

SEASIDE PARK BOARD OF EDUCATION

MINUTES

REGULAR MEETING MONDAY, JULY 15, 2019

MINUTES of the REGULAR MEETING of the SEASIDE PARK BOARD OF EDUCATION BOROUGH OF SEASIDE PARK, COUNTY OF OCEAN, STATE OF NEW JERSEY, held MONDAY EVENING, JULY 15, 2019.

The meeting was called to order by the President, Mrs. June Korzeneski at 6:35 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 December 18, 2018, advance written notice was e-mailed to the Asbury Park Press for publication on December 21, 2019
- On December 18, 2018, advance written notice was posted at the Seaside Park Municipal Building
- On December 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, Michelle Miller, and Ronald Neal. Gary Yedman arrived at 6:45 P.M. and Gina Condos was absent.

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

The pledge of allegiance was recited, led by board President, June Korzeneski.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Upon motion by Ms. Miller, 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 6, 2019 – Regular Meeting, Public Hearing & Adoption of the 2019-2020 School Budget

All members present voting Aye.

COMMUNICATIONS

There were no communications.

PUBLIC COMMENTS ON AGENDA ITEMS

No comments were made at this time.

ANNUAL APPOINTMENTS/APPROVALS

Upon motion by Dr. Neal, seconded by Ms. Miller, the following resolutions were approved:

A. Affirmative Action Officer

Approval to appoint Barry Parliman as Affirmative Action Officer for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

B. Public Agency Compliance Officer

Approval to appoint Barry Parliman as Public Agency Compliance Officer for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

C. Auditor

Approval to appoint Robert A. Hulsart & Company, as School Board Auditors for the 2019-2020 school year.

D. Board Attorney

Approval to appoint Robert Budesca, Esquire, as Board Attorney for the 2019-2020 school year as per contract.

E. Asbestos Management Officer

Approval to appoint Barry Parliman as Asbestos Management Officer for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

F. Safety & Health Designee

Approval to appoint Barry Parliman as Safety & Health Designee for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

G. Indoor Air Quality Designee

Approval to appoint Barry Parliman as Indoor Air Quality Designee for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

H. Broker of Record

Approval to appoint CBIZ Insurance Agency as the Seaside Park Board of Education Broker of Record for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

I. IPM Coordinator

Approval to appoint Barry Parliman as Integrated Pest Management Coordinator for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

J. Right to Know Officer

Approval to appoint Barry Parliman as Right to Know Officer for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

K. Custodian of Records

Approval to appoint Barry Parliman as Custodian of Records for the 2019 - 2020 school year, commencing July 1, 2019 through June 30, 2020.

L. AHERA Coordinator

Approval to appoint Barry Parliman as AHERA Coordinator for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

M. Official Depositories

Approval to designate Ocean First Bank, Wells Fargo Bank, and Bank of America, as the official depositories for the 2019-2020 school year, commencing July 1, 2019 through June 30, 2020.

N. Policies/Regulations

Approval to continue all Policies/Regulations currently in effect through the 2019-2020 school year.

All members present voting Aye.

FINANCE

Upon motion by Ms. Miller, seconded by Dr. Neal, the following resolutions were approved:

- A. To authorize the School Business Administrator to advertise for bids, goods and services as needs arise during the 2019-2020 school year.
- B. To approve use of the Uniform Minimum Chart of Accounts for the State of New Jersey Department of Education for the 2019-2020 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 by Ms. Miller, seconded by Dr. Neal, the following resolutions 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 2019-2020 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 Elizabeth D'Aloisio as Secretary in the Board Office for the 2019-2020 school year commencing July 1, 2019 and only through June 30, 2020 in accordance with the approved employment contract at the annual salary of \$24,480.00.

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 2019-2020 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 2019-2020 school year commencing July 1, 2019 and only through June 30, 2020.

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, 2019 through June 30, 2020 at a cost of \$5,728.00

F. AUTHORIZATION FOR APPROVAL OF CONTRACT WITH SEASIDE HEIGHTS BOARD OF EDUCATION FOR SHARED SERVICES FOR PRE-K

RESOLVED, That the Board of Education approve the contract with Seaside Heights Board of Education for shared services for Pre-k effective September 1, 2019 through June 30, 2022.

G. CONFIRMATION FOR USE OF BUILDING

RESOLVED, That the Board of Education confirmed use of the Library by the Seaside Park PTA for Reading Camp from July 22, 2019 through July 26, 2019 between the hours of 9:00 A.M. – 11:30 A.M.

All members present voting Aye.

Upon motion by Dr. Neal, seconded by Ms. Miller, the following resolution was approved:

H. CONFIRMATION OF 2018-2019 PURCHASE ORDERS

RESOLVED, That the Board of Education confirm the following 2018-2019 purchase orders in the various categories and amounts shown for a total of \$123,262.33

<u>P.O. #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1819-146	Asbury Park Press	Advertising	11-999-230-530	211.40
1819-147	CIT	Phone System	11-999-230-530	103.65
1819-148	Avaya	Phone System	11-999-230-530	97.14
1819-149	AT&T	Telephone	11-999-230-530	288.36
1819-150	Lavallette BOE	Tuition- April 2019	11-999-100-561	10,883.74
1819-150	Lavallette BOE	Tuition- Special Ed	11-999-100-562	350.64
1819-151	For Shore Weed	Outside Maintenance	11-999-261-420	390.00
1819-152	Optimum	Internet	11-999-230-530	89.89
1819-153	On-Tech	Communication	11-999-230-530	129.44
1819-154	UGI Energy	Gas Supply	11-999-262-621	252.90
1819-155	Wells Fargo Vendor	Copier	11-999-230-530	84.27
1819-156	Ozane	Maintenance	11-999-261-420	198.00
1819-157	JCP&L	Electric	11-999-262-622	411.32
1819-158	NJNG	Gas Delivery	11-999-262-621	441.81
1819-159	Johnson Controls	Fire Alarm Monitoring	11-999-261-420	1,749.79
1819-160	Toms River BOE	Tuition- April 2019	11-999-100-561	17,823.10
1819-160	Toms River BOE	Transportation – April ‘19	11-999-270-513	952.92
1819-161	ADP	Payroll Processing	11-999-230-339	304.50
1819-162	Guardian Contracting	Asbestos Removal	12-999-400-450	450.00
1819-163	Universal Janitorial	Maintenance Supplies	11-999-262-610	184.00
1819-166	Central Regional BOE	Transportation	11-999-270-513	12,982.50
1819-167	Boro of SSPK	Water/Sewer	11-999-262-490	420.00
1819-168	Optimum	Internet	11-999-230-530	89.89
1819-169	UGI Energy	Gas Supply	11-999-262-621	313.80
1819-170	NJNG	Gas Delivery	11-999-262-621	518.86
1819-171	JCP&L	Electric	11-999-262-622	744.02
1819-172	Wells Fargo Vendor	Copier	11-999-230-530	168.54
1819-173	JCP&L	Electric	11-99-262-622	295.30
1819-174	Lavallette BOE	Tuition – May 2019	11-999-100-561	9,467.64
1819-174	Lavallette BOE	Tuition Special Ed	11-999-100-562	1,213.80
1819-175	Toms River BOE	Tuition – May 2019	11-999-100-561	17,823.10
1819-175	Toms River BOE	Transportation – May 2019	11-999-270-513	952.92
1819-176	CIT	Phone System	11-999-230-530	103.65
1819-177	AT&T	Telephone	11-999-230-530	289.69
1819-178	Corby Associates	Playground Inspection	11-999-230-339	750.00
1819-179	ADP	Payroll Processing	11-999-230-339	304.80
1819-180	Allied Boiler	Boiler Repair	11-999-261-610	200.00
1819-181	FEMA Finance	CDL Loan	40-701-510-910	16,092.72
1819-182	Berry, Sharadnik, et al	Legal Services	11-999-230-331	293.30
1819-183	Bahr & Sons Electrical	Electric Repair	11-999-230-339	1,688.72
1819-184	Central Regional BOE	Transportation	11-999-270-513	3,000.00
1819-187	Lavallette BOE	Tuition – June 2019	11-999-100-561	9,467.64
1819-187	Lavallette BOE	Tuition- Special Ed	11-999-100-562	1,685.68
1819-188	Mulch Express	Playground Mulch	11-999-262-420	2,160.00
1819-189	Sigmabit Technology	Contract Renewal	11-999-251-340	5,728.00
1819-190	Jersey Coast Fire	Inspection Fire Ext.	11-999-262-420	182.45
1819-191	Optimum	Internet	11-999-230-530	89.89
1819-192	NJ Div. of Fire Safety	Annual Inspection	11-999-262-300	323.00
1819-193	NJNG	Gas Delivery	11-999-262-621	208.79
1819-194	JCP&L	Electric	11-999-262-622	180.58
1819-195	UGI Energy	Gas Supply	11-999-262-621	22.53
1819-196	CIT	Phone System	11-999-230-530	103.65

All members present voting Aye.

SCHOOL BUSINESS ADMINISTRATOR REPORT - Mr. Barry J. Parlman

Upon motion by Ms. Miller, 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, 2019 and May 31, 2019; 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 by Mr. Yedman, seconded by Dr. Neal, 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, 2019 and May 31, 2019, 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 by Mr. Yedman, seconded by Dr. Neal, the following resolution was approved:

C. APPROVAL OF CURRENT EXPENSE FUNDS

RESOLVED, That the Board of Education approve the appropriation adjustments for May & June 2019.

All members present voting Aye.

PAYMENT OF BILLS

Upon motion by 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 15, 2019 when signed by a majority of the members, in the total amount of \$ 131,795.55; copy to follow in the minutes.

All members present voting Aye.

ANNOUNCEMENTS

Monday, September 16, 2019 - Regular Board Meeting – 6:30 P.M.

BOARD COMMENTS

Dr. Neal informed the board that he will be moving in September and therefore will not be running for re-election in November. His term is set to expire December 31, 2019. Discussion was had regarding whether or not he can serve until the end of his term. Mrs. Korzeneski asked Mr. Yedman for an update regarding the electrical project. Mr. Yedman stated that JCP&L is scheduled to connect the power from the new pole to the school on August 8, 2019. After that Bahr can complete his work and then the board can move onto getting bids for HVAC.

PUBLIC COMMENTS

A resident thanked the Board members for volunteering their time and for all they do.

ADJOURNMENT

Upon motion of Mrs. Miller, seconded by Dr. Neal the Regular Meeting of the Board of Education was adjourned at 7:28 P.M. All members present voting Aye.

Barry J. Parlman
Business Administrator/
Board Secretary