

**SEASIDE PARK BOARD OF EDUCATION**

**MINUTES**

**REGULAR & ANNUAL REORGANIZATION MEETING**

**MONDAY, JANUARY 11, 2021**

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, JANUARY 11, 2021.

The virtual meeting was called to order by the Business Administrator, Barry Parlman, at 6:38 P.M.

The Pledge of Allegiance was recited.

At this time the Board Attorney administered the Oath of Office to Gina Condos.

A representative from Hulsart & Co. presented the 2019-2020 audit.

**ANNOUNCEMENT BY BOARD SECRETARY/BUSINESS ADMINISTRATOR**

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

- On January 5, 2021 advance written notice was e-mailed to the Asbury Park Press for publication on January 8, 2020.
- On January 6, 2021, advance written notice was posted at the Seaside Park Municipal Building
- On January 6, 2021, 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. Parlman, Business Administrator/Board Secretary and Robert Budesa, Board Attorney.

**ANNOUNCEMENT BY BUSINESS ADMINISTRATOR/BOARD SECRETARY OF RESULTS OF NOVEMBER 3, 2020 ANNUAL ELECTION**

**VOTES COUNTED FOR CANDIDATES**  
**TOTAL**

**CANDIDATES - (1) THREE YEAR TERM**

<b>Gina Condos</b>	<b>748</b>
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**BUSINESS ADMINISTRATOR/BOARD SECRETARY CALLS FOR NOMINATION FOR THE OFFICE OF PRESIDENT**

Mr. Parlman announced that nominations were now in order for the Office of President.

Upon motion by Mrs. Korzeneski, with no second, the name of Michelle Miller was placed in nomination for the Office of Board President.

Upon motion by Ms. Grasso, seconded by Mr. Yedman, the name of Gina Condos was placed in nomination for the Office of Board President.

The Business Administrator/Board Secretary requested any other nominations for the Office of Board President and hearing none, Gina Condos was elected by Roll Call Vote.

**NEW BOARD PRESIDENT CALLS FOR NOMINATIONS FOR OFFICE OF VICE PRESIDENT**

Mrs. Condos announced that nominations were now in order for the Office of Vice President.

Upon motion by Ms. Miller, with no second, the name of June Korzeneski was placed in nomination for the Office of Vice President.

Upon motion by Ms. Grasso, seconded by Mrs. Condos, the name of Gary Yedman was placed in nomination for the Office of Vice President.

The President requested any other nominations for the Office of Vice President and hearing none, Gary Yedman was elected by Roll Call Vote.

**ANNUAL RESOLUTIONS**

Upon motion by Mrs. Korzeneski, seconded by Ms. Miller, the following resolution was approved;

RESOLVED, That the New Jersey School Boards Association “Code of Ethics” shall be considered the official Code of Ethics of the Seaside Park Board of Education:

**CODE OF ETHICS**

- a. I will uphold and enforce all laws, state board rules and regulations, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
- b. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools which meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
- c. I will confine my Board action policy-making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
- d. I will carry out my responsibility, not to administer the schools, but, together with my fellow Board members, to see that they are well run.
- e. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action which may compromise the Board.
- f. I will refuse to surrender my independent judgment to special interest or partisan, political groups or to use the schools for personal gain or for the gain of friends.
- g. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow Board members, interpret to the staff the aspirations of the community for its schools.
- h. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
- i. I will support and protect school personnel in proper performance of their duties.
- j. I will refer all complaints to the chief administrative officer and will act on such complaints at public meetings only after failure of administrative solution.

All members present voting Aye.

**APPOINTMENT OF DELEGATE AND ALTERNATE TO N.J.S.B.A.**

Upon motion by Ms. Miller, seconded by Mrs. Korzeneski the following resolutions were approved;

RESOLVED, That the Board of Education appoint the following members as Delegate and Alternate, respectively, to New Jersey School Boards Association, commencing January 11, 2021 and until the next Organization Meeting of the Board of Education in 2022.

Gary Yedman  
Jasmin Grasso, alternate

**APPOINTMENT OF DELEGATE AND ALTERNATE OF O.C.S.B.A.**

RESOLVED, That the Board of Education appoint the following members as Delegate and Alternate, respectively, to Ocean County School Boards Association, commencing January 11, 2021 and until the next Organization Meeting of the Board of Education in 2022.

Michelle Miller  
June Korzeneski, alternate

All members present voting Aye.

**APPROVAL OF MINUTES OF PREVIOUS MEETING**

Upon motion by Ms. Miller, seconded by Ms. Grasso, the following resolution was approved;

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

Monday, December 7, 2020 – Regular Meeting

All members present voting Aye.

**COMMUNICATIONS**

- A. Letter dated December 23, 2020 from Charles Muller, Interim Executive County Superintendent re: Lavallette Borough School District

**PUBLIC COMMENTS ON AGENDA ITEMS**

There were none.

**RESOLUTIONS**

Upon motion by Mr. Yedman, seconded by Ms. Grasso, the following resolutions A -J were approved;

**A. AUTHORIZATION TO APPROVE RESOLUTION FOR SEMI PROGRAM**

RESOLVED, That the Board of Education approve the following resolution:

**Waiver of Requirements Special Education Medicaid Initiative (SEMI) Program**

Whereas, NJAC 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2020 - 2021, and

Whereas, the Seaside Park Board of Education desires to apply for this waiver due to the fact that the district has fewer than 40 Medicaid eligible classified students.

Now Therefore Be It Resolved, that the Seaside Park Board of Education hereby authorizes the Chief School Administrator to submit to the Executive County Superintendent of Schools in the County of Ocean an appropriate waiver of the requirements of NJAC 6A:23A-5.3 for the 2020 - 2021 school year.

**B. TRAVEL AND RELATED EXPENSE REIMBURSEMENT 2020-2021**

WHEREAS, the Seaside Park Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$500.00 per staff member where prior Board approval shall not be

required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; now

THEREFORE, BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$3,000.00 for all staff and board members.

**C. APPROVAL OF OFFICIAL NEWSPAPER**

RESOLVED, That the Board of Education designate the Asbury Park Press as the official newspaper for the school district.

**D. APPROVAL OF ANNUAL MEETING SCHEDULE**

RESOLVED, That the Board of Education approve the following schedule of meeting dates; formal action will be taken at all regular meetings. All meetings will be held at 6:30 P.M. on the 2nd Monday of every other month, with some exceptions.

March 15, 2021  
May 3, 2021  
July 12, 2021  
September 13, 2021  
November 8, 2021  
January 3, 2021; 4:30 P.M.

**E. AUTHORIZATION OF USE OF BUILDING**

RESOLVED, That the Board of Education authorize use of the Multi-Purpose Room by the Toms River Black Sox U-9 Baseball Team for the purpose of agility training on Tuesday nights starting in January and going through June between the hours of 5 P.M. -7 P.M.

**F. AUTHORIZATION OF USE OF BUILDING**

RESOLVED, That the Board of Education authorize use of the Multi-Purpose Room by the Lavallette School PTO for the purpose of Bi-Monthly meetings on the following dates between the hours of 6:30 P.M. – 7:30 P.M.;

Monday, January 25, 2021  
Monday, March 22, 2021  
Monday, May 17, 2021

**G. AUTHORIZATION OF USE OF BUILDING**

RESOLVED, That the Board of Education authorize use of the Playground, Bathrooms and a vacant classroom by New Logic Educators for the purpose of Marine Science Camp from August 23-27 2021 between the hours of 9:00 A.M. – 2:00 P.M.

**H. APPOINT A REPRESENTATIVE TO THE LAVALLETTE BOARD OF EDUCATION**

Resolved, That the Seaside Park Board of Education appoint June Korzeneski as a representative on the Lavallette Board of Education commencing on January 11, 2021 and until the next Organization Meeting of the Board of Education in 2022.

**I. CONFIRMATION OF TRANSPORTATION CONTRACTS**

RESOLVED, That the Board of Education confirm the following contracts with Toms River Regional Schools for transportation for the 2020-2021 school year:

ROUTE # 1E11A - Intermediate East – 11/9/20 – 6/30/21 - \$318.00

ROUTE# IN2AB - Intermediate North – 11/9/20 – 6/30/21 - \$1,691.00

ROUTE # SB02AA – Silver Bay – 9/8/20 – 6/30/21 - \$1,999.00

ROUTE # WD52A – West Dover – 9/8/20 – 6/30/21 - \$2,300.00

ROUTE # WS12A – Washington Street – 11/9/20 – 6/30/21 - \$334.63

**J. CONFIRMATION OF 2020-2021 PURCHASE ORDERS**

RESOLVED, That the Board of Education confirm the following 2020-2021 purchase orders in the various categories and amounts shown for a total of \$70,372.18

<u>P.O. #</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>
2021-068	Johnson Controls	Fire Alarm	11-999-261-420	\$1,749.79
2021-070	Atra	Janitorial Supplies	11-999-230-610	\$2,519.11
2021-071	TRBOE	Tuition Reg-Nov/Dec	11-999-100-561	\$15,443.40
2021-071	TRBOE	Tuition Spec Ed-Nov/Dec	11-999-100-562	\$13,037.20
2021-072	Lavallette BOE	Tuition Reg- Nov/Dec	11-999-100-561	\$28,792.60
2021-073	ADP	Payroll Processing	11-999-230-339	\$296.60
2021-074	Asbury Park Press	Advertising	11-999-230-530	\$17.10
2021-075	Hulsart & Co	Auditor	11-999-230-332	\$6,300.00
2021-076	Boro of SSP	Water/Sewer	11-999-262-490	\$2.73
2021-077	Optimum	Internet	11-999-230-530	\$89.89
2021-078	UGI Energy	Gas Delivery	11-999-262-621	\$473.42
2021-079	Wells Fargo Vendor	Copier	11-999-230-530	\$168.54
2021-080	NJNG	Gas Supply	11-999-262-621	\$1,115.95
2021-081	AT&T	Telephone	11-999-230-530	\$365.85

All members present voting Aye.

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

Upon motion by Mrs. Yedman, seconded by Ms. Miller the following resolutions were approved;

**A. APPROVAL OF FINANCIAL REPORTS**

RESOLVED, That the Board of Education accept and file the following financial report for the period ended October 31, 2020 and November 30, 2020; 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 October 31, 2020 and November 30, 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 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.

All members present voting Aye.

**ACCEPTANCE OF THE 2019-2020 AUDIT REPORT**

Upon motion by Ms. Grasso, seconded by Mrs. Korzeneski the following resolution was approved;

BE IT RESOLVED, That the Board of Education accept the 2019-2020 Audit Report, with no recommendations, as presented by a representative of Robert A. Hulsart & Company.

All members present voting Aye.

**PAYMENT OF BILLS**

Upon motion by Mrs. Korzeneski, seconded by Ms. Miller the following resolution was approved;

RESOLVED, That the Board of Education authorize payment of the bills as shown on the bill list dated January 11, 2021, when signed by a majority of the members, in the total amount of \$ 77,000.85; copy to follow in the minutes.

All members present voting Aye.

**ANNOUNCEMENTS**

Monday, March 15, 2021 – Regular Meeting – 6:30 P.M.

**BOARD COMMENTS**

Mrs. Korzeneski stated that Lavallette School has had great success thus far with 5 days of in person instruction with over 70 days opened. Mrs. Condos asked if anyone has heard any feedback from Toms River enrollees, which no one had. Ms. Miller asked Mr. Parlman to tell the board about the electrostatic sanitizing tool which had been purchased for the school. Mrs. Korzeneski asked the board if we should reopen the library to the public. It was discussed and unanimously agreed upon that masks and hand sanitizing, with provided sanitizer, would be required and proper informative signage would be hung. Mrs. Condos asked if Canasta and Mah Jong would be returning. Mrs. Korzeneski said the groups are not yet ready to have group meetings again. The board decided that they would like the school sanitized regularly now that several groups were utilizing it throughout the week. Mrs. Korzeneski asked about the status of the sidewalk repair. Mr. Yedman noted that he had received another bid today. Mr. Parlman informed the board that if the newest bid is within the threshold, we will be able to accept this bid, as it is the lowest, we have received to date. Mr. Parlman asked for a motion to approve Robert D. Simcsuk to do the sidewalk repair job. Mrs. Korzeneski made the motion, seconded by Ms. Miller. All members present voted Aye. Mrs. Condos thanked Ms. Miller and Mrs. Korzeneski for serving as Board President and Vice President last year as well as all of the delegates and alternated who volunteered for the coming year.

**PUBLIC COMMENTS**

There were none.

**ADJOURNMENT**

Upon motion of Ms. Grasso, seconded by Mr. Yedman, the Regular Meeting of the Board of Education was adjourned at 7:45 P.M. All members present voting Aye.