

SEASIDE PARK BOARD OF EDUCATION

MINUTES

REGULAR MEETING MONDAY, JULY 11, 2016

MINUTES of the REGULAR MEETINGS of the SEASIDE PARK BOARD OF EDUCATION of the BOROUGH OF SEASIDE PARK, COUNTY OF OCEAN, STATE OF NEW JERSEY, held MONDAY EVENING, JULY 11, 2016.

The meeting was called to order by the President, Mrs. Gina Condos at 6:31 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 7, 2016, advance written notice was e-mailed to the Asbury Park Press for publication on January 9, 2016
- On January 7, 2016, advance written notice was posted at the Seaside Park Municipal Building
- On January 7, 2016, 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: Gina Condos, Gary Yedman, Ronald Neal, June Korzeneski, and Michele Miller.

Also in attendance were Barry J. Parlman, Business Administrator/Board Secretary and Robert Budesca, Board Attorney.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Upon motion of Mrs. Condos, seconded by Dr. Neal, the following resolution was approved:

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

May 2, 2016 – Regular Meeting, Public Hearing & Adoption of the 2016-2017 School Budget

All members present voting Aye.

COMMUNICATIONS

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments.

ANNUAL APPOINTMENTS/APPROVALS

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

A. Affirmative Action Officer

Approval to appoint Barry Parlman as Affirmative Action Officer for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

B. Public Agency Compliance Officer

Approval to appoint Barry Parliman as Public Agency Compliance Officer for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

C. Auditor

Approval to appoint Robert A. Hulsart & Company, as School Board Auditors for the 2016-2017 school year.

D. Board Attorney

Approval to appoint Robert Budesca, Esquire, as Board Attorney for the 2016-2017 school year as per contract.

E. Asbestos Management Officer

Approval to appoint Barry Parliman as Asbestos Management Officer for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

F. Safety & Health Designee

Approval to appoint Barry Parliman as Safety & Health Designee for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

G. Indoor Air Quality Designee

Approval to appoint Barry Parliman as Indoor Air Quality Designee for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

H. Broker of Record

Approval to appoint Centric Insurance Agency as the Seaside Park Board of Education Broker of Record for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

I. IPM Coordinator

Approval to appoint Barry Parliman as Integrated Pest Management Coordinator for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

J. Right to Know Officer

Approval to appoint Barry Parliman as Right to Know Officer for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

K. Custodian of Records

Approval to appoint Barry Parliman as Custodian of Records for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

L. AHERA Coordinator

Approval to appoint Barry Parliman as AHERA Coordinator for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

M. Official Depositories

Approval to designate Ocean First Bank, Wells Fargo Bank, and Bank of America, as the official depositories for the 2016-2017 school year, commencing July 1, 2016 through June 30, 2017.

N. Policies/Regulations

Approval to continue all Policies/Regulations currently in effect through the 2016-2017 school year.

All members present voting Aye.

FINANCE

Upon motion of Mr. Yedman, seconded by Mrs. Korzeneski, the following resolutions a through F were approved:

- A. To authorize the Board Secretary to advertise for bids, goods and services as needs arise during the 2016-2017 school year.
- B. To approve use of the Uniform Minimum Chart of Accounts for the State of New Jersey Department of Education for the 2016-2017 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 Mrs. Miller, seconded by Mr. Yedman, the following resolutions A through G were approved:

A. APPROVAL OF CONTRACT FOR THE BUSINESS ADMINISTRATOR

RESOLVED, That the Board of Education approve the contract of Barry J. Parlman, Business Administrator/Board Secretary, approved by the County Office with a 0% increase for the 2016-2017 school year at a salary of \$26,249.00.

B. AUTHORIZATION FOR APPOINTMENT OF BOARD OFFICE SECRETARY

RESOLVED, That the Board of Education authorize the appointment of Denise Bliszczy as Secretary in the Board Office for the 2016-2017 school year commencing July 1, 2016 and only through June 30, 2017 in accordance with the approved employment contract at the annual salary of \$50, 525.00.

C. AUTHORIZATION FOR EMPLOYMENT OF TREASURER OF SCHOOL MONIES

RESOLVED, That the Board of Education authorize employment of Elizabeth Sarantinoudis as Treasurer of School Monies for the 2016-2017 school year at the annual salary of \$4,702.00.

D. AUTHORIZATION FOR APPOINTMENT OF PART-TIME CUSTODIAN

RESOLVED, That the Board of Education authorize the appointment of the following Part-Time Custodian, as needed, in the Seaside Park Elementary School for the 2016-2017 school year commencing July 1, 2016 and only through June 30, 2017.

Guy Mueller \$14.42/hour

E. AUTHORIZATION FOR APPROVAL OF CONTRACT WITH SIGMABIT TECHNOLOGY, INC.

RESOLVED, That the Board of Education approve the contract with Sigmabit Technology, Inc. for an Annual User License Agreement effective July 1, 2016 through June 30, 2017 at a cost of \$5,191.41.

F. AUTHORIZATION FOR USE OF BUILDING

RESOLVED, That the Board of Education authorize use of the Multi-Purpose Room in the event of inclement weather, for a program entitled Marine Science Camp for K – 8th grades from August 22 – August 26, 2016, 9:00 AM – 2:00 PM.

G. CONFIRMATION OF 2015-2016 PURCHASE ORDERS

RESOLVED, That the Board of Education confirm the following 2015-2016 purchase orders in the various categories and amounts shown for a total of \$115,325.90.

<u>P.O. #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1516-133	Berry, Sahradnik et al	Legal Services	11-999-230-331	513.75
1516-134	Ozane	Outside Maintenance	11-999-261-420	168.00
1516-135	Avaya	Communications	11-999-230-530	252.53
1516-136	Asbury Park Press	Advertising	11-999-230-530	20.25
1516-137	NJNG	Gas Supply	11-999-262-621	1,165.38
1516-138	JCP&L	Electricity	11-999-262-622	431.84
1516-139	Optimum	Communications	11-999-230-530	89.89
1516-140	Asbury Park Press	Advertising	11-999-230-530	287.00
1516-141	School Specialty	Gen'l Admin. Supplies	11-999-230-610	2,167.70
1516-144	TRBOE	Transportation	11-999-270-513	2,155.86
1516-144	TRBOE	Tuition	11-999-100-561	48,963.60
1516-145	AT&T	Communications	11-999-230-530	304.93
1516-146	Denise Bliszczy	Custodial Supplies	11-999-262-610	124.64
1516-146	Denise Bliszczy	Gen'l Admin. Supplies	11-999-230-610	17.98
1516-146	Denise Bliszczy	Postage	11-999-230-530	21.74
1516-147	Shore Logic	Admin. Tech Services	11-999-252-330	209.37
1516-148	Rullo & Julliet	Technical Services	11-999-262-300	400.00
1516-149	MGL Printing	Gen'l Admin. Supplies	11-999-230-610	493.00
1516-150	NJNG	Gas Supply	11-999-262-621	828.05
1516-151	Berry, Sahradnik et al	Legal Services	11-999-230-331	63.75
1516-152	Wells Fargo Vendor	Communications	11-999-230-530	84.27
1516-153	BDM Electrical	Outside Maintenance	11-999-261-420	125.00
1516-154	JCP&L	Electricity	11-999-262-622	356.59
1516-155	Optimum	Communications	11-999-230-530	89.89
1516-156	Girtain Sign	Gen'l Admin. Misc.	11-999-230-890	65.00
1516-157	Jersey Coast Fire	Outside Maintenance	11-999-261-420	322.85
1516-158	AT&T	Communications	11-999-230-530	315.01
1516-159	TRBOE	Transportation	11-999-270-513	2,155.86
1516-159	TRBOE	Tuition	11-999-100-562	2,521.89
1516-159	TRBOE	Tuition	11-999-100-561	48,963.60
1516-161	Blossom Lawn Ctr.	Outside Maintenance	11-999-261-420	114.70
1516-162	NJNG	Gas Supply	11-999-262-621	261.78
1516-163	JCP&L	Electricity	11-999-262-622	267.19
1516-164	Berry, Sahradnik et al	Legal Services	11-999-230-331	418.75
1516-165	Staples	Gen'l Admin. Supplies	11-999-230-610	24.99
1516-166	Wells Fargo Vendor	Communications	11-999-230-530	84.27
1516-167	Hartford Steam Boiler	Outside Maintenance	11-999-261-420	55.00
1516-168	Boro of Seaside Park	Water/Sewer	11-999-262-490	420.00

All members present voting Aye.

SCHOOL BUSINESS ADMINISTRATOR REPORT
Mr. Barry J. Parlman

Upon motion of Mr. Yedman, seconded by Dr. Neal, the following resolution was approved:

A. APPROVAL OF FINANCIAL REPORTS

RESOLVED, That the Board of Education accept and file the following financial reports for the period ending April 30, 2016 and May 31, 2016; copies to follow in the minutes of this meeting:

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

All members present voting Aye.

Upon motion of Mrs. Korzeneski, seconded by Mrs. Miller, the following resolution was approved:

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 April 30, 2016 and May 31, 2016, 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 over expended 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.

All members present voting Aye.

Upon motion of Dr. Neal, seconded by Mr. Yedman, the following resolution was approved:

C. APPROVAL OF CURRENT EXPENSE FUNDS

RESOLVED, That the Board of Education approve the appropriation adjustments for June 2016.

All members present voting Aye.

PAYMENT OF BILLS

Upon motion of Mr. Yedman, seconded by Dr. Neal, the following resolution was approved:

RESOLVED, That the Board of Education authorize payment of the bills as shown on the bill list dated July 11, 2016, when signed by a majority of the members, in the total amount of \$190,259.59; copy to follow in the minutes.

All members present voting Aye.

ANNOUNCEMENTS

Monday, September 12, 2016 - Regular Board Meeting – 6:30 P.M.

SUPERINTENDENT COMMENTS

There were no Superintendent comments.

BOARD COMMENTS

Mrs. Condos informed everyone that the Shared Services Agreement which includes the Superintendent with Toms River was not renewed. Additionally, busing to Lavallette Elementary School is being researched.

At this time, the following resolution was presented:

Upon motion of Mrs. Miller, seconded by Mrs. Korzeneski, the following resolution was approved:

RESOLVED, That the Board of Education hire the architectural firm of Becht Engineering, Inc. not to exceed \$12,000.00.

All members present voting Aye.

PUBLIC COMMENTS

Questions were asked about some of the purchase orders including the phone bills. Also, air quality testing was recommended. Discussion regarding committee for use of building purposes.

ADJOURNMENT

Upon motion of Mrs. Korzeneski, seconded by Dr. Neal, the Regular Meeting of the Board of Education was adjourned at 8:30 P.M.

Barry J. Parlman
Business Administrator/
Board Secretary