum, courses, textbooks, workbooks and ancillary materials of the District be adopted, unless modified upon recommendation of the Superintendent.
- 5.** Approve that all present handbooks be continued in effect until modified upon the recommendation of the Superintendent.
- 6.** Approve the emergency procedures described in the official South Amboy School District Emergency Management Plan as recommended by the Superintendent.
- 7.** Approve the adoption of The Uniform Minimum Chart of Accounts for NJ Public Schools issued by the State of NJ Department of Education, Division of Finance.

- 8. **WHEREAS**, Chapter 231 of the Public Laws of NJ (1975) known as the "Open Public Meetings Act" requires notification of meetings of public bodies, as therein defined, in the manner therein set forth, now therefore be it
RESOLVED: that for purposes of compliance with the Open Public Meetings Act, the South Amboy Board of Education hereby makes the following designations:
 - a. The Home News Tribune and The Star-Ledger are hereby designated as the two newspapers to receive notification of meetings as required by any and all sections of the Open Public Meetings Act, it appearing that these newspapers are most likely to inform the local public of such meetings and meet the requirements of the statute.
 - b. The locations for posting of notice of meetings shall be the bulletin boards in the City of South Amboy Clerk's office, South Amboy Board of Education Office, South Amboy Elementary School, South Amboy Middle/High School, South Amboy Library, and Senior Citizen Center.
- 9. Approve, as provided by N.J.S.A 18A:22-8.1 amended, that the School Business Administrator/Board Secretary or the Superintendent be designated to approve such line item budget transfers, as necessary, between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.
- 10. **RESOLVED** that the following Financial Institutions be designated as approved depositories for the South Amboy School District funds and that the Financial Institutions be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

Amboy National Bank

AND BE IT FURTHER RESOLVED that the following warrant signatures be approved:

Account	# of Signatures required	Board President	Board Secretary	Superintendent	Org. / Athletic Custodian
General Fund	3	X	X	X	
Payroll – Salary	2		X	X	
Payroll – Agency	2		X	X	
Summer Savings	2		X	X	
Unemployment Trust	2		X	X	
Cafeteria	2		X	X	
Organization	2		X		X
Athletic	2		X		X
Capital/Investment Accounts	3	X	X	X	
Scholarship Accounts	2		X	X	
FSA / DCA Account	2		X	X	

- 11. **RESOLVED** that Peter Frascella, Business Administrator/Board Secretary is authorized to award contracts up to \$40,000 under the competitive bid laws and to solicit and award quoted contracts up to the quote threshold of \$6,000.00 as he holds certification as a Qualified Purchasing Agent (QPA).
- 12. Authorize the Business Administrator/Board Secretary to issue warrants (checks) for the payment of bills between Board Meetings and to confirm such payments on the next bill list to be approved at the next regular Board Meeting.
- 13. **RESOLVED** that the South Amboy Board of Education hereby establishes a photocopy fee of .05 cents per page for all public documents.
- 14. Approve the following annual appointments/reappointments of Board Officials: (no additional

compensation is given for these appointments)

<i>Position</i>	<i>Title</i>	<i>Comment</i>
AHERA Coordinator	Supervisor, Buildings & Grounds	
Affirmative Action Officer	Director of Curriculum/Pupil Personnel Services	P.L. 1975, c.127
Custodian of Records	Board Secretary/Business Admin.	O.P.R.A. Compliance
Free/Reduced Lunch Hearing Officer	Superintendent	
Fund Commissioner (SAIF)	Board Secretary/Business Admin.	
Haz-Com (Right To Know) Coordinator	Board Secretary/Business Admin.	
Health, Safety & Chemical Hygiene Officer	School Nurse(s)	
Homeless Liaison	Director of Curriculum/Pupil Personnel Services	
Indoor Air Quality Coordinator	Supervisor, Buildings & Grounds	
Integrated Pest Management Coordinator	Supervisor, Buildings & Grounds	
Investment Officer	Board Secretary/Business Admin.	
Issuing Officer for Working Papers	MHS Principal	
Public Agency Compliance Officer	Board Secretary/Business Admin.	
Purchasing Agent	Board Secretary/Business Admin.	
Recycling Coordinator	Supervisor, Buildings & Grounds	
Representative to County E.S.C.	Superintendent	
Risk Management Officer	Board Secretary/Business Admin.	
Section 504/ADA Compliance Officer	Director of Curriculum/Pupil Personnel Services	

15. Approve the following Tax Shelter Annuity Companies and/or Brokers:

- AIG Retirement (Valic)
- AXA Equitable
- Compass Capital Management (OFI Trust Company)
- ING (ING Life Insurance & Annuity Company)
- Lincoln Investments
- MG Trust Company
- Siracusa Benefits Program (SBP TD Bank Depository Account)
- Mass Mutual
- National Life Group

16. Approve the following Disability Insurance Plans:

- AFLAC
- Prudential

17. Approve the following Indemnity Insurance Plans:

- AFLAC
- Prudential

18. APPROVE ANNUAL MEETING SCHEDULE

The Board of Education approves the 2020 Annual Meeting Schedule as follows:

January, 2020

02 Business/Public/Reorganization
27 Business/Public

August, 2020

24 Business/Public

February, 2020

24 Business/Public

September, 2020

28 Business/Public

March, 2020

16 Business/Public

October, 2020

26 Business/Public

April, 2020

27 Business/Public/Budget Hearing

November, 2020

30 Business/Public

May, 2020

18 Business/Public

December, 2020

21 Business/Public

June, 2020

22 Business/Public

January, 2021

04 Business/Public/Reorganization

July, 2020

27 Business/Public

Ayes: Albarran, Conrad, Conway, Dragotta, Kasics, McLaughlin, Taggart, Walsh
Nays: None
Abstention: None
Absent: Gonzalez

PERSONNEL

1. APPROVE/RESIGNATION/MS GIRLS BASKETBALL

That the Board of Education approves the resignation of Emily Mitchell as the MS Basketball Coach effective December 17, 2019

2. APPROVE/MS GIRLS BASKETBALL COACH/2019-2020 SCHOOL YEAR

That the Board of Education approves the appointment of Darci Carnevale as the head coach of the MS> Girls Basketball team for the 2019-2020 school year as recommended by the Superintendent. The stipend for the position will be in accordance with the negotiated agreement between the Board of Education and the South Amboy Education Association. Employment is contingent upon completion of the Criminal History Background Check (Policy #4111/4211) and submission of appropriate coaching certifications.

A motion was made by Mr. Conrad and seconded by Mr. Walsh to approve motions One through Two of the Personnel section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

Ayes: Albarran, Conrad, Conway, Dragotta, Kasics, McLaughlin, Taggart, Walsh
Nays: None
Abstention: None

Absent: Gonzalez

A. STUDENT REPRESENTATIVE COMMENTS

N/A

B. BOARD OF EDUCATION COMMENTS

Mr. Diaz – Congratulated all those elected and discussed and acknowledged all Board Members for Board appreciation month.

Mr. Conrad – Welcomed those elected and wished everyone a happy and prosperous 2020.

C. PUBLIC COMMENTS

N/A

D. ADJOURNMENT

A motion by Mrs. Taggart and seconded by Mr. Walsh that there being no further business the meeting be adjourned at 6:20. Motion passed by unanimous voice vote.

Respectfully submitted,

Peter T. Frascella

Business Administrator/Board Secretary