

**SOUTH AMBOY BOARD OF EDUCATION  
Business/Public Meeting Minutes  
January 27, 2020 – 6:00 P.M. – Middle/High School Cafeteria**

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**Mr. Conrad, Board President called the meeting to order at 6:00 pm.**

**Mr. Frascella, called the roll:**

Present: Mr. Albarran, Mr. Conrad, Ms. Conway, Mr. Dragotta Ms. Gonzalez, Ms. Kasics, Ms. McLaughlin, Mrs. Taggart, Mr. Walsh  
Absent: None  
Also Present: Peter Frascella, Board Secretary; Jorge E. Diaz, Superintendent; Mr. Silvestro, Board Attorney, Mr. Pena, Student Representative

On a motion by Mr. Conrad and seconded by Mrs. Taggart that the Board adjourned into Closed Session at 6:02 pm. Motion carried by unanimous voice vote.

**Mr. Frascella read the following Closed Session Notice:**

**BE IT RESOLVED**, pursuant to the Sunshine Act, N.J.S. 10:4-12 and 13, the South Amboy Board of Education will now meet in closed session to discuss items falling under Attorney/Client Privilege, Student Related Matters, Personnel Matters, and negotiations.

The aforesaid subjects are within the exemptions permitted to be discussed in closed session in accordance with N.J.S.A. 10:4-13. Information regarding the Board's closed session discussion will be disclosed to the public as soon as the need for confidentiality no longer exists. The Board will reconvene in public session at the conclusion of the closed session in approximately 30 minutes.

On a motion by Mr. Conrad and seconded by Mrs. Taggart that the Board reconvened into the public portion of the meeting at 7:05 pm. Motion carried by unanimous voice vote.

**Mr. Frascella read the following Public Notice:**

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. Conrad led all assembled in the Flag Salute.**

**Presentation**

**2018-2019 SCHOOL YEAR AUDIT REPORT**

Robert Allison, CPA, RMA, PSA  
Audit Firm of Holman Frenia Allison PC

**Review/Comment/Approval of Agenda Items (Committee Chairs)**

**MINUTES**

Motion Mr. Conrad and seconded by Mrs. Kasics to accept the minutes of the following meetings as submitted:

December 16, 2019	Business-Public Meeting
December 16, 2019	Closed Session/Business Meeting
January 2, 2020	Business-Public/Reorganization Meeting

Ayes: Albarran, Conrad, Conway, Dragotta, Gonzalez, Kasics, McLaughlin, Taggart, Walsh  
 Nays: None  
 Abstention: Albarran (12/16), Dragotta (12/16), Gonzalez (1/2)  
 Absent: None

**EDUCATION & CURRICULUM**

**1. STUDENT TEACHER FIELD EXPERIENCE PLACEMENT/2019-2020 SCHOOL YEAR**

That the Board of Education approves the following student teacher field experience placement for the 2019-2020 school year as recommended by the Superintendent:

Student Name	College	Cooperating Teacher	Subject	Location	Dates
Kayla Metz	Middlesex County College	Betsy Doherty	English	HS	Spring 2020

**2. SOUTH AMBOY PUBLIC SCHOOLS NURSING SERVICES PLAN/2018-2019 SCHOOL YEAR**

That the Board of Education approves the following South Amboy Public Schools Nursing Services Plan 2018-2019 N.J.A.C. 6A:16-2

**3. APPROVE/EXTRACURRICULAR ACTIVITY/ARMY STAR PROGRAM/CLUB**

That the Board of Education approves the creation of a new student extracurricular activity, Army STAR Program/Club, as presented, and as recommended by the Superintendent.

**Board Discussion:**

None

**Public Comment:**

None

A motion was made by Mrs. Conway and seconded by Mrs. Kasics to approve motions One through Three of the Education and Curriculum section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

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

**PERSONNEL**

**1. ATHLETIC POSITIONS/2019-2020 SCHOOL YEAR**

That the Board of Education approves the appointment of the following individuals to Athletic positions for the 2019-2020 school year as recommended by the Superintendent. The stipend for these positions will be in accordance with the negotiated agreement between the Board of Education and the South Amboy Education Association:

- Boys Baseball Coach (Varsity) Dan Poulsen
- Boys Baseball Coach (Middle School) Brian Truchan
- Boys Baseball Varsity Assistant Coach Justin Hornlein
- Boys Tennis (Varsity) Tony Gonsalves
- Girls Softball Coach (Varsity) Lindsay Durant
- Girls Softball Varsity Assistant Coach Cheryl Anderson
- Spring Track Anthony Mecca

**2. MATERNITY/CHILD REARING LEAVE OF ABSENCE/NICOLE DOWNS**

That the Board of Education approves the maternity/child rearing leave of absence request of Nicole Downs, Teacher at the Elementary School, for a period from March 16, 2020 through June 18, 2020 in accordance with Article XVI., Paragraph B., of the collective bargaining agreement between the Board and the South Amboy Education Association. Ms. Downs’s unpaid leave shall commence following her exhaustion of her allowable accrued paid leave. Ms. Downs’s unpaid leave days will be counted against her entitlement to unpaid leave pursuant to the Family and Medical Leave Act of 1993, 29 U.S.C. §2601 et seq., and the New Jersey Family Leave Act, N.J.S.A. 34:11B-1 et seq., as appropriate and as recommended by the Superintendent.

**3. RETIREMENT/BEVERLY CONNORS**

That the Board of Education approves the retirement of Beverly Connors, Paraprofessional, effective June 30, 2020, with sincere appreciation for her years of dedicated service to our district as recommended by the Superintendent.

**4. RETIREMENT/DEBORAH RUTKOWSKI**

That the Board of Education approves the retirement of Deborah Rutkowski, Paraprofessional, effective June 30, 2020, with sincere appreciation for her years of dedicated service to our district as recommended by the Superintendent.

**5. PART TIME BUS PARA/SUBSTITUTE/2019-2020 SCHOOL YEAR**

That the Board of Education approves the appointment of the following individuals as part time Bus Paraprofessional or Substitute Bus Paraprofessional on an as needed basis for the 2019-2020 school year as recommended by the Superintendent. This will be in addition to their regular duties:

- Bus PARA Joan Crowley
- Substitute Bus PARA Evelyn Gonzalez

**6. APPROVE/SUBSTITUTE HOMEWORK CLUB ADVISOR**

That the Board of Education approves the appointment of the following individual to a Substitute Homework Club Advisor the Elementary school for the 2019-2020 school year as recommended by the Superintendent.

- Nicole Patterson

**7. APPROVE/SUBSTITUTE TEACHER/2019-2020 SCHOOL YEAR**

That the Board of Education approves the following substitute teacher, for the 2019-2020 school year as recommended by the Superintendent.

- Megan Dixon \$85.00 Daily Rate, Per Diem

**8. APPROVE CONTRACT/CHIEF SCHOOL ADMINISTRATOR/JORGE E. DIAZ**

That the Board of Education approves the employment contract with Jorge E. Diaz, Chief School Administrator, effective July 1, 2020 through June 30, 2024, as per negotiated agreement and as approved by the Executive County Superintendent.

**9. APPROVE/DEGREE DIFFERENTIAL/GABRIELLE ZOMRO**

That the Board of Education approves the degree differential for Gabrielle Zomro, moving from salary step BA Step 7 (\$60,912.00) to MA Step 7 (\$64,112.00) prorated as of January 3, 2020, and as recommended by the Superintendent.

**10. SIDEBAR AGREEMENT/SOUTH AMBOY EDUCATION ASSOCIATION**

That the Board of Education adopt the Sidebar Agreement between the South Amboy Board of Education and the South Amboy Education Association regarding a waiver of the notice requirement or retirement for severance eligibility. (Copy of the agreement is available at the Board Office)

**11. ARMY STAR CLUB ADVISOR/2019-2020 SCHOOL YEAR**

That the Board of Education approves the appointment of Linda Lewis as the Army STAR Club Advisor for the 2019-2020 school year as recommended by the Superintendent. The stipend for this position is \$2,000(prorated from the club start date to the club end date).

A motion was made by Mrs. McLaughlin and seconded by Mrs. Gonzalez to postpone voting on Motion 8 until the next Board Meeting.

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

A motion was made by Mr. Conrad and seconded by Mrs. McLaughlin to postpone voting on Motion 8 until the end of the meeting.

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

**Public Comment**

Brian Murphy – Asked about JV baseball team and coach for the upcoming spring.

A motion was made by Mrs. McLaughlin and seconded by Mrs. Gonzalez to approve motions One through Seven and Nine through Eleven of the Personnel section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

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

**OTHER MOTION**

**1. ACCEPTANCE OF HARASSMENT, INTIMIDATION & BULLYING (HIB) INCIDENT REPORT/JANUARY 2020**

That the Board of Education accepts the Harassment, Intimidation & Bullying (HIB) Incident Report for HIB incidents reported to the Board of Education on January 27, 2020. (Attachment A)

**Board Comment**

Mr. Conrad – Question on HIB data being high at the Elementary School in comparison to last year.

A motion was made by Mrs. Taggart and seconded by Mr. Walsh to approve motions One of the HIB Report of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

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

**BUDGET AND FINANCE**

**1. BUDGETARY TRANSFERS**

The Board of Education approves the attached transfers for December 2019 in conjunction with the requirements of N.J.S.A. 18A:22-8-1 and N.J.A.C. 6A:23A-16.10. (Attachment B)

**2. EXPENDITURES FOR 1/03/2020-01/27/2020** (Attachment C)

The Board of Education approves the following expenditures for 01/03/20-01/27/20

<b>Bills For</b>	<b>Amount</b>
Regular Bills	706,254.62
12/15/19 Payroll	512,981.47
12/30/19 Payroll	465,298.88
<b>TOTAL</b>	<b>\$1,684,534.97</b>
December Agency	430,593.22

**3. ACCEPT THE SECRETARY AND TREASURER REPORT – DECEMBER 2019** (Attachment D)

BE IT RESOLVED that the South Amboy Board Secretary, pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, does hereby certify that as of the date of the reports, no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10 (a); the monthly financial reports of the Secretary and the Treasurer; and further recommends, in compliance with N.J.A.C. 6A:23A-16.10 (c) 4, that the Board of Education certifies that no major account has been over expended in violation of N.J.A.C. 6A:23A-16.10 (b), and that as of this report sufficient funds are available to meet the District’s financial obligations for the remainder of the year.

**4. ACCEPT THE DECEMBER 2019 ORGANIZATIONAL FUND BALANCES**

The Board of Education accepts the attached December 2019 Organizational Fund Balances. (Attachment E)

**5. ACCEPT THE DECEMBER 2019 ATHLETIC FUND BALANCES**

The Board of Education accepts the attached December 2019 Athletic Fund Balances. (Attachment F)

**6. APPROVE TRAVEL AND REIMBURSEMENT**

The Board of Education approves the following under the “Travel and Reimbursement Policy” of the South Amboy - Board of Education as recommended by the Superintendent of Schools:

<b>Staff/Board Member</b>	<b>Program Date</b>	<b>Program Title or Event</b>	<b>Fees</b>	<b>GAAP Account</b>
Sheri Kemprowski	March 23-25, 2020	NJ School Buildings & Grounds Convention	No Registration Fee	
E. Lorraine Cotter	February 21, 2020	NJMEA – Music Educators Annual Conference	\$170	11-000-223-320-09-45-00-060
Dr. Christine Robbins	February 14, 2020	Social Emotional Learning Conference	\$199	11-000-222-300-01-13-00-030

**7. FIELD TRIP REQUESTS**

The Board of Education approves the attached field trip requests for the 2019-2020 school year as recommended by the Superintendent. (Attachment G)

**Trip # MHS-20017-20023**

**Trip # ES-20006-20010**

**8. APPROVE TUITION CONTRACT FOR 2019-2020 – E.S.C.N.J. – CENTER FOR LIFELONG LEARNING**

The Board of Education approves tuition contract between the South Amboy Board of Education and E.S.C.N.J. – Center for Lifelong Learning for student #2071824620 for the period November 18, 2019 – June 30, 2020 for \$42,255. (Copy of contract is on file in the Board Office).

**9. ACCEPTANCE OF THE 2018-2019 COMPREHENSIVE ANNUAL FINANCIAL REPORT**

That the Board of Education accepts the 2018-2019 Comprehensive Annual Financial Report and noted there were no audit recommendations for the 2018-2019 audit.

A motion was made by Ms. Gonzalez and seconded by Mr. Walsh to approve motions One through Nine of the Budget and Finance section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

Ayes: Albarran, Conrad, Conway, Dragotta, Gonzalez, Kasics, McLaughlin, Taggart, Walsh

Nays: None

Abstention: Dragotta (Motion 2 - Check #4146), Kasics (Motion 5)

Absent: None

**A. STUDENT REPRESENTATIVE REPORT**

Mr. Pena – Discussed student lunch survey, biliteracy exams, Consumer Bowl Team coming in 2<sup>nd</sup> in the County.

**B. BOARD OF EDUCATION COMMENTS**

Mr. Diaz – Discussed teachers and ESPs of the year at both schools. He also discussed the swim meet results.

Ms. McLaughlin – Asked that the Homework Policy be reviewed for compliance and asked about grants.

Mr. Walsh – Discussed Passology Night and thanked Dr. McCabe for his help.

**C. PUBLIC COMMENTS**

Brian Murphy – Asked about the progress on the cafeteria at the Elementary School and asked the district to look at using the County Fields for M.S. Baseball. He also told everyone to make sure they get their tickets to Shrek.

On a motion by Mr. Conrad and seconded by Mr. Walsh that the Board adjourned into Closed Session at 8:00 pm. Motion carried by unanimous voice vote.

**Mr. Frascella read the following Closed Session Notice:**

**BE IT RESOLVED**, pursuant to the Sunshine Act, N.J.S. 10:4-12 and 13, the South Amboy Board of Education will now meet in closed session to discuss items falling under Attorney/Client Privilege, Student Related Matters, Personnel Matters, and negotiations.

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On a motion by Mr. Dragotta and seconded by Mrs. Taggart that the Board reconvened into the public portion of the meeting at 8:55 pm. Motion carried by unanimous voice vote.

**PERSONNEL (Continued)**

**8. APPROVE CONTRACT/CHIEF SCHOOL ADMINISTRATOR/JORGE E. DIAZ**

That the Board of Education approves the employment contract with Jorge E. Diaz, Chief School Administrator, effective July 1, 2020 through June 30, 2024, as per negotiated agreement and as approved by the Executive County Superintendent.

**D. ADJOURNMENT**

A motion by Anthony and seconded by Mr. Walsh there being no further business the meeting be adjourned at 7:30pm. Motion carried by unanimous voice vote.

A motion was made by Mr. Conrad and seconded by Mr. Dragotta to approve motion Eight of the Personnel section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

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

Respectfully submitted,

*Peter Frascella*

Business Administrator/Board Secretary