

**SOUTH AMBOY BOARD OF EDUCATION**  
**Business/Public Meeting Agenda March 28, 2022 – 6:00 p.m.**  
**(open Meeting & immediately go into Executive/Closed Session)**  
**Public Meeting Agenda begins at approximately 6:30 P.M.**  
**Middle High School Cafeteria**

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**Mr. Walsh, 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, Mrs. Guthrie, Ms. Kasics, Ms. Kern,  
Mr. Murphy, Mr. Walsh

Absent: None

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. Dragotta 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 Mr. Dragotta that the Board reconvened into the public portion of the meeting at 6:35 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. Walsh led all assembled in the Flag Salute.**

**Presentation:**

- [Safe Reopening Plan](#) & Updates (Jorge E. Diaz, Superintendent)

## **MINUTES**

### **1. ACCEPTANCE OF MINUTES**

February 28, 2022

Business-Public Meeting ([Minutes 2.28.2022](#))

February 28, 2022

Closed Session/Business Meeting

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

Ms. Conway discussed various curriculum items including those on the agenda, high school scheduling, professional development, and Middlesex County College Program.

### **2. APPROVE / CURRICULUM REVISION**

That the Board of Education approves the following revised curriculum, as recommended by the Superintendent.

- [American Sign Language \(K-5\)](#)
- [Human Anatomy & Physiology](#)
- [Environmental Science](#)

### **POLICY ITEMS & REPORT (Lynn Kasics)**

### **3. APPROVE/REVISION OF HEALTH EXAMINATIONS & IMMUNIZATIONS POLICY 5143.10**

That the Board of Education approve the revision of the [Health Examinations & Immunizations Policy #5143.10](#), as attached and recommended by the Superintendent. |

### **4. APPROVE/REVISION OF VISITORS POLICY #1250**

That the Board of Education approve the revision of the [Visitors Policy #1250](#), as attached and recommended by the Superintendent. |

### **5. APPROVE/REVISION OF OPERATION AND MAINTENANCE OF PLANT POLICY #3510**

That the Board of Education approve the revision of the [Operation and Maintenance of Plant Policy #3510](#), as attached and recommended by the Superintendent. |

### **6. APPROVE/REVISION OF TRANSPORTATION SAFETY POLICY #3541.3**

That the Board of Education approve the revision of the [Transportation Safety Policy #3541.33](#), as attached and recommended by the Superintendent. |

### **PERSONNEL (Lynn Kasics)**

### **7. APPROVE SUPERINTENDENT MERIT GOAL ACHIEVEMENT/2021-22**

WHEREAS, the South Amboy Board of Education ("the Board") approved Merit Goals for the Superintendent for the 2021-2022 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:

Quantitative Goal #1 ([Health & Wellness Program](#)) Fully Achieved

thereby entitling the Superintendent to merit pay of 3.33% of his annual salary,

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby certifies that the Superintendent, Jorge E. Diaz, has fully achieved one (1) Quantitative merit goal for 2021-2022 and requests approval from the Executive County Superintendent for payment.

**8. APPROVE/EXTENDED DAY SCHOOL PROGRAM/2021-2022 SCHOOL YEAR**

That the Board of Education approves the appointment of the following individuals for the Elementary School Extended School Day Program for the 2021-2022 school year as recommended by the Superintendent:

Callan Conklin	3 Language Arts & Math
Marissa Krull	3 Language Arts & Math
Francesca Laddaga	4, 5 Language Arts
Eileen deSouza	4, 5 Math

**9. APPROVE/SUBSTITUTE TEACHERS/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.

- Jordyn Kaprowski \$130.00 Daily Rate
- Matthew Miranda \$130.00 Daily Rate
- Lana Waked \$130.00 Daily Rate

**10. PART-TIME PARAPROFESSIONAL RESIGNATION/ALYSSA COSENTINO**

That the Board of Education approves the resignation of Alyssa Cosentino, Part-time Paraprofessional, effective January 14, 2022.

**11. APPROVE/PART-TIME PARAPROFESSIONAL/OLIVIA DONOGHUE**

That the Board of Education approves the employment of Olivia Donoghue as a Part-time Paraprofessional for the 2021-2022 school year. Her salary, \$20.07 (Step 2), without benefits, not to exceed 29.9 hours per week. Employment is contingent upon completion of the Criminal Background Check (Policy#4211) and Physicals for Employees (Policy#4212.4)

**12. APPROVAL OF MENTOR/MENTEE ASSIGNMENT/2021-2022 SCHOOL YEAR**

That the Board of Education approves the Mentor/Mentee assignments for 2021-2022 school year, as recommended by the Superintendent:

MENTOR	MENTEE
Eileen deSouza	Chrystianna Carrino

**13. APPROVE/REVISED LEAVE OF ABSENCE/MICHELLE MASELLA**

That the Board of Education approves the revised Leave of Absence for Michelle Masella, Guidance Counselor at the Elementary School, effective February 3, 2022 until April 6, 2022, (Sick days to be used from February 3, 2022 through February 15, 2022; Unpaid leave from February 16, 2022 through April 6, 2022), as requested and recommended by the Superintendent.

**14. APPROVE/REVISED LEAVE OF ABSENCE/GARI PALMER**

That the Board of Education approves the revised Unpaid Leave of Absence for Gari Palmer, Custodian, effective February 14, 2022 until March 28, 2022, as requested and recommended by the Superintendent.

**16. APPROVE/FACILITIES SUPERVISOR/TOM BIKOWSKI**

That the Board of Education approves the employment of Tom Bikowski as a Facilities Supervisor effective April 1, 2022 until June 30, 2022, at a prorated annual salary of \$80,000 with benefits, Employment is contingent upon completion of the Criminal Background Check (Policy#4211) and Physicals for Employees (Policy#4212.4)

**17. APPROVE/ATHLETIC-INTRAMURAL POSITIONS/2021-2022 SCHOOL YEAR**

That the Board of Education approves the appointment of the following individuals to Athletic & Intramural positions for the 2021-2022 school year as recommended by the Superintendent:

Varsity Baseball Volunteer Coach	Matthew Wiater
Middle School Baseball Volunteer Coach	Emilio Constantino

**18. APPROVE/ACTING SUPERINTENDENT/DR. MARTIN GURCZESKI**

That the Board of Education approves the appointment of Dr. Martin Gurczeski as the Acting Superintendent effective April 1, 2022 until June 30, 2022, as per negotiated agreement and as approved by the Executive County Superintendent.

**19. APPROVE CONTRACT/CHIEF SCHOOL ADMINISTRATOR FREDERICK Williams**

That the Board of Education approves the employment contract of the Chief School Administrator, effective July 1, 2022 through June 30, 2025, as per negotiated agreement and as approved by the Executive County Superintendent.

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

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

The Board of Education approves the attached transfers for February 2022 in conjunction with the requirements of N.J.S.A. 18A:22-8-1 and N.J.A.C. 6A:23A-16.10.

**21. EXPENDITURES FOR 03/01/2022-03/28/2022 ([Attachment B](#))**

The Board of Education approves the following expenditures for 03/01/2022-03/28/2022

<b>South Amboy Board of Education Expenditures 03/01/2022-03/28/2022</b>	
Bills For	Amount

Regular Bills	\$ 948,409.70
02/15/2022 Payroll	\$ 544,959.69
02/28/2022 Payroll	\$ 511,746.23
<b>TOTAL</b>	<b>\$ 2,005,115.62</b>
February Agency	\$ 505,913.17

**22. ACCEPT THE SECRETARY AND TREASURER REPORT – FEBRUARY 2022 ([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.

**23. ACCEPT THE FEBRUARY 2022 ORGANIZATIONAL FUND BALANCES ([Attachment D](#))**

The Board of Education accepts the attached February 2022 Organizational Fund Balances.

**24. ACCEPT THE FEBRUARY 2022 ATHLETIC FUND BALANCES ([Attachment E](#))**

The Board of Education accepts the attached February 2022 Athletic Fund Balances

**25. FIELD TRIP REQUESTS ([Attachment F](#))**

The Board of Education approves the attached field trip requests for the 2021-2022 school year as recommended by the Superintendent.

**26. 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:

<b>Staff/Board Member</b>	<b>Program Date</b>	<b>Program Title or Event</b>	<b>Fees</b>	<b>GAAP Account</b>
Stephanie Petruzzi	April 28-29, 2022	2022 NJSHA Convention	\$350	20-270-200-300-01-00-00-060
Denise Colombo	April 28-29, 2022	2022 NJSHA Convention	\$350	20-270-200-300-01-00-00-060
Sara Vazquez	April 8, 2022	Best Tech Tools to Enhance Learning For ELL Students	\$279	20-270-200-300-01-00-00-060

				20-483-200-500-00-00-00-060
Julianne Jimenez Nidia Sanchez Sara Vazquez	April 13, 2022	Accelerate your Students use of the Target Language	\$259/Total	20-483-200-500-00-00-00-060
Sara Vazquez	March 30, 2022	Catching Up English Language Language Learners Who Have Fallen Behind	\$279	20-270-200-300-01-00-00-060
Alex Eberle	April 25, 2022 May 5, 2022	A-Z School Based OT Course	\$399	20-270-200-300-01-00-00-060
Julianne Jimenez Nidia Sanchez Sara Vazquez	May 18, 2022	Strengthen World Language Instruction by Making Best of Google Classrooms	\$259/Total	20-483-200-500-00-00-00-060
Sara Vazquez	June 1-2, 2022	NJ TESOL 2022 Spring Conference	\$354	20-483-200-500-00-00-00-060
Peter Frascella	June 7-10, 2022	NJASBO Annual Conference	\$275	11-000-251-592-01-00

**27. APPROVAL OF 2022-2023 PEEA BUDGET ([ATTACHMENT G](#))**

That the Board of Education approves the submission of the 2022-2023 PEEA Budget.

**28. ACCEPTANCE OF 2021-2022 TUITION CONTRACT - ESCNJ - CENTER FOR LIFELONG LEARNING**

That the Board of Education approves the 21-22 tuition contract from ESCNJ - Center for Lifelong Learning for students #3561522792 and #7964261661 from January 25, 2022 to June 30, 2022 in the amount of \$60,528.

**29. ACCEPTANCE OF 2021-2022 TUITION CONTRACT - ESCNJ - CBI PROGRAM**

That the Board of Education approves the 21-22 tuition contract from ESCNJ - CBI Program for students #8021920976 and #7266859396, #2657717099, #5419244728 from September 9, 2021 to June 30, 2022 in the amount of \$59,328.

**30. SUBMISSION OF THE 2022-2023 TENTATIVE BUDGET**

WHEREAS, pursuant to N.J.S.A. 18A:7F-5 and N.J.S.A. 18A:7F-6, school districts must prepare an itemized budget and submit the budget to the Executive County Superintendent - Middlesex County for review and approval, and

WHEREAS, the South Amboy Board of Education has prepared an itemized budget for the 2022-2023 school year in compliance with statute, therefore,

BE IT RESOLVED, that the tentative budget be approved for the 2022-2023 School Year using the 2022-2023 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

**Appropriations**

**Revenue**

General Current Expense	\$18,308,311	Budgeted Fund Balance	\$ 424,552
		Local Tax Levy	\$ 10,418,934
		Miscellaneous Revenue	\$ 120,000
		State Aid	\$ 7,293,198
		SEMI	\$ 50,627
		Interest from Cap Reserve	\$ 1,000
Special Revenue Fund	\$ 1,888,719	State Restricted Entitlements	\$ 1,195,240
		Federal Restricted Entitlements	\$ 616,462
		Other Entitlements	\$ 77,017
Repayment of Debt	\$ 603,015	Local Debt Service Tax Levy	\$
602,948		Budgeted Fund Balance	\$ 67
<b>Total Appropriations:</b>	<b><u>\$20,800,045</u></b>	<b>Total Revenues:</b>	<b><u>\$20,800,045</u></b>

and to advertise said tentative budget in Home News Tribune in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a public hearing be held at the Middle/High School, 200 Governor Hoffman Blvd., South Amboy, NJ 08879, in the Middle/High School Cafeteria on April 25, 2022 at 7:00 PM for the purpose of conducting a public hearing on the budget for the 2022-2023 School Year.

### **31. MAXIMUM TRAVEL AMOUNT**

The South Amboy Board of Education establishes a district-wide maximum for travel expenditures of \$80,000.00 for the 2022-2023 school year. The Business Administrator/Board Secretary shall track and record travel expenditures to ensure that the maximum travel expenditure amount is not exceeded.

### **OTHER MOTIONS**

### **32. AFFIRM HARASSMENT, INTIMIDATION & BULLYING (HIB) INCIDENT REPORT**

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

### **33. ENROLLMENT ELIGIBILITY**

That the Board of Education hereby determines that Students 31653 and 32031 are ineligible for continued enrollment in the South Amboy Public School District and directs their removal from rolls pursuant to NJSA 18A:22-43.

### **ATHLETICS REPORT (Brian Murphy)**

Mr. Murphy discussed Spring Sports, coop with Sayreville, signing day for track and field athletes, all-conference basketball players. Mrs. Guthrie also discussed the band at the St. Patrick's Day Parade and the success of Mary Poppins Jr.

### **BUILDINGS & GROUNDS REPORT (Peter Frascella)**

Mr. Frascella discussed the Buildings and Grounds Committee Meeting where cleaning and summer projects described to the committee. Mrs. Kemprowski also had a message for the Board and Administration thanking them for their support as she approaches her retirement.

### **PUBLIC COMMENT ON ANY MOTIONS OR OTHER ITEMS**

“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)

Michelle Buchanan – Thanked Mrs. Navarria for her work on the play. She wished Mr. Diaz luck in his next district.

Diane Smocovich - Thanked Mrs. Navarria for her work on the play. She wished Mr. Diaz luck in his next district.

Phyllis Stratton – Wished Mr. Diaz luck and congratulated Sheri Kemprowski on her retirement.

Dr. McCabe – Congratulated Sheri Kemprowski on retirement and Tom Bikowski for receiving the postion. Wished Mr. Diaz luck.

Carrie Kenny – Wished Mr. Diaz luck and thanked him for always having an open-door policy with her.

**BOARD MEMBER COMMENTS ON AGENDA ITEMS**

Mr. Walsh – Introduced Dr. Williams as the new Superintendent. Dr. Williams introduced himself and discussed his excitement to come to South Amboy.

**APPROVE ALL ITEMS ON THE CONSENT AGENDA**

A motion was made by Mr. Dragotta and seconded by Mr. Conrad to approve of the consent agenda of the regular public meeting of March 28, 2022 (with omission) as recommended by the Superintendent of Schools.

Ayes: Albarran, Conrad, Conway, Dragotta, Guthrie, Kasics, Kern, Murphy, Walsh  
Nays: Guthrie (#33), Murphy (#7, #33)  
Abstention: Kasics (#24), Kern (7, 24, 28, 29, #21 (PO #s 220844, 220938, 220433, 220219, 220228, 220463, 210569))  
Absent: None

**STUDENT REPRESENTATIVE REPORT**

Ms. Whiteley discussed conversations with the administration regarding seating the cafeteria. She discussed the damage to the bathroom and thanked Mr. Diaz for all his help.

**BOARD MEMBER COMMENTS**

Mrs. Conway – Discussed the Art Show that the students put on and how well it was received.



Mr. Murphy – Recognized students of the month. Thanked the Superintendent Search Committee and baseball team fundraiser.

Mr. Frascella – Thanked Mr. Diaz and wished him luck.

Ms. Kern - Thanked Mr. Diaz and wished him luck.

Mrs. Guthrie – Thanked Mr. Diaz and wished him luck. Congratulated Sheri, Tom, and Dr. Gurczeski.

Mr. Dragotta – Thanked Mr. Diaz

Mr. Conrad – Discussed the Art Show. Congratulated Tom and Sheri as well as Dr. Williams. He discussed the band concert. Thanked Mr. Diaz for his leadership during his time in South Amboy.

Mrs. Kasics – Read Mr. Diaz a poem and wished him luck.

Mr. Albarran – Congratulated everyone and wished them luck.

Ms. Conway – Thanked Mr. Diaz for implementing change.

Mr. Walsh – Discussed the Arts Alliance. Congratulated Sheri, Tom, Dr. Gurczeski. Spoke about the school play. Told a story about Mr. Diaz, discussed his accomplishments and wished him luck in the future.

Mr. Diaz – Spoke about his time in South Amboy. Discussed how he will miss the town, Board Members, and staff and thanked everyone for putting their faith in him.

### **ADJOURNMENT**

A motion by Mr. Walsh and seconded by Mrs. Conrad there being no further business the meeting be adjourned at 8:10 pm. Motion carried by unanimous voice vote.

Respectfully,

Peter Frascella

Peter Frascella  
Board Secretary