

SEASIDE PARK BOARD OF EDUCATION

MINUTES

REGULAR MEETING & 2018-2019 TENTATIVE BUDGET ADOPTION

MONDAY, MARCH 19, 2018

MINUTES of the REGULAR MEETING & 2018-2019 TENTATIVE BUDGET ADOPTION of the SEASIDE PARK BOARD OF EDUCATION BOROUGH OF SEASIDE PARK, COUNTY OF OCEAN, STATE OF NEW JERSEY, held MONDAY EVENING, MARCH 19, 2018.

The meeting was called to order by the President, Mrs. June Korzeneski at 6:32 P.M. in the Seaside Park Elementary School 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 18, 2018 advance written notice was e-mailed to the Asbury Park Press for publication on January 20, 2018.
- On January 18, 2018 advance written notice was posted at the Seaside Park Municipal Building
- On January 18, 2018 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: June Korzeneski, Gina Condos, Gary Yedman, and Ronald Neal. Michelle Miller was absent.

Also in attendance was Barry J. Parlman, Business Administrator/Board Secretary.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited, led by June Korzeneski.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Upon motion by Mr. Gary Yedman, seconded by Mrs. Gina 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:

January 8, 2018 – Regular & Annual Reorganization Meeting

All members present voting Aye.

COMMUNICATIONS

- A.** Letter dated March 6, 2018 from Barry Parlman to CBIZ/Centric Insurance Agency re: Use of Building.
- B.** Email dated March 12, 2018 from Michael Toscani, CBIZ/Centric Insurance Agency re: Response to Use of Building.

PUBLIC COMMENTS ON AGENDA ITEMS

There were no public comments at this time.

RESOLUTIONS

Upon motion of Mr. Gary Yedman, seconded by Mrs. Korzeneski the following resolutions A – G were approved:

A. CONFIRMATION FOR APPOINTMENT OF PART-TIME SECRETARY

RESOLVED, That the Board of Education confirmed, by phone poll, the appointment of Elizabeth D’Aloisio as a part-time secretary in the Board Office commencing February 1, 2018 and only through June 30, 2018 in accordance with the approved employment contract.

B. CONFIRMATION FOR USE OF BUILDING

RESOLVED, That the Board of Education confirmed use of the school building by the Seaside Park Taxpayers Association for meetings, every other Friday from 1:30-3:00 P.M. beginning February 9, 2018.

C. AUTHORIZATION FOR USE OF BUILDING

RESOLVED, That the Board of Education authorize use of the Multi-Purpose Room by the Seaside Park PTA for Summer Art Lessons as follows:

Thursdays - July 5, 12, 19, 26, 2018 & August 2, 9, 16, 23, 30, 2018. There will be two classes each day: 10:00 am -12:00 pm and 7:00 pm - 9:00 pm.

D. AUTHORIZATION FOR USE OF BUILDING

RESOLVED, That the Board of Education authorize use of the Multi-Purpose Room by the Seaside Park PTA for Summer Reading Program as follows:

Tuesdays- July 3, 10, 17, 24, 31, 2018 and August 7, 2018. There will be two classes each day: 9:00 am-10:00 am & 10:00 am – 11:30 am.

Fridays – July 6, 13, 20, 27, 2018 and August 3, 10, 2018: 9:30-11:00 am.

E. AUTHORIZATION FOR PROFESSIONAL DEVELOPMENT PLAN

RESOLVED, That the Board of Education authorize Elizabeth D’Aloisio to attend the Administrative Assistant Program, sponsored by the NJASBO on Tuesday, May 8, 2018 in Mt. Laurel, NJ at a cost of \$100.00.

F. AUTHORIZATION FOR AID-IN-LIEU

RESOLVED, That the Board of Education authorize Aid-in-Lieu Transportation, to be paid for one student attending Island Heights Elementary School at a cost of \$1000.00 for the 2017-2018 school year.

G. AUTHORIZATION FOR APPROVAL TO CHANGE BANK SIGNATURES

RESOLVED, That the Board of Education approve changing bank signatures on Ocean First Bank accounts with (3) signatures being June Korzeneski, Barry J. Parliman and Elizabeth Sarantinoudis. Facsimiles allowed.

H. CONFIRMATION OF TRANSPORTATION CONTRACTS

RESOLVED, That the Board of Education confirm the following contracts with Toms River Regional Schools for transportation for the 2017-2018 school year:

Route # WS18A – Washington Street – 9/1/17-6/30/18 - \$8,532.00

Route # PSOUA – Early Learning Center – 9/1/17-6/30/18 - \$1,328.40

Route # ED12A – East Dover – 9/1/17-6/30/18 - \$514.80

Route # CG05A – Cedar Grove – 9/1/17-6/30/18 – \$3,481.20

Route #IE02A – Intermediate East – 9/1/17-6/30/18 - \$6,327.00

Route #IS018 – Intermediate South – 9/1/17-6/30/18 – 4,647.60

H. CONFIRMATION OF 2017-2018 PURCHASE ORDERS

RESOLVED, That the Board of Education confirm the following 2017-2018 purchase orders in the various categories and amounts shown for a total of \$234,516.27

<u>P.O. #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1718-067	Berry, Sahradnik et al	Legal Services	11-999-230-331	721.49
1718-068	JCP&L	Electricity	11-999-262-622	474.06
1718-069	Wells Fargo	Communications	11-999-230-530	84.27
1718-071	South Jersey Energy	Gas Delivery	11-999-262-621	360.16
1718-070	Asbury Park Press	Advertising	11-999-230-530	18.70
1718-072	Lezgun	Outside Maintenance	11-999-261-420	1,075.00
1718-073	Optimum	Communications	11-999-230-530	89.89
1718-074	ADP	Other Purchased Svcs.	11-999-230-339	297.81
1718-075	NJNG	Gas Supply	11-999-262-621	671.63
1718-076	Shore Logic	Technical Services	11-999-252-330	45.00
1718-077	Denise Bliszczy	Postage	11-999-230-530	33.49
1718-077	Denise Bliszczy	Custodial Supplies	11-999-261-610	131.93
1718-078	NJ State Health	Health Benefits	11-999-291-270	1,245.52
1718-079	JCP&L	Electricity	11-999-262-622	574.44
1718-080	Wells Fargo	Communications	11-999-230-530	84.27
1718-081	NJNG	Gas Supply	11-999-262-621	1,311.15
1718-082	Optimum	Communications	11-999-230-530	89.89
1718-083	ADP	Other Purchased Svcs.	11-999-230-339	287.81
1718-084	Asbury Park Press	Advertising	11-999-230-530	992.40
1718-085	AT&T	Communications	11-999-230-530	201.88
1718-086	Simplex Grinnell	Outside Maintenance	11-999-261-420	1,749.79
1718-087	Universal Janitorial	Custodial Supplies	11-999-262-610	118.00
1718-088	Fleck's Paint Spot	Custodial Supplies	11-999-262-610	61.30
1718-089	BDM Electric	Outside Maintenance	11-999-261-420	85.00
1718-090	For Shore Weed	Outside Maintenance	11-999-261-420	390.00
1718-091	South Jersey Energy	Gas Delivery	11-999-262-621	805.71
1718-093	Avaya	Communications	11-999-230-530	97.14
1718-094	Postmaster	Communications	11-999-230-530	250.00
1718-095	Williamson Law Book	General Admin Supplies	11-999-230-610	358.50
1718-096	Lavallette BOE	Tuition	11-999-100-561	44,982.00
1718-097	Toms River BOE	Tuition-Regular	11-999-100-561	37,492.20
1718-097	Toms River BOE	Tuition-Special	11-999-100-562	6,200.04
1718-099	NJ State Health	Health Benefits	11-999-291-270	1,207.66
1718-100	AT&T	Communications	11-999-230-530	202.85
1718-101	Central Regional BOE	Transportation	11-999-270-513	12,510.00
1718-102	Toms River BOE	Tuition-Regular	11-999-100-561	34,557.12
1718-102	Toms River BOE	Tuition-Special	11-999-100-562	6,468.36
1718-103	ADP	Other Purchased Svcs	11-999-230-339	10.00
1718-104	Elizabeth D'Aloisio	General Admin Exp	11-999-230-890	28.50
1718-105	ADP	Other Purchased Svcs	11-999-230-339	10.00
1718-107	Berry, Sahradnik, et al	Legal Services	11-999-230-331	448.75
1718-108	Wells Fargo	Communications	11-999-230-530	84.27
1718-109	NJNG	Gas Supply	11-999-262-621	964.95
1718-111	ADP	Other Purchased Svcs	11-999-230-339	290.75
1718-112	JCP&L	Electricity	11-999-262-622	329.99
1718-113	Optimum	Communications	11-999-230-530	89.89
1718-114	South Jersey Energy	Gas Delivery	11-999-262-621	588.13
1718-115	ADP	Other Purchased Exp	11-999-230-339	94.80
1718-116	OCASBO	Membership Dues	11-999-230-895	225.00
1718-117	Nancy Poss	Transportation	11-999-270-513	500.00
1718-118	Toms River BOE	Transportation	11-999-270-513	12,415.50
1718-119	Staples	General Admin Supply	11-999-230-610	115.98
1718-120	Toms River BOE	Tuition-Regular	11-999-100-561	34,976.40
1718-120	Toms River BOE	Tuition-Special	11-999-100-562	6,468.36
1718-120	Toms River BOE	Transportation	11-999-270-513	2,483.10
1718-121	Lavallette BOE	Tuition	11-999-100-561	14,994.00
1718-122	Borough of SSP	Water & Sewer	11-999-262-490	420.00
1718-123	NJ State Health	Health Benefits	11-999-291-270	2415.32
1718-124	Staples	General Admin Supply	11-999-230-610	24.30
1718-125	AT&T	Communications	11-999-230-530	211.82

All members present voting Aye.

SCHOOL BUSINESS ADMINISTRATOR REPORT
Mr. Barry J. Parlman

Upon motion of Mrs. Gina Condos, seconded by Mr. Gary Yedman, the following resolutions A –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 December 31, 2017 and January 31, 2018; copy to follow in the minutes of this meeting:

- Secretary's Report of Expenditure
- 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 December 31, 2017 and January 31, 2018, after review of the Secretary's monthly financial reports (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.

C. APPROVAL OF CURRENT EXPENSE FUNDS

RESOLVED, That the Board of Education approve the appropriation adjustments for February 2018.

All members present voting Aye.

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

D. ADOPTION OF THE TENTATIVE 2018-2019 SCHOOL BUDGET

BE IT RESOLVED, That the tentative budget be approved for the 2018-2019 School Year using the 2018-2019 state aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<u>General Fund</u>	<u>Special Revenues</u>	<u>Debt Service</u>	<u>Total</u>
2018-2019 Total Expenditures	1,318,448	0	54,000	1,372,448
Less Anticipated Revenue	833,993	0	0	833,993
Total To Be Raised	484,455	0	54,000	538,455

And to advertise said tentative budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, That a public hearing be held in the Seaside Park Elementary School, Seaside Park, New Jersey on Monday, April 30, 2018 at 6:30 P.M. for the purpose of conducting a public hearing on the budget for the 2018-2019 School Year.

All members present voting Aye.

PAYMENT OF BILLS

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

RESOLVED, That the Board of Education authorize payment of the bills as shown on the bill list dated March 19, 2018, when signed by a majority of the members, in the total amount of \$246,606.29; copy to follow in the minutes.

All members present voting Aye.

ANNOUNCEMENTS

A. Monday, May 21, 2018 – Regular Meeting- 6:30 P.M.

BOARD COMMENTS

Mrs. Condos stated that we should look into putting a plan in place for the bus to have an alternate bus route, that parents would be notified of, in the case of inclement weather or bayside flooding so that children are not being left at a stop other than the expected one without parents knowing. This information would be worked out with Central Regional Transportation and then included in the welcome letter along with bus passes and other beginning of year information so that everyone is well informed and on the same page. She also would like to reinforce with the Seaside Park families that are riding the bus that any concerns that arise regarding the bus should be reported to the Board office as soon as possible so that we can take the necessary steps to remedy the issue.

Mr. Parlman said that he would look into whether or not a parent/guardian is required by law to be present when a child is getting on and off the bus.

Mr. Yedman informed the Board that on Thursday, March 22, 2018 a walk through is scheduled to take place for any contractors planning to submit a bid for the electric work needed. He also noted that he anticipates that the HVAC walk through will take place the first or second week of April.

June asked Denise if she had received any proposals for a new boiler, however, Gary explained that the new system will also cover the office heating, therefore the proposals Denise had obtained will no longer be needed.

Some discussion was had in regards to different groups using the building for various recreational activities. Mr. Yedman suggested that the Board look into the cost of obtaining liability insurance for such activities so that the school can be used more frequently.

Mr. Yedman proposed that the Board request a “Special Choice” option for students beyond sixth grade. Mrs. Korzeneski pointed out that the Seaside Park Board of Education is only responsible for students K-6 and therefore it would be out of our scope.

PUBLIC COMMENTS

There were questions about the CDL loan. Mr. Parlman explained further for the public.

The Environmental Committee is having the Monarch Butterfly coloring contest again this year for Seaside Park students. They have requested that we run the labels for the mailing of this project again.

ADJOURNMENT

Upon motion of Mr. Yedman, seconded by Dr. Neal the Regular Meeting & 2018-2019 Tentative Budget Adoption of the Board of Education was adjourned at 7:52 P.M.

Barry J. Parlman
Business Administrator/
Board Secretary