

**SOUTH AMBOY BOARD OF EDUCATION**  
**Business/Public Meeting Agenda July 26, 2021 – 6:00 p.m.**  
**(open Meeting & immediately go into Executive/Closed Session)**  
**Public Meeting Agenda begins at approximately 6:30 P.M.**  
**Virtual Meeting: (Call 732-447-9901, then enter the access code 826077)**

---

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

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

Present: Mr. Albarran, Mr. Conrad, Ms. Conway, Mr. Dragotta, Mrs. Guthrie (7:00 pm), Ms. Kasics, Mrs. Taggart, Mr. Walsh

Absent: Mr. Murphy

Also Present: Peter Frascella, Board Secretary; Jorge E. Diaz, Superintendent; Mr. Silvestro, Board Attorney; Ms. Whiteley, Student Representative

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

**Mr. Silvestro 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 Mr. Walsh that the Board reconvened into the public portion of the meeting at 6:30 pm. Motion carried by unanimous voice vote.

**Mr. Silvestro 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. Walsh led all assembled in the Flag Salute.**

**MINUTES**

**1. ACCEPTANCE OF MINUTES**

June 21, 2021

Special Session CSA Evaluation ([Attachment](#))

June 21, 2021

Closed Session

June 28, 2021

Business-Public Meeting ([Attachment](#))

June 28, 2021

Closed Session/Business Meeting

**EDUCATION & CURRICULUM ITEMS & REPORT (Joan Conway)**

- 2. DISTRICT PROFESSIONAL DEVELOPMENT PLAN/2021-2022 SCHOOL YEAR**  
That the Board of Education approves the [District Professional Development Plan](#) for the 2021-2022 school year as recommended by the Superintendent.
  
- 4. ELEMENTARY SCHOOL PROFESSIONAL DEVELOPMENT PLAN/2021-2022 SCHOOL YEAR**  
That the Board of Education approves the [Elementary School Professional Development Plan](#) for the 2021-2022 school year as recommended by the Superintendent.
  
- 5. MIDDLE HIGH SCHOOL PROFESSIONAL DEVELOPMENT PLAN/2021-2022 SCHOOL YEAR**  
That the Board of Education approves the [Middle High School Professional Development Plan](#) for the 2021-2022 school year as recommended by the Superintendent.
  
- 6. DISTRICT MENTORING PLAN/2021-2022 SCHOOL YEAR**  
That the Board of Education approves the [District Mentoring Plan](#) for the 2021-2022 school year as recommended by the Superintendent.
  
- 7. STAFF AND ADMINISTRATOR EVALUATION RUBRICS**  
That the Board of Education approves the Stronge Teacher and Leader Effectiveness Performance Evaluation rubrics for the 2021-2022 school year as recommended by the Superintendent.

**POLICY ITEMS & REPORT (Rafael Albarran)**

No items

**PERSONNEL (Lynn Kasics)**

- 8. APPROVE/CURRICULUM REVISION/2021-2022 SCHOOL YEAR**  
That the Board of Education approves the following staff member to revise the curriculum guides listed for the 2021-2022 school year, as recommended by the Superintendent.
  - Art Curriculum K-2 Georgann Tice
  - Art Curriculum 3-5 Georgann Tice
  
- 9. APPROVE/UNPAID LEAVE OF ABSENCE/NICOLE DOWNS**  
That the Board of Education approves the unpaid leave of absence for Nicole Downs, Teacher at the Elementary School, effective September 1, 2021 until November 25, 2021, as recommended by the Superintendent.
  
- 10. APPROVE/RESIGNATION/CHELSEA RUSSELL**

That the Board of Education approves the resignation of Chelsea Russell, Middle High School Paraprofessional, effective August 31, 2021.

**11. APPROVE/PART-TIME PARAPROFESSIONAL/CLARA LEWIS**

That the Board of Education approves the employment of Clara Lewis as a Part-Time Paraprofessional in the Middle High School for the 2021-2022 school year effective September 1, 2021 until June 30, 2022 as recommended by the Superintendent. Her salary (Step 2), with no benefits, will be as reflected in 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 Physicals for Employees (Policy #4212.4).

**12. APPROVE/SUBSTITUTE TEACHER/2021-2022 SCHOOL YEAR**

That the Board of Education approves the following substitute teachers, for the 2021-2022 school year as recommended by the Superintendent.

- Rachel Gallo \$100.00 Daily Rate, Per Diem

**13. APPROVE/PRESCHOOL TEACHER/REBECCA DEPRETA**

That the Board of Education approves the employment of Rebecca Depreta as a PreSchool Teacher in the Elementary School for the 2021-2022 school year effective September 1, 2021 until June 30, 2022 as recommended by the Superintendent. Her salary (MA, Step 1), with benefits, will be as reflected in 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 Physicals for Employees (Policy #4212.4).

**14. APPROVE/SPECIAL EDUCATION TEACHER/BRITTANY MURRAY**

That the Board of Education approves the employment of Brittany Murray as a Special Education Teacher in the Elementary School for the 2021-2022 school year effective September 1, 2021 until June 30, 2022 as recommended by the Superintendent. Her salary (BA, Step 2), with benefits, will be as reflected in 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 Physicals for Employees (Policy #4212.4).

**15. APPROVE/PART TIME SECRETARY/TABATHA NOBLE**

That the Board of Education approves the employment of Tabatha Noble as a Part-Time Secretary in the Business Office for the 2021-2022 school year as recommended by the Superintendent. Her hourly rate of pay is \$25.00, without benefits. Employment is contingent upon completion of the Criminal Background Check (Policy#4211) and Physicals for Employees (Policy#4212.4).

**16. APPROVE/TEACHER TRANSFER/2021-2022 SCHOOL YEAR/SHAINA MENTZEL**

That the Board of Education approves the transfer of Shaina Mentzel from Elementary Special Education Teacher to Middle School Math Special Education Teacher effective September 1, 2021 until June 30, 2022 as recommended by the Superintendent.

**17. APPROVE SUPERINTENDENT MERIT GOAL ACHIEVEMENT/2020-21**

WHEREAS, the South Amboy Board of Education ("the Board") approved Merit Goals for the Superintendent for the 2020-2021 school year consisting of two (2) qualitative merit goals and three (3) quantitative merit goals (collectively referred to as the "Merit Goals") and submitted the Merit Goals to the Executive County Superintendent for approval in accordance with the provisions of N.J.A.C . 6A:23 A-3.1; and

WHEREAS, upon the continued evaluation of the Superintendent's performance, the Board has determined that to date, the Superintendent has achieved the following:

- Qualitative Goal #1 (Alumni Engagement - Portal) Fully Achieved
- Qualitative Goal #2 (District Mobile App) Fully Achieved
- Quantitative Goal #1 (Naviance) Fully Achieved
- Quantitative Goal #2 (New Teacher Academy) Fully Achieved
- Quantitative Goal #3 (Parent Pro Academy) Fully Achieved

thereby entitling the Superintendent to merit pay of 14.99% of his annual salary,

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby certifies that the Superintendent, Jorge E. Diaz, has fully achieved (2) Qualitative Goals and fully achieved three (3) Quantitative merit goals for 2020-2021 and requests approval from the Executive County Superintendent for payment.

**BUDGET AND FINANCE ITEMS & REPORT (Anthony Conrad)**

**18. BUDGETARY TRANSFERS ([Attachment A](#))**

The Board of Education approves the attached transfers for June 2021 in conjunction with the requirements of N.J.S.A. 18A:22-8-1 and N.J.A.C. 6A:23A-16.10.

**19. EXPENDITURES FOR 06/29/21 - 07/26/21 ([Attachment B](#))**

The Board of Education approves the following expenditures for 06/29/2021-07/26/2021

<b>South Amboy Board of Education Expenditures 06/29/21-07/26/2021</b>	
<b>Bills For</b>	<b>Amount</b>
Regular Bills 20-21	275,453.08
Regular Bills 21-22	231,026.43
06/15/21 Payroll	577,763.64
06/18/21 Payroll	372,279.34
06/30/21 Payroll	112,084.32
<b>TOTAL</b>	<b>\$ 1,568,606.81</b>
June Agency	530,339.82

**20. ACCEPT THE SECRETARY AND TREASURER REPORT – JUNE 2021 ([Attachment C](#))**

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-1.10 (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.

**21. ACCEPT THE JUNE 2021 ORGANIZATIONAL FUND BALANCES (Attachment D)**

The Board of Education accepts the attached JUNE 2021 Organizational Fund Balances.

**22. ACCEPT THE JUNE 2021 ATHLETIC FUND BALANCES (Attachment E)**

The Board of Education accepts the attached JUNE 2021 Athletic Fund Balances.

**23. APPROVE PROFESSIONAL DEVELOPMENT, TRAVEL AND REIMBURSEMENT**

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

Staff/Board Member	Program Date	Program Title or Event	Fees	GAAP Account
M. Buchanan, C. Robbins, M. Gurczeski, P. McCabe & F. Zalocki	7/20/21	Stronge & Associates IRR Training	\$195/Each	20-270-200-300-01-00-00-060
S. Dunphy	8/30/21	Stronge & Associates IRR Training	\$195	20-270-200-300-01-00-00-060

**24. ACCEPTANCE OF 2021-2022 TUITION CONTRACT - PISCATAWAY TOWNSHIP SCHOOLS**

That the Board of Education approves the 2021-22 tuition contract from Piscataway Township Schools for student #5535140590 from September 2, 2021 to June 30, 2022 in the amount of \$30,479.

**25. ACCEPTANCE OF 2021-2022 TUITION CONTRACT - BONNIE BRAE SCHOOL**

That the Board of Education approves the 2021-22 tuition contract from Bonnie Brae Schools for student #2475544946 from July 6, 2021 to June 30, 2022 in the amount of \$89,880.

**26. ACCEPTANCE OF 2021-2022 TUITION CONTRACT - RUTGERS UBHC**

That the Board of Education approves the 2021-22 tuition contract from Rutgers UBHC for student #8714834853 from July 1, 2021 to June 30, 2022 in the amount of \$88,200.

**27. ACCEPTANCE OF 2021-2022 TUITION CONTRACT - ESCNJ - CBI PROGRAM (SHARE-TIME STUDENTS)**

That the Board of Education approves the 2021-22 tuition contract from ESCNJ-CBI Program for three students from September 1, 2021 to June 30, 2022 in the amount of \$17,280 per student.

**28. APPROVAL OF SERVICE CONTRACT FOR 2020-2021 – N.J. COMMISSION FOR THE BLIND**

The Board of Education approves the service contract between the South Amboy Board of Education and N.J. Commission for the Blind for students #6700963827, #5981261432, #4015445792, for the period of September 1, 2021 – June 30, 2022 in the total amount of \$6,600. (Copy of contract is on file in the Board Office)

**29. USE OF FACILITIES REQUEST - SAHS BASEBALL/RILEY RONE SCHOLARSHIP (TOUCH-A-TRUCK)**

That the Board of Education approves the Use of Facilities Request for the Touch-A-Truck event in the High School Parking Lot on October 10, 2021 (October 24, 2021 - Rain Date) from 10:00 am to 3:00 pm. Event is exempt from usage fee.

**30. APPROVAL OF AUTHORIZATION TO PROCURE GOODS AND SERVICES**

That the Board of Education authorizes the Business Administrator to procure goods and services through state agencies (state contracts) and through county and other consortiums and commissions (HCESC, ESCNJ, PEPPM) of which the district is a member.

**31. APPROVAL OF AUTHORIZATION TO SOLICIT BIDS (AND RFPs AND RFQS)**

That the Board of Education, pursuant to purchasing procedures, authorizes the Business Administrator to solicit bids (and RFPs and RFQs) for budgeted items as required by the procurement laws and regulations of the State of New Jersey and the State Board of Education.

**32. USE OF FACILITIES REQUEST - CITY OF SOUTH AMBOY/IRISH FESTIVAL**

That the Board of Education approves the Use of Facilities Request for the Irish Festival parking in the High School Parking Lot on September 25, 2021 (September 26, 2021 - Rain Date) from 12:00pm to 11:00 pm. Event is exempt from usage fee.

**OTHER MOTIONS****HIB Reports****33. AFFIRM HARASSMENT, INTIMIDATION & BULLYING (HIB) INCIDENT REPORT 2020**

That the Board of Education affirms the Harassment, Intimidation & Bullying (HIB) Incident Report for HIB incidents reported to the Board of Education. [HIB Memo for July 2021](#)

**HIB – [2019-20 Grades Report](#)**

(Posted on the district website)

**ATHLETICS REPORT (Patrick Walsh)**

Mr. Walsh discussed the new Athletic Director, fall sports and recruitment.

**BUILDINGS & GROUNDS REPORT (Paula Taggart)**

No Report

**PUBLIC COMMENT ON ANY MOTIONS OR OTHER ITEMS (PRESS 5\* TO MAKE A COMMENT)**

“Boards use the public comment period as an opportunity to listen to citizen concerns, but not to debate issues or enter into a question-and-answer session or a ‘cross-examination’ between the public and individual members. Be aware that not all issues brought before a board meeting will be resolved that evening; boards may respond to public comment by seeking additional information or by delegating the authority to investigate the issue to the superintendent or his/her designee.” [NJSBA](#)

Members of the public are limited to one (1) three (3) minute opportunity to address the board during the Public Comment portion of the meeting. Remaining time is not transferable to other members of the public. (Policy/By-Law 9322)

None

**BOARD MEMBER COMMENTS ON AGENDA ITEMS**

None

**APPROVE ALL ITEMS ON THE CONSENT AGENDA**

A motion was made by Mr. Walsh and seconded by Mr. Conrad to approve of the consent agenda of the regular public meeting of July 26, 2021 as recommended by the Superintendent of Schools.

Ayes: Albarran, Conrad, Conway, Dragotta, Gutrie, Kasics, Taggart, Walsh  
Nays: None  
Abstention: None  
Absent: Murphy

**STUDENT REPRESENTATIVE REPORT**

Ms. Whiteley apologized for not being able to attend the last meeting. She asked about senior portraits and discussed the need for participation in girls’ soccer. She asked if personal computers would be allowed in school this upcoming year. She found Naviance very frustrating and students may not have taken it seriously because teachers did not seem to be trained.

**BOARD MEMBER COMMENTS**

Mrs. Kaiscs - Congratulated Mrs. Whiteley. She also discussed merit goals and surveys going forward.

Mr. Conrad – Asked about digital portfolios. The committee requested this to get ahead of the game due to the pandemic. Want to see if there is a shift in parent/student perspective.

Mr. Walsh – Students will take standardized test seriously if they know what is at stake. Happy to see touch-a-truck event back.

**ADJOURNMENT**

A motion by Mr. Walsh and seconded by Mr. Conrad that there being no further business the meeting be adjourned at 7:21 pm. Motion carried by unanimous voice vote.

Respectfully,

Peter Frascella

Peter Frascella  
Board Secretary