

**SOUTH AMBOY BOARD OF EDUCATION  
Business/Public Meeting Minutes  
December 18, 2017 – 6:00 P.M. – Middle/High School Cafeteria**

**Mrs. Kern, Board President called the meeting to order at 6:00 pm.**

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

Present: Mr. Dragotta, Mrs. Kasics, Mrs. Kern, Mrs. McLaughlin, Mr. Riley, Mr. Simko, Mr. Smith, Mrs. Taggart

Absent: Mr. Perez

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

**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.

**Mrs. Kern led all assembled in the Flag Salute.**

**Presentation**

**2016-2017 SCHOOL YEAR AUDIT REPORT**

Audit Firm of Holman Frenia Allison PC

Matthew Holman, Presenter

**Mrs. Kern reviewed the agenda motions**

**Public Comment on Agenda Items**

Maureen Strzykalski – Asked Mr. Diaz to explain the Memorandum of Agreement with law enforcement motion on the agenda.

On a motion by Mrs. Kasics and seconded by Mrs. Taggart that the Board adjourned into Closed Session at 6:12 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, 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 Mrs. Kasics and seconded by Mrs. Taggart, the Board reconvened into the public portion of the meeting at 6:35 pm. Motion carried by unanimous voice vote.

**MINUTES**

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

November 20, 2017

Business-Public Meeting

November 20, 2017

Closed Session/Business Meeting

Ayes: Dragotta, Kasics, McLaughlin, Simko, Taggart, Kern



**5. RETIREMENT/TERESA TOMASZEWSKI**

That the Board of Education approves the retirement of Teresa Tomaszewski, Custodian, effective January 1, 2019, with sincere appreciation for her years of dedicated service to our district as recommended by the Superintendent.

**6. APPROVAL/JOB DESCRIPTION/CAFETERIA RECESS AIDE**

That the Board of Education approves the job description for the position of Cafeteria/Recess Aide as recommended by the Superintendent. (Attachment C)

**7. SECRETARY FOR PURCHASING-TRANSPORTATION /SHAYLA NIGAGLIONI**

That the Board of Education approves the employment of Shayla Nigaglioni as Secretary for Purchasing-Transportation Secretary for the 2017-2018 school year effective January 2, 2018 until June 30, 2018 as recommended by the Superintendent. Her prorated salary, (Step C) 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 and Board Policy #4212.4 (Physicals for Employees)

**8. PART-TIME PARAPROFESSIONAL/ELEMENTARY SCHOOL/AMY RUSSO**

That the Board of Education approves the employment of Amy Russo as a Part-Time Paraprofessional in the Elementary School for the 2017-2018 school year effective January 2, 2018 until June 30, 2018 as recommended by the Superintendent. Salary, (Step 2), 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 and Board Policy #4212.4 (Physicals for Employees)

**9. LONG-TERM SUBSTITUTE SPECIAL EDUCATION TEACHER/MIDDLE HIGH SCHOOL/LACEY CROWTHER**

That the Board of Education approves the employment of Lacey Crowther as a Long-term Substitute Teacher, Special Education English Teacher at the Middle High School, for a period from January 30, 2018 through June 30, 2018 as recommended by the Superintendent. Her salary (BA Step 1), per diem, no benefits. Employment is contingent upon completion of the Criminal History Background Check and Board Policy #4212.4 (Physicals for Employees)

**10. RETIREMENT/KATHLEEN WALSH**

That the Board of Education approves the retirement of Kathleen Walsh, Middle/High School Secretary, effective January 1, 2019, with sincere appreciation for her years of dedicated service to our district as recommended by the Superintendent.

**11. APPROVE THE 2017-2018 FUND 20/FEDERAL & STATE GRANT PROGRAMS/SALARY/STIPENDS**

The Board of Education approves the attached 2017-2018 Fund 20/Federal & State Grant Programs/Salary/Stipends (Attachment D)

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

Ayes: Dragotta, Kasics, McLaughlin, Riley, Simko, Smith, Taggart, Kern  
Nays: None  
Abstention: None  
Absent: Perez

**OTHER MOTION**

**1. ACCEPTANCE OF HARASSMENT, INTIMIDATION & BULLYING (HIB) INCIDENT REPORT/DECEMBER 2017**

That the Board of Education accepts the Harassment, Intimidation & Bullying (HIB) Incident Report for HIB incidents reported to the Board of Education on December 18, 2017. (Attachment E)

A motion was made by Mrs. Taggart and seconded by Mrs. Kasics to approve motions One of the Other Motion section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

Ayes: Dragotta, Kasics, McLaughlin, Riley, Simko, Smith, Taggart, Kern  
Nays: None  
Abstention: None  
Absent: Perez

**BUDGET AND FINANCE MOTIONS**

**1. BUDGETARY TRANSFERS**

The Board of Education approves the attached transfers for November 2017 in conjunction with the requirements of N.J.S.A. 18A:22-8-1 and N.J.A.C. 6A:23A-16.10.

**2. EXPENDITURES FOR 11/21/2017-12/18/17**

The Board of Education approves the following expenditures for 11/21/17-12/18/17

<b>Bills For</b>	<b>Amount</b>
Regular Bills	657,539.70
11/15/17 Payroll	480,326.02
11/30/17 Payroll	484,469.24
<b>TOTAL</b>	<b>\$ 1,622,334.96</b>
November Agency	492,103.17

**3. ACCEPT THE SECRETARY AND TREASURER REPORT – NOVEMBER 2017**

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 NOVEMBER 2017 ORGANIZATIONAL FUND BALANCES**

The Board of Education accepts the attached November 2017 Organizational Fund Balances. (Attachment F)

**5. ACCEPT THE NOVEMBER 2017 ATHLETIC FUND BALANCES**

The Board of Education accepts the attached November 2017 Athletic Fund Balances. (Attachment G)

**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:

Staff/Board Member	Program Date	Program Title or Event	Fees	GAAP Account
Michael Elson Dr. Martin Gurczeski	January 25-26, 2018	Techspo 2018	\$425/Each	20-270-200-300-01-00

**7. FIELD TRIP REQUESTS**

The Board of Education approves the attached field trip requests for the 2017-2018 school year as recommended by the Superintendent (Attachment H):

- Trip # MH-18004 – MH-18006**
- Trip # E-18016 – E-18019**

**8. USE OF SCHOOL FACILITIES/ARTS DISTRICT OF SOUTH AMBOY**

That the Board of Education approves the request of the Arts District of South Amboy to use the Middle/High Auditorium on Friday, March 16, 2018 from 4pm to 10pm. This activity will be covered by the requester’s insurance.

**9. GIFT DONATION – SOUTH AMBOY PTO**

The Board of Education approves the acceptance of a \$935.13 donation from the South Amboy PTO to be used for the purchase of music supplies at the Elementary School.

**10. ACCEPTANCE OF THE 2016-2017 COMPREHENSIVE ANNUAL FINANCIAL REPORT**

That the Board of Education accepts the 2016-2017 Comprehensive Annual Financial Report and noted there were no audit recommendations for the 2016-2017 audit.

A motion was made by Mr. Smith and seconded by Mr. Riley 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: Dragotta, Kasics, McLaughlin, Riley, Simko, Smith, Taggart, Kern
- Nays: None
- Abstention: Kasics Motions 2 (180498), 5; Kern Motions, 2 (180346, 180347, 180350, 180176, 180345, 180182, 180277), 5.
- Absent: Perez

**B. BOARD OF EDUCATION COMMENTS**

Mr. Diaz – Congratulated Mr. Henry on his acceptance to Princeton University. He discussed Middle/High School Spirit Week and updated the Board and public on the music program and winter concert. Mr. Diaz thanked the Friends of South Amboy for the wonderful charitable event. He congratulated all the Teacher of the Year and ESP of the Year recipients that will be honored at the May Meeting. Mr. Diaz also presented all the outgoing Board Members with certificates acknowledging their time on the Board.

Mrs. Kern – Spoke about her journey as a Board Member in South Amboy for the last 21 years. She thanked everyone associated with the district for their support and congratulated the new Board.

**C. PUBLIC COMMENTS**

Maureen Strzykalski – Thanked Mr. Smith and Mr. Riley for their time on the Board. She gave a special thanks to Mrs. Kern for all that she did for the district over the past 21 years.

Thomas Reilly – Congratulated Mr. Smith and Mr. Riley for their time on the Board. He spoke about all that Mrs. Kern had done for the district during her time on the Board and thanked her. He thanked everyone for supporting the Friends of South Amboy event.

**E. ADJOURNMENT**

A motion by Mrs. Kern and seconded by Mrs. Riley that there being no further business the meeting be adjourned at 6:50. Motion carried by unanimous voice vote.

Respectfully submitted,

*Peter Frascella*

Business Administrator/Board Secretary