**SOUTH AMBOY BOARD OF EDUCATION**

**Business/Public Meeting Minutes**

**October 29, 2018 – 6:00 P.M. – Middle/High School Cafeteria**

**Mrs. Kasic Board Vice President called the meeting to order at 6:00 pm.**

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

Present: Mr. Conrad, Ms. Conway, Mr. Dragotta, Ms. Gonzalez, Ms. Kasics, Ms. McLaughlin, Mr. Perez, Mrs. Taggart, Mr. Walsh

Absent: None

Also Present: Jorge Diaz, Superintendent; Peter Frascella, Board Secretary; Mr. Silvestro, Board Attorney; Mr. Lukie, Student Representative

On a motion by Mr. Conrad and seconded by Mr. Walsh that the Board adjourned into Closed Session at 6:05 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. Conway 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.

**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. Kasics led all assembled in the Flag Salute.**

**Nomination and Election of Board President**

Mrs. Kasics called for nominations for Board President.

Ms. Conway nominated Mr. Conrad for Board President.

Hearing no further nominations, a motion was made by Mr. Dragotta and seconded by Mr. Conrad to close nominations for Board President. Motion Carried by unanimous voice vote.

Motion by Mrs. Kasics, second by Mr. Walsh to elect Mr. Conrad as the Board President. Motion Carried by unanimous voice vote.

Mr. Conrad was elected Board President by the following roll call:

Conrad: Conrad, Conway, Dragotta, Gonzalez, Kasics, McLaughlin, Perez, Taggart, Walsh

Abstention: None

Absent: None

**Presentation**

­­**2017-2018 Student Safety Data System REPORT**

**(January 2018-June 2018)**

Sean Dunphy, Elementary School Principal

Dr. Patrick McCabe, Middle High School Principal

**The Board Committee Chairs reviewed the Agenda Motions**

**MINUTES**

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

September 17, 2018 Special Meeting

September 17, 2018 Closed Session Special Meeting

September 24, 2018 Business-Public Meeting

September 24, 2018 Closed Session/Business Meeting

Ayes: Conrad, Conway, Dragotta, Gonzalez, Kasics, McLaughlin, Perez, Taggart, Walsh

Nays: None

Abstention: None

Absent: None

**EDUCATION & CURRICULUM**

1. CURRICULUM REVISION/2018-2019 SCHOOL YEAR

That the Board of Education approves the following revised curriculum subject area for the 2018-2019 school year, as presented, and as recommended by the Superintendent.

* Comparative Media
1. **DISTRICT GOALS & OBJECTIVES/2018-2019 SCHOOL YEAR**

That the Board of Education approves the District Goals & Objectives for the 2018-2019 school year, as presented, and as recommended by the Superintendent. (Attachment A)

1. **APPROVE/DUAL ENROLLMENT PROGRAM/MIDDLESEX COUNTY COLLEGE/2018-2019 SCHOOL YEAR**

That the Board of Education approves the Dual Enrollment Program, Middlesex County College, for the 2018-2019 school year, as presented, and as recommended by the Superintendent. (Memorandum of Agreement is on file in the Board Office)

1. **ANTI-BULLYING SCHOOL SELF-ASSESSMENT OUTCOMES SUBMISSION/2017-2018 SCHOOL YEAR**

That the Board of Education approves the submission of the outcomes of each school’s self-assessment of the implementation of the New Jersey Anti-Bullying Bill of Rights Act (ABR) in accordance with N.J.S.A. 18A:17-46 for the period of July 1, 2017 through June 30, 2018.

**Public Comment on Education & curriculum Items**

None

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

Ayes: Conway, Dragotta, Gonzalez, Kasics, McLaughlin, Perez, Taggart, Walsh, Conrad

Nays: None

Abstention: None

Absent: None

**POLICY**

1. **REVISON/AWARDS FOR ACHIEVEMENT POLICY #5126**

That the Board of Education approves the revision of the Awards for Achievement Policy #5126, as attached and recommended by the Superintendent. (Attachment B)

1. **REVISON/HOMEWORK MAKE UP WORK POLICY #6154**

That the Board of Education approves the revision of the Homework Make Up Work Policy #6154, as attached and recommended by the Superintendent. (Attachment C)

1. **FIRST READING OF THE ADMINISTERING MEDICATION POLICY AND EMERGENCY ADMINISTRATION OF NALOXONE FOR DRUG OVERDOSE FORM #5141.21**

That the Board of Education approves the first reading of the Administering Medication Policy and Emergency Administration of Naloxone for Drug Overdose Form #5141.21, as attached and recommended by the Superintendent. (Attachment D)

1. **SECOND READING AND ADOPTION OF PHYSICAL RESTRAINT & SECLUSION POLICY AND PHYSICAL RESTRAINT REGULATION #5142.2**

That the Board of Education approves the second reading and adoption of the Physical Restraint & Seclusion Policy and Physical Restraint Regulation #5142.2, as attached and recommended by the Superintendent. (Attachment E)

**Public Comment on POlicy Items**

None

A motion was made by Mrs. Gonzalez and seconded by Mr. Perez to approve motions One through Four of the Policy section of the Business/Public Meeting Agenda as recommended by the Superintendent of Schools.

Ayes: Conway, Dragotta, Gonzalez, Kasics, McLaughlin, Perez, Taggart, Walsh, Conrad

Nays: None

Abstention: None

Absent: None

**PERSONNEL**

1. **APPROVE/SUBSTITUTE TEACHERS /2018-2019 SCHOOL YEAR**

That the Board of Education approves the employment the following substitute teachers for the 2018-2019 school year as recommended by the Superintendent. Employment is contingent upon completion of the Criminal History Background Check (Policy #4111/4211) and Physicals for Employees (Policy #4212.4)

|  |  |
| --- | --- |
| Irene A. Nemser | Daily Rate: $85.00 per diem, without benefits  |
| Jennifer DaSilva | Daily Rate: $85.00 per diem, without benefits |
| Candace Wallace | Daily Rate: $90.00 per diem, without benefits |

1. **APPROVE/HOURLY WAGE INCREASE/BUS DRIVER/2018-2019 SCHOOL YEAR**

That the Board of Education approves the hourly wage increase for bus driver, Sandy Del Prete from $18.00/hour to a rate of $19.50/hour, effective November 1, 2018 as recommended by the Superintendent.

1. **APPROVE/VOLUNTEER COACH/2018-2019 SCHOOL YEAR**

That the Board of Education approves the appointment of the following volunteer position in our district for the 2018-2019 school year as recommended by the Superintendent. Approval is contingent upon completion of the Criminal History Background Check:

 Steven Herdman Boys High School Basketball Coach

1. **APPROVE/EXTENSION OF LONG-TERM GUIDANCE COUNSELOR SUBSTITUTE/ NICOLE FADELL**

That the Board of Education approves the employment extension of Nicole Fadell as a Long-term Guidance Counselor substitute in the Elementary school for a period of September 1, 2018 until February 4, 2019 as recommended by the Superintendent. Her daily rate will be $130, per diem, without benefits. Employment is contingent upon completion of the Criminal History Background Check (Policy #4111/4211) and Physicals for Employees (Policy #4212.4)

1. **APPROVE/LONG-TERM SUBSTITUTE GRADE THREE TEACHER/MARCIA MERCADO**

That the Board of Education approves the employment of Marcia Mercado as a Long-term Grade 3 substitute teacher in the Elementary school for a period of November 1, 2018 until January 23, 2019 as recommended by the Superintendent. Her daily rate will be $130, per diem, without benefits.

1. **RESIGNATION/LAURA BUTLER**

That the Board of Education accepts the resignation of Laura Butler, Pre Kindergarten Teacher at the Elementary school, effective December 17, 2018, or sooner with sincere appreciation for her dedicated service to our district as recommended by the Superintendent.

1. **RESIGNATION/ELLEN J. CAREY**

That the Board of Education accepts the resignation of Ellen J. Carey, Truancy Officer, effective November 30, 2018 with sincere appreciation for her dedicated service to our district as recommended by the Superintendent.

1. **APPROVE/TERMINATION/SUBSTITUTE BUS DRIVER/ JAMES CHRISTIE**

That the Board of Education approves the termination of James Christie, substitute bus driver, effective October 11, 2018 as recommended by the Superintendent.

1. **APPROVE/TITLE 1 AFTER-SCHOOL TUTORING PROGRAM/TEACHERS**

That the Board of Education approves the appointment of the following individuals to a Title 1 after-school tutoring program in the Elementary and Middle High schools for the 2018-2019 school year as recommended by the Superintendent. Rate of pay is $54.00 per hour as reflected in the negotiated agreement between the Board of Education and the South Amboy Education Association

|  |  |
| --- | --- |
| **Elementary School** | **Middle High School** |
| Lori Cannon | Jessica Grasso |
| Eileen DeSouza | Laura Ng |
| Mary Anne Lewis | Nicole Vancil |
|  | Nancy Kovacs |

1. **ACCEPTANCE OF SUPERINTENDENT MERIT GOALS/2018-2019 SCHOOL YEAR**

That the Board of Education accepts the Quantitative (2) and Qualitative (2) Merit Goals of Jorge E. Diaz, Superintendent of Schools for the 2018-2019 School Year as approved by the Middlesex County Executive Superintendent of Schools on October 11, 2018.

1. **APPROVE/PART-TIME IN-SCHOOL SUSPENSION TEACHER/MIDDLE HIGH SCHOOL/GRETA GRASSO**

That the Board of Education approves the employment of Greta Grasso as part-time In-School Suspension Teacher at the Middle High School for the 2018-2019 school year effective October 30, 2018 until June 30, 2019 as recommended by the Superintendent. Her salary of $138.99 per day (.20 BA Step 1), for 80 days during the 2018-2019 school year, with no benefits, in semi-monthly installments will be as reflected in the negotiated agreement between the Board of Education and the South Amboy Education Association.

1. **APPROVE/IEP TRANSLATOR/MARIA M. AQUINO-SOARES**

That the Board of Education approves the appointment of Maria M. Aquino-Soares to serve as an IEP Translator, as needed, for the 2018-2019 school year. Services will be compensated at the employee’s hourly rate of pay.

1. APPROVE/TEACHERS FOR CURRICULUM REVISIONS/2018-2019 SCHOOL YEAR

That the Board of Education approves the following teachers to revise the curriculum subject areas listed for the 2018-2019 school year, as recommended by the Superintendent.

* English 11: Denis Bourgeau
* Life Skills-HS: Susan Shay

**Public Comment on Personnel Items**

None

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

Ayes: Conway, Dragotta, Gonzalez, Kasics, McLaughlin, Perez, Taggart, Walsh, Conrad

Nays: None

Abstention: None

Absent: None

**OTHER MOTION**

1. **ACCEPTANCE OF HARASSMENT, INTIMIDATION & BULLYING (HIB) INCIDENT**

**REPORT/OCTOBER 2018**

That the Board of Education accepts the Harassment, Intimidation & Bullying (HIB) Incident Report for HIB incidents reported to the Board of Education on October 29, 2018. (Attachment F)

A motion was made by Mrs. McLaughlin 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: Conway, Dragotta, Gonzalez, Kasics, McLaughlin, Perez, Taggart, Walsh, Conrad

Nays: None

Abstention: None

Absent: None

BUDGET AND FINANCE MOTIONS

1. **BUDGETARY TRANSFERS**

The Board of Education approves the attached transfers for September 2018 in conjunction with the requirements of N.J.S.A. 18A:22-8-1 and N.J.A.C. 6A:23A-16.10. (Attachment G)

1. **EXPENDITURES FOR 9/25/2018-10/29/2018** (Attachment H)

The Board of Education approves the following expenditures for 9/25/18-10/29/18

|  |  |
| --- | --- |
| **Bills For** |  **Amount**  |
| Regular Bills  | 589,976.29 |
| 9/15/18 Payroll | 432,082.26 |
| 9/30/18 Payroll | 432,630.37 |
| **TOTAL** | **$1,454,688.92**  |
| September Agency | 400,730.05 |

**3. ACCEPT THE SECRETARY AND TREASURER REPORT – SEPTEMBER 2018** (Attachment I)

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 SEPTEMBER 2018 ORGANIZATIONAL FUND BALANCES**

The Board of Education accepts the attached September 2018 Organizational Fund Balances. (Attachment J)

**5. ACCEPT THE SEPTEMBER 2018 ATHLETIC FUND BALANCES**

 The Board of Education accepts the attached September 2018 Athletic Fund Balances. (Attachment K)

**6. FIELD TRIP REQUESTS**

The Board of Education approves the attached field trip requests for the 2018-2019 school year as recommended by the Superintendent. (Attachment L)

 **Trip # MH-19008 – MH-19010**

 **Trip # E-19008 – E-19012**

**7. USE OF SCHOOL FACILITIES/SOUTH AMBOY EDUCATION ASSOCIATION**

That the Board of Education approves the request of the South Amboy Education Association to use the Middle/High School Cafeteria on November 1, 2018 from 7:00pm until 9:00pm for Candidate’s Night. There is no cost for the Use of Facilities for this activity.

**8. USE OF SCHOOL FACILITIES/SOUTH AMBOY PTO**

That the Board of Education approves the request of the South Amboy PTO to use the Middle/High School Cafeteria/Kitchen on January 18, 2019 from 4:00pm until 9:00pm for the Mother Daughter Dance. The event will be covered by the requester’s insurance. There is no cost for the Use of Facilities for this activity.

**9. USE OF SCHOOL FACILITIES/CLASS OF 2023**

That the Board of Education approves the request of the Class of 2023 to use the Middle/High School Cafeteria on November 14, 2018 from 6:00pm until 9:00pm for Pasta Night Fundraiser. There is no cost for the Use of Facilities for this activity.

**10. USE OF SCHOOL FACILITIES/CLASS OF 2019 HOMECOMING DANCE**

That the Board of Education approves the request of the Class of 2019 to use the Middle/High School Cafeteria on December 14, 2018 from 3:00pm until 10:00pm for the Homecoming Dance. There is no cost for the Use of Facilities for this activity.

**11. USE OF SCHOOL FACILITIES/SAHS BASEBALL AND THE RILEY RONE SCHOLARSHIP FUND**

That the Board of Education approves the request of the SAHS Baseball and the Riley Rone Scholarship Funds to use the Middle/High School Parking Lot on May 19, 2019 (Rain date June 2, 2019) from 10:00am until 2:00pm for Touch-a-truck fundraiser. There is no cost for the Use of Facilities for this activity.

**12. USE OF SCHOOL FACILITIES/CLASS OF 2023**

That the Board of Education approves the request of the Class of 2023 to use the Middle/High School Cafeteria on June 14, 2019 from 6:30pm until 10:30pm for the Class Formal. There is no cost for the Use of Facilities for this activity.

**13. Approve Tuition Contract for 2018-2019 – Holmdel Township Board of Education**

The Board of Education approves tuition contract between the South Amboy Board of Education and Holmdel Township Board of Education for student #4610063134 for the period September 5, 2018 – June 13, 2019. (Copy of contract is on file in the Board Office).

**14. Approve Tuition Contract for 2018-2019 – E.S.C.N.J. – NuView Academy Annex**

The Board of Education approves tuition contract between the South Amboy Board of Education and E.S.C.N.J. – Nuview Academy Annex for students #73556913946 and #9900562875 for the period July 1, 2018 – June 30, 2019. (Copy of contract is on file in the Board Office).

**15. Approve Tuition Contract for 2018-2019 – 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 #0342401647, #7979323136, #7956846220 for the period July 1, 2018 – June 30, 2019. (Copy of contract is on file in the Board Office).

**16. Approve Tuition Contract for 2018-2019 – 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 students #7350592711 and #9635038745 for the period September 5, 2018 – June 30, 2019. (Copy of contract is on file in the Board Office).

**17. Approve Tuition Contract for 2018-2019 – 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 #4098271022, #6732255358, #6318540506, #3194689036, #1887907053, #4744776169, #2130241591, #3944564593, #5981261432, #4015445792, #4015445792, #9141052803, #9880067721 for the period September 5, 2018 – June 30, 2019. (Copy of contract is on file in the Board Office).

**18. Approve Tuition Contract for 2018-2019 – 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 September 5, 2018 – June 30, 2019. (Copy of contract is on file in the Board Office).

**19. Approve Tuition Contract for 2018-2019 – 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 September 5, 2018 – June 30, 2019. (Copy of contract is on file in the Board Office).

**20. Approve Tuition Contract for 2018-2019 – Woodbridge Township Schools**

The Board of Education approves tuition contract between the South Amboy Board of Education and Woodbridge Township Schools for student #8993906650 for the period September 5, 2018 – June 30, 2019. (Copy of contract is on file in the Board Office).

1. **ESEA Consolidated AMENDMENT #1**

The Board of Education approves the submission of Amendment #1 to the FY19 ESEA Grant to apply FY18 for Public and Nonpublic carry over funds. (Attachment M)

**22. VOIDED PRIOR YEAR CHECKS**

That the Board of Education approves voiding the following prior year checks:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Check Date** | **Check Number** | **Amount** | **Fund** | **Account Drawn Against** |
| 2/23/2016 | 3242 | 20 | Athletic Fund | Misc. Athletic Acct. |
| 4/4/2016 | 4458 | 85 | General Organization Fund | Yearbook Acct. |
| 4/4/2016 | 4459 | 85 | General Organization Fund | Yearbook Acct. |
| 11/9/2016 | 4563 | 85 | General Organization Fund | Class of 2016 Acct. |
| 2/27/2018 | 4776 | 12 | General Organization Fund | Principal's Account-AP Exam Fees  |

1. **APPROVE/THREE YEAR PRESCHOOL PROGRAM PLAN/2019-2022 SCHOOL YEARS**

That the Board of Education approves the Three Year Preschool Program, for the 2019-2022 school years, as presented, and as recommended by the Superintendent. (Attachment N)

1. **ACCEPTANCE AND APPROVE FOR SUBMISSION – CMP & M-1**

The Board of Education accepts the Annual Maintenance Budget Summary (M-1) and approves the submission of the M-1 and Comprehensive Maintenance Plan Summary, for FY19, to the Middlesex County Department of Education for review. (Attachment O)

1. **DISTRICT APPROVED FINANCIAL ADVISORS – NATIONAL LIFE GROUP**

That the district approves National Life Group as a district Financial Advisor to provide retirement products to the South Amboy Public School employees.

**Public Comment on Other Motions**

None

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

Ayes: Conway, Dragotta, Gonzalez, Kasics, McLaughlin, Perez, Taggart, Walsh, Conrad

Nays: None

Abstention: Kasics (#5)

Absent: None

**B. BOARD OF EDUCATION COMMENTS**

Mr. Dragotta – Asked about the cell phone policy for the students at the Middle/High School.

Mr. Lukie – Reported that bathroom stall locks were not working in one of the bathrooms, and asked about the Princeton Review program coming back to South Amboy. He also discussed the seasons of the Athletic teams.

**C. PUBLIC COMMENTS**

Erin Pierre – Wanted information on G&T as well as specialty tracks for advanced students. Wanted to know what programs were being added in Middle School that would align with the district goals.

Victoria Noon – Asked why there was no communication when the MS girls soccer team bus was delayed when driver stopped at his house. She asked about emergency procedures as well as GPS for bus drivers.

Amy Russo – Asked about emergency contact information the coaches have so they can reach out to parent during an away game.

David Grasso – Requested information regarding the transgender policy.

Mr. Walsh – Stated that he would look the bus incident at the Athletics Committee Meeting.

## D. ADJOURNMENT

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

Respectfully submitted,

##### **Peter Frascella**

Business Administrator/Board Secretary