

**SOUTH AMBOY BOARD OF EDUCATION
Organization/Business/Public Meeting Minutes
January 3, 2017 – 6:00 P.M. – Middle/High School Cafeteria**

Mr. Peter Frascella, Board Secretary called the meeting to order at 6:00pm.

Mr. Frascella, Board Secretary called the roll:

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

Absent: None

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

Mr. Frascella led all assembled in the Pledge of Allegiance.

Mr. Frascella read the following Open Public Meeting Act Statement: 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.

Motion by Mrs. Kasics, seconded by Mrs. Kern to appoint Mr. Peter Frascella, Board Secretary as the temporary chair of the South Amboy Board of Education. Motion carried by unanimous voice vote.

Mr. Frascella reported the Official results of the November 8, 2016 election as follows:

Mrs. Ann Marie McLaughlin was elected to a 3-year term:	1,393 votes
Mr. Raymond Perez was elected to a 3-year term:	884 votes
Mr. Tyler Smiko was re-elected to a 3-year term:	850 votes
Mr. Kevin Riley was re-elected to a 1-year term:	1,449 votes

Mr. Frascella administered the Oath of Office to the following newly elected Board Members:

1. Mrs. Ann Marie McLaughlin
2. Mr. Raymond Perez
3. Mr. Tyler Simko
4. Mr. Kevin Riley

Motion by Mrs. Kern, seconded by Mr. Riley to accept the official election results of November 8, 2016. Motion carried by unanimous voice vote.

Mr. Frascella called for nominations for Board President for the 2017 year.
Mrs. Kasics nominated Mrs. Janet Kern for Board President.

Hearing no further nominations, a motion was made by Mrs. Kern and seconded by Mrs. Kasics to close nominations for Board President.

Motion by Mrs. Kasics, second by Mr. Dragotta to elect Mrs. Kern for Board President.

Mrs. Kern was elected Board President by the following roll call:

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

Nays: Smith

Abstention: Riley

Absent: None

Mrs. Kern, Board President, took over as chairperson of the South Amboy Board of Education and called for nominations for Board Vice-President for the 2017 year.

Mrs. Kasics nominated Mrs. Taggart for Board Vice-President.

Hearing no further nominations, a motion was made by Mrs. Kasics and seconded by Mrs. Kern to close nominations for Board Vice-President. Motion carried by unanimous voice vote.

Motion was made by Mrs. Kasics, second by Mr. Dragotta to elect Mrs. Taggart for Vice-President.

Mrs. Taggart was elected Board Vice-President by the following roll call:

Ayes: Dragotta, Kasics, Riley, Simko, Smith, Taggart, Kern

Nays: McLaughlin, Perez

Absent: None

Motion by Mrs. Taggart, seconded by Mrs. Kasics accept the Motions and/or Resolutions as recommended by the Superintendent and/or Business Administrator/Board Secretary outlined in Numbers 1 through 20 from January 3, 2017 until the date of the next Organization Meeting:

1. Approve the adoption of the most current edition of Roberts Rules of Order as the official guide of parliamentary procedure governing all actions of this Board except in those instances where those provisions may conflict with any of the established rules under NJ State Law, administrative code, or Board Policy.
2. Approve the adoption of the New Jersey School Board Member Code of Ethics. (All Board Members sign acknowledgment of receipt).
3. Approve that all current written policies, by-laws and rules/regulations in the official Policy Manual of the South Amboy School District be readopted unless modified by the Board of Education in accordance with those applicable policies, by-laws and/or rules and regulations.
4. Approve that all written curriculum, courses, textbooks, workbooks and ancillary materials of the District be adopted, unless modified upon recommendation of the Superintendent.
5. Approve that all present handbooks be continued in effect until modified upon the recommendation of the Superintendent.
6. Approve the 5-Year Long Range Facilities Plan of the South Amboy School District as updated.
7. Approve the emergency procedures described in the official South Amboy School District Emergency Management Plan as recommended by the Superintendent.
8. Approve the adoption of The Uniform Minimum Chart of Accounts for NJ Public Schools issued by the State of NJ Department of Education, Division of Finance.
9. **WHEREAS**, Chapter 231 of the Public Laws of NJ (1975) known as the "Open Public Meetings Act" requires notification of meetings of public bodies, as therein defined, in the manner therein set forth, now therefore be it
RESOLVED: that for purposes of compliance with the Open Public Meetings Act, the South Amboy Board of Education hereby makes the following designations:
 - a. The Home News Tribune and The Star-Ledger are hereby designated as the two newspapers to receive notification of meetings as required by any and all sections of the Open Public Meetings Act, it appearing that these newspapers are most likely to inform the local public of such meetings and meet the requirements of the statute.
 - b. The locations for posting of notice of meetings shall be the bulletin boards in the City of South Amboy Clerk's office, South Amboy Board of Education Office, South Amboy Elementary School, South

Amboy Middle/High School, South Amboy Library, and Senior Citizen Center.

- 10. Approve, as provided by N.J.S.A 18A:22-8.1 amended, that the School Business Administrator/Board Secretary or the Superintendent be designated to approve such line item budget transfers, as necessary, between Board of Education meetings, and that such transfers shall be reported to the Board of Education, ratified and duly recorded in the minutes of the next regular meeting.
- 11. **RESOLVED** that the following Financial Institutions be designated as approved depositories for the South Amboy School District funds and that the Financial Institutions be insured by either the SLIC or the FDIC and/or as required by both Federal and State statutes:

Amboy National Bank

AND BE IT FURTHER RESOLVED that the following warrant signatures be approved:

Account	# of Signatures required	Board President	Board Secretary	Superintendent	Org. / Athletic Custodian
General Fund	3	X	X	X	
Payroll – Salary	2		X	X	
Payroll – Agency	2		X	X	
Summer Savings	2		X	X	
Unemployment Trust	2		X	X	
Cafeteria	2		X	X	
Organization	2		X		X
Athletic	2		X		X
Capital/Investment Accounts	3	X	X	X	
Scholarship Accounts	2		X	X	
FSA / DCA Account	2		X	X	

- 12. **RESOLVED** that Peter Frascella, Business Administrator/Board Secretary is authorized to award contracts up to \$40,000 under the competitive bid laws and to solicit and award quoted contracts up to the quote threshold of \$6,000.00 as he holds certification as a Qualified Purchasing Agent (QPA).
- 13. Authorize the Business Administrator/Board Secretary to issue warrants (checks) for the payment of bills between Board Meetings and to confirm such payments on the next bill list to be approved at the next regular Board Meeting.
- 14. **RESOLVED** that the South Amboy Board of Education hereby establishes a photocopy fee of .05 cents per page for all public documents.
- 15. Approve the following annual appointments/reappointments of Board Officials: (no additional compensation is given for these appointments)

<i>Position</i>	<i>Title</i>	<i>Comment</i>
AHERA Coordinator	Supervisor, Buildings & Grounds	
Affirmative Action Officer	Director of Curriculum/Pupil Personnel Services	P.L. 1975, c.127
Custodian of Records	Board Secretary/Business Admin.	O.P.R.A. Compliance
Free/Reduced Lunch Hearing Officer	Superintendent	
Fund Commissioner (SAIF)	Board Secretary/Business Admin.	
Haz-Com (Right To Know) Coordinator	Board Secretary/Business Admin.	
Health, Safety & Chemical Hygiene Officer	School Nurse(s)	
Homeless Liaison	Director of Curriculum/Pupil Personnel Services	

Indoor Air Quality Coordinator	Supervisor, Buildings & Grounds	
Integrated Pest Management Coordinator	Supervisor, Buildings & Grounds	
Investment Officer	Board Secretary/Business Admin.	
Issuing Officer for Working Papers	MHS Principal	
Public Agency Compliance Officer	Board Secretary/Business Admin.	
Purchasing Agent	Board Secretary/Business Admin.	
Recycling Coordinator	Supervisor, Buildings & Grounds	
Representative to County E.S.C.	Superintendent	
Risk Management Officer	Board Secretary/Business Admin.	
Section 504/ADA Compliance Officer	Director of Curriculum/Pupil Personnel Services	
Substance Awareness Coordinator	School Nurse(s)	

16. Approve the following Tax Shelter Annuity Companies and/or Brokers:

- AIG Retirement (Valic)
- AXA Equitable
- Compass Capital Management (OFI Trust Company)
- ING (ING Life Insurance & Annuity Company)
- Lincoln Investments
- MG Trust Company
- Siracusa Benefits Program (SBP TD Bank Depository Account)

17. Approve the following Disability Insurance Plans:

- AFLAC
- Prudential

18. Approve the following Indemnity Insurance Plans:

- AFLAC
- Prudential

19. WHEREAS the New Jersey Administrative Code 6A:23A-5.s (a) 4 provides that, "Professional services contracts are issued in a deliberate and efficient manner such as through a request for proposals (RFP) based on cost and other specified factors or *other comparable process* that ensures the district receives the highest quality services at a fair and competitive price or through a shared service arrangement"; and

WHEREAS the South Amboy Board of Education has employed a deliberative process that considered the cost of such services and other relevant factors and;

WHEREAS the South Amboy Board of Education is satisfied that the fees being charged for such professional services are fair and competitive; therefore

BE IT RESOLVED that the South Amboy Board of Education hereby *reconfirms* the following appointments:

Service	Name	Compensation
Attorney	Busch Law Group	Agreement on File
Auditor	Holman Frenia Allison, P.A.	Agreement on File
Insurance Agent/Broker	Reliance Insurance Group (Dental)	Agreement on File
Insurance Agent/Broker	Brown & Brown Inc. (Liability Package)	Agreement on File

20. APPROVE ANNUAL MEETING SCHEDULE

The Board of Education approves the 2017 Annual Meeting Schedule as follows:

January, 2017

- 03 Reorganization
- 30 Business Public

February, 2017

August, 2017

- 28 Business/Public

September, 2017

- 25 Business/Public

27 Business/Public

March, 2017

20 Business/Public

April, 2017

24 Business/Public/Budget Hearing

May, 2017

22 Business/Public

June, 2017

26 Business/Public

July, 2017

24 Business/Public

October, 2017

23 Business/Public

November, 2017

20 Business/Public

December, 2017

18 Business/Public

January, 2018

02 Business/Public/Reorganization

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

Nays: None

Absent: None

BOARD OF EDUCATION COMMENTS

Mrs. Kern congratulated those Board Members who were elected and welcomed Mr. Diaz to the district. She mentioned the January 28th charity event for Tom Bukowski.

Lynn Kasics welcomed the new Board Members as well as Mr. Diaz to the district.

Mr. Diaz congratulated all incoming Board Members and thank outgoing Board Members for their service. He read the following Resolution and presented Board Members with certificates for their service.

School Board Recognition Month in New Jersey

WHEREAS, The New Jersey School Boards Association has declared January 2017 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

WHEREAS, The South Amboy Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

WHEREAS, The South Amboy Board of Education embraces the goal of high-quality education for all New Jersey public school students; and

WHEREAS, New Jersey’s local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through 12th grade; and

WHEREAS, New Jersey’s 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers and parents for the betterment of public education; and

WHEREAS, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

WHEREAS, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public’s expectations for the schools; and

WHEREAS, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments; now, therefore, be it

RESOLVED, That the South Amboy Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2017 as **SCHOOL BOARD RECOGNITION MONTH**; and be it further

RESOLVED, That the South Amboy Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

PUBLIC COMMENTS

Maureen Strzykacski – Wished everyone a Happy New Year and discussed how successful the Holiday Idol fund raiser had been. She welcomed Mr. Diaz and the new Board Members to the district and thanked the outgoing Board Members for their service.

ADJOURNMENT

A motion by Mrs. Taggart seconded by Mrs. Kasics that there being no further business the meeting be adjourned at 6:22 pm. Motion carried by unanimous voice vote.

Respectfully submitted,

Peter Frascella

Business Administrator/Board Secretary