

SOUTH AMBOY BOARD OF EDUCATION
Business/Public Meeting Agenda April 25, 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

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, Mrs. Guthrie, Ms. Kasics, Ms. Kern, Mr. Murphy (7:00 pm), Mr. Walsh

Absent: Mr. Dragotta

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 Mrs. Guthrie 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. Walsh and seconded by Mr. Conrad that the Board reconvened into the public portion of the meeting at 7:00 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.

MINUTES

1. ACCEPTANCE OF MINUTES

March 21, 2022

Business-Public Meeting ([Minutes 3.12.22](#))

March 21, 2022

Closed Session/Business Meeting

March 28, 2022

Business-Public Meeting ([Minutes 3.28.22](#))

March 28, 2022

Closed Session/Business Meeting

EDUCATION & CURRICULUM ITEMS & REPORT (Joan Conway)

Ms. Conway discussed Mental Health training for counselors, curriculum revisions, parent nights, Naviance, HS course offerings, college, and Summer Programs.

0. APPROVE/REVISED SCHOOL CALENDAR/2021-2022 SCHOOL YEAR

That the Board of Education approves the following changes to the School Calendar for the 2021-2022 school year to reflect unused emergency closure days as recommended by the Superintendent.

| | |
|--------------|---------------------------|
| May 27, 2022 | District Closed |
| May 31, 2022 | Middle High School Closed |
| June 7, 2022 | Middle High School Closed |

0. APPROVE / CURRICULUM REVISION

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

- [Digital Photography](#)
- [Health 6](#)
- [Introduction to Music Theory](#)

POLICY ITEMS & REPORT (Lynn Kasics)

None.

~~0. APPROVE/REVISED LINE OF RESPONSIBILITY POLICY 2121-~~

~~That the Board of Education approve the revision of the [Line of Responsibility Policy #2121-E](#), as attached and recommended by the Superintendent. **Pulled**~~

PERSONNEL (Lynn Kasics)**0. APPROVE/REVISED MATERNITY LEAVE & FMLA/LINDSAY DELUCIA**

That the Board of Education approves the Maternity Leave for Lindsay DeLucia, during the 2021-2022 school year effective January 3, 2022 until February 24, 2022. Unpaid FMLA until May 20, 2022, Unpaid Leave of Absence effective May 21, 2022 until June 14, 2022 as recommended by the Superintendent.

0. APPROVE/INTERMITTENT LEAVE/MICHELLE MASELLA

That the Board of Education approves the Intermittent Leave for Michelle Masella, during the 2021-2022 school year effective April 7, 2022 until May 6, 2022.

0. 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 April 18, 2022, as requested and recommended by the Superintendent.

0. 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.

- Alyssa Cosentino \$130.00 Daily Rate

0. APPROVE/RETIREMENT/MAUREEN KELLY-JURGENS

That the Board of Education approves the retirement of Maureen Kelly Jergens, effective August 31, 2022 with sincere appreciation for her years of dedicated service to our district as recommended by the Superintendent.

0. APPROVE/JOB DESCRIPTION/ Security Guard (Job Description)

That the Board of Education approves the job description for Security Guard, as recommended by the Superintendent.

0. APPROVE/JOB DESCRIPTION/ Technology Manager (Job Description)

That the Board of Education approves the job description for Technology Manager, as recommended by the Superintendent.

0. APPROVE/REVISED JOB DESCRIPTION/ Technology Coordinator (Job Description)

That the Board of Education approves the job description for Technology Coordinator, as recommended by the Superintendent.

0. APPROVE CONTRACT/ADMINISTRATIVE SECRETARY TO THE SUPERINTENDENT OF SCHOOLS/STEPHANIE A. SANCHEZ

That the Board of Education approves the agreement with Stephanie A Sanchez, Administrative Secretary to the Superintendent of Schools for the 2022-2023 school year, as recommended by the Superintendent. Her salary (\$69,525.00) with benefits, as reflected in the negotiated agreement between the Board of Education and Stephanie A. Sanchez.

0. APPROVE/REPRESENTATIVE TO THE ESCNJ/2022 CALENDAR YEAR

Pursuant to enacted legislation, P.L. 192-1989, Chapter 254 the Board of Education approves the appointment of Dr. Martin Gurczeski Jr., Superintendent of Schools, as representative to the Representative Assembly of the Educational Services Commission of New Jersey from April 1, 2022 to June 30, 2022.

0. APPROVE/LAUREN STRUMWASSER

That the Board of Education approves Lauren Strumwasser as an Extended School Year Program Coordinator for the summer of 2022, as recommended by the Superintendent. A \$2500 stipend will be paid for this position.

0. PERSONNEL FOR EXTENDED SCHOOL YEAR (ESY)/SUMMER 2021

That the Board of Education approves the appointment of the following individuals to serve the students enrolled in the district’s Extended School Year program as recommended by the Superintendent. The program will run from July 5, 2022 through July 28, 2022 Mondays through Thursdays from 8:45 A.M. to 12:00 Noon. Rate of pay will be as reflected in the negotiated agreement between the Board of Education and the South Amboy Education Association:

| | |
|------------------------|----------------|
| Teacher Preschool (SC) | Ashley Sosa |
| Teacher Kindergarten | Marcia Mercado |
| Teacher Grade 1 | Kelly Trzeciak |
| Teacher Grade 2 | Sharon Koy |

| | |
|-------------------------------|-------------------|
| Teacher Grade 3 | Callan Conklin |
| Teacher Grade 3 (SC) | Brittany Murray |
| Teacher Grades 4 and 5 (ELA) | Francesca Ladagga |
| Teacher Grades 4 and 5 (Math) | Eileen deSouza |
| Teacher Grade 7 (ELA) | Nicole Vancil |
| Teacher Grade 8 (ELA) | Diana Haag |
| School Nurse (ES) | Lisa McAlonie |
| School Nurse (MHS) | Cathy Houseman |
| Paraprofessional | Evelyn Gonzalez |
| | Gina Martinez |
| | Joan Crowley |

BUDGET AND FINANCE ITEMS & REPORT (Anthony Conrad)

0. BUDGETARY TRANSFERS ([Attachment A](#))

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

0. EXPENDITURES FOR 03/29/2022-04/25/2022 ([Attachment B](#))

The Board of Education approves the following expenditures for 03/29/2022-04/25/2022

| <u>South Amboy Board of Education</u> <u>Expenditures 03/29/2022-4/25/2022</u> | |
|---|------------------------|
| Bills For | Amount |
| Regular Bills | \$ 1,101,879.65 |
| 03/15/2022 Payroll | \$ 533,295.28 |
| 03/30/2022 Payroll | \$ 519,082.69 |
| TOTAL | \$ 2,154,257.62 |
| March Agency | \$ 385,643.48 |

- 0. **ACCEPT THE SECRETARY AND TREASURER REPORT – March 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.

- 0. **ACCEPT THE MARCH 2022 ORGANIZATIONAL FUND BALANCES ([Attachment D](#))**
 The Board of Education accepts the attached March 2022 Organizational Fund Balances.

- 0. **ACCEPT THE MARCH 2022 ATHLETIC FUND BALANCES ([Attachment E](#))**
 The Board of Education accepts the attached March 2022 Athletic Fund Balances

- 0. **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.

- 0. **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:

| <u>Staff/Board Member</u> | <u>Program Date</u> | <u>Program Title or Event</u> | <u>Fees</u> | <u>GAAP Account</u> |
|---|---------------------|---|-------------|-----------------------------|
| Sean Dunphy Michelle Buchanan Dr. Patrick McCabe Frank Zalocki Dr. Martin Gurczeski | 6/29/22 | Regional Annual Recertification/IR&R Training | \$195/Each | 20-270-200-300-01-00-00-060 |

- 0. **VOIDED PRIOR YEAR CHECK**
 That the Board of Education approves voiding the following prior year check:

| <u>Check Date</u> | <u>Check Number</u> | <u>Amount</u> | <u>Fund</u> |
|-------------------|---------------------|---------------|--------------|
| 04/26/21 | 22149 | \$108 | General Fund |
| 05/24/21 | 22279 | \$2,023 | General Fund |
| 6/28/21 | 22376 | \$168 | General Fund |
| 6/30/21 | 22467 | \$85 | General Fund |

- 0. **ACCEPT ARP HOMELESS II ALLOCATIONS FOR THE 2021-2022 SCHOOL YEAR**
 The Board of Education accepts the ARP Homeless II Grant 2021-2022 allocation as follows:

ARP Homeless: \$11,104

0. USE OF FACILITIES REQUEST - RARITAN BAY BASKETBALL

That the Board of Education approves the use of facilities for Raritan Bay Basketball to use the MHS Gymnasium, Monday through Friday Evenings (5pm-9pm) from 6/27/2022-7/29/2022, for basketball. Activities will be coordinated with SABOE and the Board reserves the right to schedule the facilities as needed for school activities. Raritan Bay Basketball insurance will be used.

0. USE OF FACILITIES REQUEST - COLLEGIUM MUSICUM

That the Board of Education approves the use of facilities for Collegium Musicum to use the MHS Auditorium, 5/6/2022, from 5 to 9pm, for a concert. Collegium Musicum insurance will be used.

0. SHARED SERVICES AGREEMENT - ATTENDANCE/TRUANCY OFFICER

That the Board of Education approves the Shared Services Agreement with Old Bridge Public Schools for use of attendance officers / truancy officers for the purposes of student attendance investigations, communications with parents / guardians of such students, issuance of notifications consistent with N.J.S.A. 18A:38-27 et seq. and N.J.A.C. 6A:16-7.6, and attending court proceedings consistent with N.J.S.A. 18A:38-31 when necessary. Such services not to exceed a total of 15 hours per week from April 26, 2022 through June 30, 2022 at the rate of \$25 per hour.

OTHER MOTIONS**0. 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 - April](#))

ATHLETICS REPORT (Brian Murphy)

Mr. Murphy discussed the baseball and basketball teams, scholar athletes, and graduation venue and plans.

BUILDINGS & GROUNDS REPORT (Laurie Guthrie)

Ms. Guthrie discussed the first B&G meeting with Mr. Bikowski and some of his plans for Spring Break and summer work for the maintenance and custodial staff.

Mr. Murphy asked if a security guard was going to be assigned to the Elementary School.

Mr. Murphy made a motion to amend the Security Guard Job Description to require the person to have police officer experience. There was not second. Motion Failed.

Mrs. Guthrie discussed the great work the boys and girls did for the Autism Challenge.

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)

Mary Ann Lewis – Asked the Board why there is a need for a technology supervisor when we could use more technology teachers.

Maureen Strzykacski – Thanked everyone for their participation in the Spaghetti Dinner.

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. Walsh and seconded by Mr. Conrad to approve of the consent agenda of the regular public meeting of April 25, 2022 (with omission) as recommended by the Superintendent of Schools.

Ayes: Albarran, Conrad, Conway, Guthrie, Kasics, Kern, Murphy, Walsh
Nays: Murphy (#10)
Abstention: Kasics (#21), Kern (#14, #21, #18 (PO #s 220219, 220340, 220228, 220463))
Absent: Dragotta

STUDENT REPRESENTATIVE REPORT

Ms. Whiteley discussed the Disney Trip, thanked class advisors, Jr. and Sr. Prom updates, decision day for student athletes, and the Student Council Car Wash. She also thanked the Middlesex NJEA for the scholarship she received.

BOARD MEMBER COMMENTS

Mrs. Conway – Discussed her vision and concern regarding technology.

Mr. Conrad – Asked if the technology supervisor position precluded technology teachers from being hire in the future.

Mr. Murphy – Discussed Elementary School Spirit Week, the living wax museum, Spaghetti Dinner and Teacher appreciation week. Mr. Murphy also discussed his feeling that the Board Meetings should be recorded.

Ms. Conway – Agreed with Mr. Murphy that the meetings should be recorded. Also, discussed the living wax museum.

Mr. Conrad – Wished everyone a Happy Mother’s Day.

Mr. Walsh – Thanked everyone for participating in the Spaghetti Dinner.

PUBLIC HEARING ON THE BUDGET

Convene to Public Hearing

On a motion by Mr. Walsh and seconded by Mr. Conrad the Board convenes to the public hearing portion of the meeting at 7:55 p.m. Motion carried by unanimous voice vote.

OPENING REMARKS

Dr. Martin Gurczeski, Acting Superintendent of Schools

SLIDE PRESENTATION

Mr. Peter Frascella, SBA will review the slide presentation.

COMMENTS/QUESTIONS (BUDGET)

A. Board of Education

Ms. Conway – Asked how Pre-K being outsourced in-part by the PEEA Grant works regarding event participation and curriculum.

Mr. Walsh – Reiterated budget highlights from the presentation and thanked those who attended the City Council Meeting.

B. Public Comment

None.

1. ADOPTION OF THE 2022-2023 PROPOSED BUDGET

BE IT RESOLVED, that the South Amboy Board of Education hereby readopts the following budget for the 2022-2023 school year, as originally approved by the Middlesex County Executive County Superintendent and as recommended by the Budget and Finance Committee and the Superintendent of Schools.

The proposed budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve Educational Standards, and is in compliance with N.J.S.A. 18A and N.J.A.C. Title 6 and 6A.

| <u>Appropriations</u> | | <u>Revenue</u> | |
|------------------------------|----------------------------|---------------------------------|----------------------------|
| 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 |
| Total Appropriations: | <u>\$20,800,045</u> | Total Revenues: | <u>\$20,800,045</u> |

2. APPROVAL OF TAX LEVY PAYMENT SCHEDULE FOR 2022-2023

The Board of Education approves the following tax levy payment schedule to be presented to the City of South Amboy for the period of July 1, 2022 to June 30, 2023:

| <u>Due Date</u> | <u>Total Due</u> |
|------------------------|-------------------------|
| July 5, 2022 | \$ 918,490.00 |
| August 5, 2022 | \$ 918,490.00 |
| September 5, 2022 | \$ 918,490.00 |
| October 5, 2022 | \$ 918,490.00 |
| November 5, 2022 | \$ 918,490.00 |
| December 5, 2022 | \$ 918,491.00 |
| 2022 Total | \$ 5,510,941.00 |
| | |
| January 5, 2023 | \$ 918,490.00 |
| February 5, 2023 | \$ 918,490.00 |
| March 5, 2023 | \$ 918,490.00 |
| April 5, 2023 | \$ 918,490.00 |
| May 5, 2023 | \$ 918,490.00 |
| June 5, 2023 | \$ 918,491.00 |
| 2023 Total | \$ 5,510,941.00 |
| | |
| 2022-2023 Total | \$11,021,882.00 |

3. 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.

C. APPROVE BUDGET AND FINANCE MOTIONS

I move that the South Amboy Board of Education approves motions One through Three of the Public Hearing on The Budget section of the regular public meeting agenda of April 25, 2022 as recommended by the Superintendent of Schools.

A motion was made by Mr. Conrad and seconded by Mr. Walsh to approve of the Public Hearing portion of the meeting of April 25, 2022 as recommended by the Superintendent of Schools.

Ayes: Albarran, Conrad, Conway, Guthrie, Kasics, Kern, Murphy, Walsh
Nays: None
Abstention: None
Absent: Dragotta

ADJOURNMENT

A motion by Mr. Conrad and seconded by Mrs. Kasics there being no further business the meeting be adjourned at 8:30 pm. Motion carried by unanimous voice vote.

Respectfully,

Peter Frascella

Peter Frascella
Board Secretary