

**SOUTH AMBOY BOARD OF EDUCATION
Business/Public Meeting Minutes
July 24, 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. Perez, Mr. Riley, Mr. Simko (Arrived 6:30pm), Mrs. Taggart
Absent: Mr. Smith
Also Present: Mr. Diaz, Superintendent, Mr. Frascella, Business Administrator/Board Secretary; Mr. Douglas 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.

Mrs. Kern reviewed the agenda motions

General Board Discussion Items

Mr. Diaz and Mr. Silvestro discussed student residency requirements for the district.

Public Comment on Agenda Items

None

On a motion by Mrs. Kasics and seconded by Mrs. Taggart that the Board adjourned into Closed Session at 6:15 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 6:50 pm. Motion carried by unanimous voice vote.

MINUTES

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

June 26, 2017	Business-Public Meeting
June 26, 2017	Closed Session/Business-Public Meeting

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

Absent: Smith

EDUCATION & CURRICULUM

1. STUDENT TEACHER CLINICAL EXPERIENCE PLACEMENT/2017-2018 SCHOOL YEAR

That the Board of Education approves the following student teacher clinical experience placement for the 2017-2018 school year as recommended by the Superintendent:

Student Name	College	Cooperating Teacher	Grades/Subject	Location	Dates
Grant Zaichick	Monmouth University	Veronica Alcuri	6-12/Music	MHS	Fall 2017

A motion was made by Mr. Riley and seconded by Mrs. Taggart to approve motions One of the Education & Curriculum section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

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

POLICY

1. FIRST READING OF SCHOOL MEAL PROGRAM ARREARS POLICY

That the Board of Education approves the first reading of the School Meal Arrears Policy, #3542.2, as attached and recommended by the Superintendent. (Attachment A)

2. ADOPTION OF REVISED OPERATION AND MAINTENANCE OF PLANT POLICY

That the Board of Education adopts the revised Operation and Maintenance of Plant Policy, #3510, as attached and recommended by the Superintendent. (Attachment B)

3. ADOPTION OF REVISED SAFETY POLICY

That the Board of Education adopts the revised Safety Policy, #3516, as attached and recommended by the Superintendent. (Attachment C)

A motion was made by Mr. Dragotta and seconded by Mrs. Kasics to approve motion One through Three of Policy section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

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

PERSONNEL

1. RESIGNATION/BEVERLY RAFFA

That the Board of Education accepts the resignation of Beverly Raffa, Mathematics Teacher at the Middle High School, effective June 30, 2017 with sincere appreciation for her dedicated service to our district as recommended by the Superintendent.

2. RETIREMENT/TERRI MARIAN

That the Board of Education approves the retirement of Terri Marian, Administrative Secretary to the Superintendent, effective September 1, 2017, with sincere appreciation for her years of dedicated service to our district as recommended by the Superintendent.

3. RETIREMENT/SANDRA CARLISLE

That the Board of Education approves the retirement of Sandra Carlisle, Payroll and Employee Benefits Secretary, effective January 1, 2018, with sincere appreciation for her years of dedicated service to our district as recommended by the Superintendent.

4. ELEMENTARY SCHOOL TEACHER/ELEMENTARY SCHOOL/LINDSAY BATES

That the Board of Education approves the employment of Lindsay Bates as Elementary School Teacher (replacing Taylor Mervin) for the 2017-2018 school year effective September 1, 2017 until June 30, 2018 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 and Board Policy #4212.4 (Physicals for Employees) *salary pending successor negotiated agreement
100% of salary will be charged to 11-120-100-101-11-10

5. MATHEMATICS SCHOOL TEACHER/MIDDLE HIGH SCHOOL/KATHERINE PAGNOTTA

That the Board of Education approves the employment of Katherine Pagnotta as Mathematics Teacher at the Middle High School (replacing Beverly Raffa) for the 2017-2018 school year effective September 1, 2017 until June 30, 2018 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 and Board Policy #4212.4 (Physicals for Employees) *salary pending successor negotiated agreement
100% of salary will be charged to 11-140-100-101-11-10

6. SPECIAL EDUCATION TEACHER/MIDDLE HIGH SCHOOL/SUSAN SHAY

That the Board of Education approves the employment of Susan Shay as Special Education Teacher at the Middle High School (new position) for the 2017-2018 school year effective September 1, 2017 until June 30, 2018 as recommended by the Superintendent. Her salary (BA 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 and Board Policy #4212.4 (Physicals for Employees) *salary pending successor negotiated agreement
100% of salary will be charged to 11-140-100-101-11-10

7. SPECIAL EDUCATION TEACHER/MIDDLE HIGH SCHOOL/JESSICA GRASSO

That the Board of Education approves the employment of Jessica Grasso as Special Education Teacher at the Middle High School (new position) for the 2017-2018 school year effective September 1, 2017 until June 30, 2018 as recommended by the Superintendent. Her salary (BA 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 and Board Policy #4212.4 (Physicals for Employees) *salary pending successor negotiated agreement
100% of salary will be charged to 11-140-100-101-11-10

8. LEAVE OF ABSENCE REPLACEMENT/NICOLE VANCIL

That the Board of Education approves the employment of Nicole Vancil as Leave of Absence Replacement for Jacqueline Campbell, English Teacher at the Middle High School during the 2017-2018 school year effective September 1, 2017 until December 31, 2017 (or until her return) as recommended by the Superintendent. Her salary (BA Step 1)*, per diem, 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 and Board Policy #4212.4 (Physicals for Employees) *salary pending successor negotiated agreement
100% of salary will be charged to Account #11-130-100-101-11-10

9. APPROVAL/JOB DESCRIPTION/ADMINISTRATIVE SECRETARY TO THE SUPERINTENDENT

That the Board of Education approves the job description for the position of Administrative Secretary to the Superintendent as recommended by the Superintendent. (Attachment D)

10. ADDITIONAL ATHLETIC POSITION/2017-2018 SCHOOL YEAR

That the Board of Education approves the appointment of the following individual to an Athletic position for the 2017-2018 school year as recommended by the Superintendent and Personnel Committee. The stipend for this position will be in accordance with the negotiated agreement between the Board of Education and the South Amboy Education Association:

John Zammit Boys Basketball (Varsity)

100% of salary will be charged to Account #11-402-100-110-11-11

11. APPROVAL/VOLUNTEER COACH/2017-2018 SCHOOL YEAR

That the Board of Education approves the appointment of the following volunteer coach in our district for the 2017-2018 school year as recommended by the Superintendent. Approval is contingent upon completion of the Criminal History Background Check:

Anthony Conrad Boys Soccer (Varsity)

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, Perez, Riley, Simko, Taggart, Kern
- Nays: None
- Abstention: None
- Absent: Smith

BUDGET AND FINANCE MOTIONS

1. BUDGETARY TRANSFERS

The Board of Education approves the attached transfers for June 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 06/26/2017 –06/30/2017

The Board of Education approves the following expenditures for 06/26/17-06/30/17

Bills For	Amount
Regular Bills	281,379.81
06/30/17 Payroll	<u>107,039.89</u>
TOTAL	<u>\$ 388,419.70</u>
June Agency	529,405.79

3. ACCEPT THE SECRETARY AND TREASURER REPORT – JUNE 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 JUNE 2017 ORGANIZATIONAL FUND BALANCES

The Board of Education accepts the attached June 2017 Organizational Fund Balances. (Attachment E)

5. ACCEPT THE JUNE 2017 ATHLETIC FUND BALANCES

The Board of Education accepts the attached June 2017 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:

Staff/Board Member	Program Date	Program Title or Event	Fees	GAAP Account
John Dragotta Lynn Kasics Amy McLaughlin Raymond Perez Kevin Riley Tyler Simko Philip Smith Paula Taggart Jorge E. Diaz Peter Frascella	October 23 - 26, 2017	2017 NJSBA Workshop	\$1,500	11-000-230-500-01-00

7. EXPENDITURES FOR 07/01/2017 –07/24/2017

The Board of Education approves the following expenditures for 07/01/17-07/24/17

Bills For	Amount
Regular Bills	140,922.06
07/15/17 Payroll	126,465.90
TOTAL	<u>\$ 267,387.96</u>

8. 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 of which the district is a member.

9. APPROVAL OF AUTHORIZATION TO MAKE BUDGET TRANSFERS

That the Board of Education designates the Business Administrator to approve such line item budget transfers as are necessary between Board of Education meetings and those such transfers shall be reported to and approved by the Board of Education at the next meeting of the Board of Education.

10. 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.

11. APPROVAL OF RESOLUTION OF DISPOSAL OF SURPLUS PROPERTY

That the Board of Education approves the Resolution of Disposal of Surplus Property which shall be conducted through GovDeals pursuant to State Contract A-83453. (Attachment G)

12. APPROVAL OF RESOLUTION TO PARTICIPATE IN HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION COOPERATIVE PRICING SYSTEM

That the Board of Education approves the Resolution to become a Member of the Hunterdon County Educational Services Commission Cooperative Pricing System. (Attachment H)

13. APPROVAL OF RESOLUTION TO USE HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION COOPERATIVE PRICING

That the Board of Education approves the Resolution to use the Hunterdon County Educational Services Commission Cooperative Pricing. (Attachment I)

14. APPROVE PROFESSIONAL SERVICES AGREEMENT – HAROLD V. MCKENNA, M.D.

The Board of Education approves a Professional Services Agreement between the South Amboy Board of Education and Harold V. McKenna, M.D. as the School Doctor (as per job description) for the period July 1, 2017 – June 30, 2018 at the rate of \$5,200.00. (Copy of contract is on file in the Board Office.)

15. APPROVE TUITION CONTRACT FOR 2017-2018 E.S.Y. – E.S.C.N.J. – PISCATAWAY REGIONAL DAY SCHOOL

The Board of Education approves tuition contract between the South Amboy Board of Education and E.S.C.N.J. – Piscataway Regional Day School for student #4640775933 for the period June 26, 2017 – August 4, 2017. (Copy of contract is on file in the Board Office).

16. APPROVE TUITION CONTRACT FOR 2017-2018 E.S.Y. – E.S.C.N.J. – BRIGHT BEGINNINGS LEARNING CENTER

The Board of Education approves tuition contract between the South Amboy Board of Education and E.S.C.N.J. – Bright Beginnings Learning Center for student #8486823312 for the period June 26, 2017 – August 4, 2017. (Copy of contract is on file in the Board Office).

17. APPROVE TUITION CONTRACT FOR 2017-2018 E.S.Y. – E.S.C.N.J. – ACADEMY LEARNING CENTER

The Board of Education approves tuition contract between the South Amboy Board of Education and E.S.C.N.J. – Academy Learning Center for students #2753389337 and #9635038745 for the period June 26, 2017 – August 4, 2017. (Copy of contract is on file in the Board Office).

18. APPROVE TUITION CONTRACT FOR 2017-2018 E.S.Y. – E.S.C.N.J. – NUVIEW ACADEMY

The Board of Education approves tuition contract between the South Amboy Board of Education and E.S.C.N.J. – NuView Academy for students #7979323136 and #7956846220 for the period June 26, 2017 – August 4, 2017. (Copy of contract is on file in the Board Office).

19. APPROVE TUITION CONTRACT FOR 2017-2018 E.S.Y. – 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 students #6732255358, #3194689036, #1887907053, #8627372170, #4744776169, #9880067721, #6318540506, #5981261432, #9141052803, #2130241591, #3944564593, #4015445792 for the period June 26, 2017 – August 4, 2017. (Copy of contract is on file in the Board Office).

20. APPROVE TUITION CONTRACT FOR 2017-2018 – N.J. COMMISSION FOR THE BLIND

The Board of Education approves tuition contract between the South Amboy Board of Education and N.J. Commission for the Blind for students #5981261432, #4015445792, #2021717088, #4228703327, #1478089520 for the period September 1, 2017 – June 30, 2018. (Copy of contract is on file in the Board Office).

21. ACCEPT ESEA ALLOCATIONS FOR THE 2017-2018 SCHOOL YEAR

The Board of Education accepts the ESEA 2017-2018 allocation for the 2017-2018 school year as follows:

Title I Part A:	\$ 272,383
Title II Part A:	\$ 34,007
Title III:	\$ 4,813
Title IV:	\$ 10,000

22. USE OF SCHOOL FACILITIES/CITY OF SOUTH AMBOY RECREATION DEPARTMENT

That the Board of Education approves the request of the City of South Amboy Recreation Department to use the Board Office Parking Lot at the Board Office for parking during a Bus Trip on July 25, 2017, from 7:30am until 4:30pm. This activity will be covered by the City of South Amboy's insurance. There is no cost for the Use of Facilities for this activity.

23. USE OF SCHOOL FACILITIES/FROG HOLLOW

That the Board of Education approves the request of Frog Hollow to use the Middle/High School Parking Lot for parking during a swim meet on Tuesday, August 1, 2017 from 6:30am until 1:00pm and Wednesday, August 2, 2017 from 6:30am until 1:00pm and 4:30pm until 9:00pm. This activity will be covered by the Frog Hollow’s insurance. The Board of Education will waive the Use of Facilities fee schedule cost for this activity.

A motion was made by Mr. Riley and seconded by Mrs. Kasics to approve motions One through Twenty-Three of the Budget and Finance section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

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

Nays: None

Abstention: Dragotta (Motion 6 – Dragotta), Kasics (Motion 5, Motion 6 - Kasics), McLaughlin (Motion 6 – McLaughlin), Perez (Motion 6 –Perez), Riley (Motion 6 – Riley), Simko (Motion 6 – Simko), Taggart (Motion 6 – Taggart), Kern (Motions 2 (170105), 5, 8, 15, 16, 17, 18, 19)

Absent: Smith

B. BOARD OF EDUCATION COMMENTS

None

C. PUBLIC COMMENTS

Jennifer Williams – Discussed student residency requirements when a student changes their address.

Kim Seber – Discussed the Fed Up Event on August 31st and asked Mr. Diaz to discuss the other drug prevention initiatives the district is implementing.

E. ADJOURNMENT

A motion by Mr. Dragotta and seconded by Mrs. Kasics that there being no further business the meeting be adjourned at 7:10. Motion carried by unanimous voice vote.

Respectfully submitted,

Peter Frascella

Business Administrator/Board Secretary