

**SEASIDE PARK BOARD OF EDUCATION**

**MINUTES**

**REGULAR MEETING MONDAY, MAY 11, 2015**

MINUTES of the REGULAR MEETING of the SEASIDE PARK BOARD OF EDUCATION of the BOROUGH OF SEASIDE PARK, COUNTY OF OCEAN, STATE OF NEW JERSEY, held MONDAY EVENING, MAY 11, 2015.

The meeting was called to order by the President, Mr. Charles Appleby at 6:38 P.M. in the Seaside Park Elementary School Multi-Purpose Room located at 313 S.W. Central Avenue, Seaside Park.

**ANNOUNCEMENT BY BOARD PRESIDENT**

In compliance with the Open Public Meeting Act of the State of New Jersey, adequate notice of this meeting of the Board of Education of the Borough of Seaside Park was provided in the following manner:

- On January 6, 2015, advance written notice was e-mailed to the Asbury Park Press for publication on January 8, 2015
- On January 6, 2015 advance written notice was posted at the Seaside Park Municipal Building
- On January 6, 2015, advance written notice was filed with the Borough Clerk of the Borough of Seaside Park

A roll call of attendance indicated the following Board Members were present: Charles Appleby, Gary Yedman, and Gina Condos. Norma DeNoia and Ronald Neal were absent.

Also in attendance was Barry J. Parliman, Business Administrator/Board Secretary and Robert Budes, Board Attorney.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

Upon motion of Mr. Yedman, seconded by Mrs. Condos, the following resolution was approved:

RESOLVED, That the Board of Education approve the minutes of the following meeting as prepared by the Board Secretary:

March 9, 2015 – Regular Meeting  
March 19, 2015 – 2015-2016 Tentative Budget Adoption

All members present voting Aye.

**COMMUNICATIONS**

- A. Robert Budes, Esquire read an announcement to the public regarding the proposed send-receive agreement with Lavallette.

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were no public comments.

**ANNUAL APPOINTMENTS/APPROVALS**

Upon motion of Mr. Yedman, seconded by Mrs. Condos, the following A through N were approved:

A. Affirmative Action Officer

Approval to appoint Barry Parliman as Affirmative Action Officer for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

B. Public Agency Compliance Officer

Approval to appoint Barry Parliman as Public Agency Compliance Officer for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

C. Auditor

Approval to appoint Robert A. Hulsart & Company, as School Board Auditors for the 2015-2016 school year as per contract.

D. Board Attorney

Approval to appoint Robert Budes, Esquire, as Board Attorney for the 2015-2016 school year as per contract.

E. Asbestos Management Officer

Approval to appoint Barry Parliman as Asbestos Management Officer for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

F. Safety & Health Designee

Approval to appoint Barry Parliman as Safety & Health Designee for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

G. Indoor Air Quality Designee

Approval to appoint Barry Parliman as Indoor Air Quality Designee for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

H. Broker of Record

Approval to appoint Centric Insurance Agency as the Seaside Park Board of Education Broker of Record for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2015.

I. IPM Coordinator

Approval to appoint Barry Parliman as Integrated Pest Management Coordinator for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

J. Right to Know Officer

Approval to appoint Barry Parliman as Right to Know Officer for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

K. Custodian of Records

Approval to appoint Barry Parliman as Custodian of Records for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

L. AHERA Coordinator

Approval to appoint Barry Parliman as AHERA Coordinator for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

M. Official Depositories

Approval to designate Wells Fargo Bank and Bank of America, as the official depositories for the 2015-2016 school year, commencing July 1, 2015 through June 30, 2016.

N. Policies/Regulations

Approval to continue all Policies/Regulations currently in effect through the 2015-2016 school year.

All members present voting Aye.

**FINANCE**

Upon motion of Mr. Yedman, seconded by Mrs. Condos, the following A through F were approved:

- A. To authorize the Board Secretary to advertise for bids, goods and services as needs arise during the 2015-2016 school year.
- B. To approve use of the Uniform Minimum Chart of Accounts for the State of New Jersey Department of Education for the 2015-2016 school year.
- C. To authorize the School Business Administrator to pay bills between Board of Education Meetings with the bills to be approved at the next Regular Board of Education Meeting.
- D. To approve the procurement of goods and services on an as needed basis from State Agencies through State Contracts, and to approve the quote and bidding thresholds of \$3,900 and \$26,000 respectively.
- E. To authorize the Business Administrator/Board Secretary, Board President, Board Vice-President, and Treasurer of School Monies to sign warrants.
- F. To approve Robert’s Rules of Order Parliamentary Procedures.

All members present voting Aye.

**RESOLUTIONS**

Upon motion of Mr. Yedman, seconded by Mrs. Condos, the following resolutions A through E were approved:

**A. AUTHORIZATION FOR USE OF BUILDING**

RESOLVED, That the Board of Education authorize use of the Multi-Purpose Room by the Union Church of Seaside Park for youth and young adults basketball on Tuesday evenings from 6:00 – 8:00 P.M. from May through August 2015.

**B. AUTHORIZATION FOR USE OF BUILDING**

RESOLVED, That the Board of Education authorize use of the Multi-Purpose Room by the Borough of Seaside Park Recreation Department for Zumba classes on Wednesday evenings from 6:30 – 7:30 P.M. from June through September 2015.

**C. AUTHORIZATION FOR USE OF BUILDING**

RESOLVED, That the Board of education authorize use of the school building for a program entitled Marine Science Camp for K – 8<sup>th</sup> grades on the following dates and times:

July 6 – 10, 2015 from 9:00 AM – 2:00 PM  
August 24 – 28, 2015 from 1:00 PM – 4:00 PM

**D. AUTHORIZATION REQUEST FOR DISTRICT TAXES FOR CURRENT EXPENSE**

RESOLVED, That the amount of district taxes, exclusive of debt service requirements needed to meet the 2015-2016 obligations of this Board of Education is \$593,281, and the governing body of the Borough of Seaside Park is hereby requested to place in the hands of the Treasurer of School Monies the following: \$197,761.00 by August 1, 2015, \$197,760.00 by December 1, 2015 and \$197,760.00 by April 2016.

**E. CONFIRMATION OF 2014-2015 PURCHASE ORDERS**

RESOLVED, That the Board of Education confirm the following 2014-2015 purchase orders in the various categories and amounts shown for a total of \$123,185.25.

<u>P.O. #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1415-139	TRBOE	Tuition	11-999-100-561	32,863.29
1415-139	TRBOE	Tuition	11-999-100-562	1,506.30
1415-139	TRBOE	Transportation	11-999-270-513	3,062.70
1415-140	Boro of SSPK	Water/Sewer	11-999-262-490	420.00
1415-144	Ricoh	Communications	11-999-230-530	137.80
1415-145	Berry, Sahradnik et al	Legal Services	11-999-230-331	106.25
1415-146	AT&T	Communications	11-999-230-530	290.90
1415-147	Mathis Bros.	Outside Maintenance	11-999-261-420	300.00
1415-148	Atlantic Printing	Gen’l Admin. Supplies	11-999-230-610	117.00

<u>P.O. #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1415-149	Allied Boiler	Outside Maintenance	11-999-261-420	258.41
1415-150	For Shore Weed	Outside Maintenance	11-999-261-420	382.00
1415-151	Asbury Park Press	Advertising	11-999-230-530	53.00
1415-152	Cablevision	Communications	11-999-230-530	79.90
1415-153	NJNG	Gas Supply	11-999-262-621	2,498.60
1415-154	Statistical Forecasting	Professional Tech Svcs.	11-999-240-300	12,000.00
1415-155	Lloyd Leschuk	Professional Tech Svcs.	11-999-240-300	10,000.00
1415-156	James Kirtland	Professional Tech Svcs.	11-999-240-300	12,000.00
1415-157	SSPK BOE	PERS	11-999-291-241	5,964.00
1415-158	Universal Janitorial	Custodial Supplies	11-999-262-610	103.00
1415-159	TRBOE	Tuition	11-999-100-561	33,446.40
1415-159	TRBOE	Tuition	11-999-100-562	1,506.30
1415-159	TRBOE	Transportation	11-999-270-513	3,062.70
1415-160	On-Tech, Inc.	Communications	11-999-230-530	398.85
1415-161	JCP&L	Electricity	11-999-262-622	1,213.14
1415-162	Shore Logic	Technical Services	11-999-252-330	45.00
1415-163	Ricoh	Communications	11-999-230-530	144.70
1415-164	AT&T	Communications	11-999-230-530	283.01
1415-166	NJNG	Gas Supply	11-999-262-621	717.00
1415-167	OCASBO	Membership Dues	11-999-230-895	225.00

All members present voting Aye.

**SCHOOL BUSINESS ADMINISTRATOR REPORT**  
**Mr. Barry Parlman**

Upon motion of Mr. Yedman, seconded by Mrs. Condos, the following resolutions A through C were approved:

**A. APPROVAL OF FINANCIAL REPORTS**

RESOLVED, That the Board of Education accept and file the following financial reports for the period ended February 28, 2015 and March 31, 2015; copy to follow in the minutes of this meeting:

- Secretary's Report of Expenditures
- Treasurer of School Monies Report

**B. APPROVAL OF BUDGET LINE ITEM REPORT**

RESOLVED, That the Board of Education, pursuant to N.J.A.C. 6:20-2.113(e)\*, do hereby certify that as of February 28, 2015 and March 31, 2015 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials, that to the best of our knowledge no major account or fund has been overexpended in violation of N.J.A.C. 6:20-2.12(b)\* and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

**C. APPROVAL OF CURRENT EXPENSE FUNDS**

RESOLVED, That the Board of Education approve the appropriation adjustments for March 2015.

All members present voting Aye.

**PAYMENT OF BILLS**

Upon motion of Mr. Yedman, seconded by Mrs. Condos, the following resolution was approved:

RESOLVED, That the Board of Education authorize payment of the bills as shown on the bill list dated May 11, 2015, when signed by a majority of the members, in the total amount of \$143,816.02 ; copy to follow in the minutes.

All members present voting Aye.

**ANNOUNCEMENTS**

Monday, May 25, 2015 - Memorial Day – Closed

Monday, July 13, 2015 – Regular Meeting – 6:30 P.M.

**SUPERINTENDENT COMMENTS**

PARCC Testing is complete at Washington Street Elementary School. Transitioning is now taking place to prepare the elementary students who will be entering middle school.

**BOARD COMMENTS**

The Board discussed the request from the Education Foundation to be placed on our insurance policy. The consensus of the Board was to deny this request due to liability concerns.

**PUBLIC COMMENTS**

Mayor Matthies discussed the origin of the Education Foundation and its' purpose.

**ADJOURNMENT**

Upon motion of Mr. Yedman, seconded by Mrs. Condos, the Regular Meeting of the Board of Education was adjourned at 7:45 P.M.

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Barry J. Parlman  
Business Administrator/  
Board Secretary