

SEASIDE PARK BOARD OF EDUCATION

MINUTES

REGULAR MEETING MONDAY, JULY 13, 2020

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 1, 2019.

The meeting was called to order by the President, Ms. Miller 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 February 20, 2020, advance written notice was e-mailed to the Asbury Park Press for publication on February 24, 2020.
- On February 20, 2020, advance written notice was posted at the Seaside Park Municipal Building
- On February 20, 2020, 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: Michelle Miller, Jasmin Grasso, Gary Yedman, Gina Condos, and June Korzeneski.

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

The pledge of allegiance was recited, led by board President, Michelle Miller.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Upon motion by Ms. Grasso, seconded by Mr. Yedman, the following resolution was approved:

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

June 8, 2020 – Regular Meeting

All members present voting Aye.

COMMUNICATIONS

There were no communications.

BOARD DISCUSSIONS

Ms. Miller informed the board that this past June was the 10-year anniversary of the time capsule, which is currently located under the cupola. The board decided they would like to rebury it once the cupola is moved off of the property which is under contract and have it brought back up in another 10 years so that more time has passed. Discussion regarding the placement of the cupola should be, on the school property. The cupola and time capsule will be need to be moved 30-60 days from the closing of sale property. The board decided it should be moved to the front of the school by the flag pole. Ms. Miller asked for a motion from the floor to gift the gazebo to the Borough of Seaside Park. Mrs. Condos motioned, seconded by Mrs. Korzeneski. All members present voted Aye. Mr. Yedman informed the board about the committee meeting held the previous week regarding the status of the FEMA grant. The proposal from Yezzi & Assoc was discussed and Mr. Parliman suggested to the board that we submit the proposals to FEMA and see if they would be willing to cover the cost.

PUBLIC COMMENTS ON AGENDA ITEMS

No comments were made at this time.

ANNUAL APPOINTMENTS/APPROVALS

Upon motion by Mrs. Korzeneski, seconded by Mr. Yedman, 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, 2020 through June 30, 2021.
- B. Public Agency Compliance Officer
Approval to appoint Barry Parliman as Public Agency Compliance Officer for the 2020-2021 school year, commencing July 1, 2020 through June 30, 2021.
- C. Auditor
Approval to appoint Robert A. Hulsart & Company, as School Board Auditors for the 2020-2021 school year.
- D. Board Attorney
Approval to appoint Robert Budesca, Esquire, as Board Attorney for the 2020-2021 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, 2020 through June 30, 2021.
- F. Safety & Health Designee
Approval to appoint Barry Parliman as Safety & Health Designee for the 2020-2021 school year, commencing July 1, 2020 through June 30, 2021.
- G. Indoor Air Quality Designee
Approval to appoint Barry Parliman as Indoor Air Quality Designee for the 2020-2021 school year, commencing July 1, 2020 through June 30, 2021.
- H. Broker of Record
Approval to appoint CBIZ Insurance Agency as the Seaside Park Board of Education Broker of Record for the 2020-2021 school year, commencing July 1, 2020 through June 30, 2021.
- I. IPM Coordinator
Approval to appoint Barry Parliman as Integrated Pest Management Coordinator for the 2020-2021 school year, commencing July 1, 2020 through June 30, 2021.
- J. Right to Know Officer
Approval to appoint Barry Parliman as Right to Know Officer for the 2020-2021 school year, commencing July 1, 2020 through June 30, 2021.
- K. Custodian of Records
Approval to appoint Barry Parliman as Custodian of Records for the 2020 - 2021 school year, commencing July 1, 2020 through June 30, 2021.
- L. AHERA Coordinator
Approval to appoint Barry Parliman as AHERA Coordinator for the 2020-2021 school year, commencing July 1, 2020 through June 30, 2021.

M. Official Depositories

Approval to designate Ocean First Bank, Wells Fargo Bank, and Bank of America, as the official depositories for the 2020-2021 school year, commencing July 1, 2020 through June 30, 2021.

N. Policies/Regulations

Approval to continue all Policies/Regulations currently in effect through the 2020-2021 school year.

All members present voting Aye.

FINANCE

Upon motion by Ms. Grasso, seconded by Mrs. Condos, the following resolutions were approved:

- A. To authorize the School Business Administrator to advertise for bids, goods and services as needs arise during the 2020-2021 school year.
- B. To approve use of the Uniform Minimum Chart of Accounts for the State of New Jersey Department of Education for the 2020-2021 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. Grasso, seconded by Mrs. Korzeneski, the following resolutions A, B, C, D, & F were approved, E was not approved:

A. 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 2020-2021 school year commencing July 1, 2020 and only through June 30, 2021 in accordance with the approved employment contract at the annual salary of \$25,337.00

B. 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 2020-2021 school year at the annual salary of \$4,702.00.

C. 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 2020-2021 school year commencing July 1, 2020 and only through June 30, 2021.

Guy Mueller \$14.42/hour

D. 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, 2020 through June 30, 2021.

E. AUTHORIZATION FOR USE OF BUILDING

RESOLVED, That the Board of Education authorize use of the Multi-Purpose Room for Toms River Pop Warner Angels for the purpose of cheer practice 2-3 days per week for 2 hours between the months of August through December.

F. CONFIRMATION OF 2019-2020 PURCHASE ORDERS

RESOLVED, That the Board of Education confirm the following 2019-2020 purchase orders in the various categories and amounts shown for a total of \$59,014.87

<u>P.O. #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
1920-186	Central Reg BOE	Transportation	11-999-270-513	11,853.45
1920-187	Boro of SSP	Water/Sewer	11-999-262-490	420.00
1920-188	JCP&L	Electricity	11-999-262-622	484.14
1920-189	Berry, Sahradnik, et al	Legal Services	11-999-230-331	567.50
1920-190	FEMA Finance	CDL Loan Pym	40-701-510-910	16,092.72
1920-191	Lavallette BOE	May/June Tuition Reg	11-999-100-561	22,285.50
1920-191	Lavallette BOE	Tuition Special Ed	11-999-100-562	1,981.25
1920-192	Wells Fargo Vendor	Copier	11-999-230-530	84.27
1920-193	NJNG	Gas Supply	11-999-262-621	262.38
1920-194	ADP	Payroll Fees	11-999-230-339	296.29
1920-195	NJ Div. of Fire Safety	Fire Safety Renewal	11-999-262-300	323.00
1920-196	Optimum	Internet	11-999-230-530	89.89
1920-197	AT&T	Telephone Service	11-999-230-530	365.65
1920-198	Central Reg BOE	Transportation	11-999-270-513	3,800.00
1920-199	CIT	Phone System	11-999-230-530	108.83

All members present voting Aye.

SCHOOL BUSINESS ADMINISTRATOR REPORT - Mr. Barry J. Parlman

Upon motion by Mrs. Korzeneski, seconded by Mr. 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 ending May 31, 2020; copies 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 May 31, 2020, 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.

C. APPROVAL OF CURRENT EXPENSE FUNDS

RESOLVED, That the Board of Education approve the appropriation adjustments for May 2020.

All members present voting Aye.

PAYMENT OF BILLS

Upon motion by Ms. Grasso, 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 July 13, 2020 when signed by a majority of the members, in the total amount of \$ 64,324.73; copy to follow in the minutes.

All members present voting Aye.

ANNOUNCEMENTS

Monday, August 17, 2020 - Regular Board Meeting – 6:30 P.M.

BOARD COMMENTS

Mr. Yedman asked if the school playground is open. Mr. Parlman informed the board that it is still closed. Mr. Parlman informed the board of the request from the code office to allow them to renovate the kindergarten classroom to provide access to the first grade room where their files are kept so that they can provide safe access into their office during the pandemic. A motion from the floor was made by Mr. Grasso, seconded by Mr. Yedman, to approve said renovation. All members present voting Aye. Mr. Budesa and Mr. Parlman will work together to update the lease agreement between the Board of Education and the Borough of Seaside Park.

PUBLIC COMMENTS

There were none at this time.

ADJOURNMENT

Upon motion of Mrs. Korzeneski, seconded by Ms. Grasso the Regular Meeting of the Board of Education was adjourned at 7:49 P.M. All members present voting Aye.

Barry J. Parlman
Business Administrator/
Board Secretary