

SEASIDE PARK BOARD OF EDUCATION

MINUTES

REGULAR MEETING MONDAY, JULY 12, 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, JULY 12, 2021.

The meeting was called to order by the President, Mrs. Condos at 6:35 P.M.

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 28, 2021 advance written notice was e-mailed to the Asbury Park Press for publication on February 1, 2021.
- On January 28, 2021 advance written notice was posted at the Seaside Park Municipal Building
- On January 28, 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: Jasmin Grasso, Gary Yedman, Gina Condos, and June Korzeneski, and Michelle Miller.

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

The pledge of allegiance was recited, led by board President, Gina Condos.

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

APPROVAL OF MINUTES OF PREVIOUS MEETING

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

May 3, 2021 – Regular Meeting & Public Hearing & Adoption of the 2021-2022 School Budget

All members present voting Aye.

COMMUNICATIONS

- Letter dated May 26, 2021 from The Barrier Island Pickleball Association

PUBLIC COMMENTS ON AGENDA ITEMS

There were none.

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

ANNUAL APPOINTMENTS/APPROVALS

- A. Affirmative Action Officer
Approval to appoint Barry Parliman as Affirmative Action Officer for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- B. Public Agency Compliance Officer
Approval to appoint Barry Parliman as Public Agency Compliance Officer for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- C. Auditor
Approval to appoint Robert A. Hulsart & Company, as School Board Auditors for the 2021-2022 school year.
- D. Board Attorney
Approval to appoint Robert Budesca, Esquire, as Board Attorney for the 2021-2022 school year as per contract.
- E. Asbestos Management Officer
Approval to appoint Barry Parliman as Asbestos Management Officer for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- F. Safety & Health Designee
Approval to appoint Barry Parliman as Safety & Health Designee for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- G. Indoor Air Quality Designee
Approval to appoint Barry Parliman as Indoor Air Quality Designee for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- H. Broker of Record
Approval to appoint CBIZ Insurance Agency as the Seaside Park Board of Education Broker of Record for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- I. IPM Coordinator
Approval to appoint Barry Parliman as Integrated Pest Management Coordinator for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- J. Right to Know Officer
Approval to appoint Barry Parliman as Right to Know Officer for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- K. Custodian of Records
Approval to appoint Barry Parliman as Custodian of Records for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- L. AHERA Coordinator
Approval to appoint Barry Parliman as AHERA Coordinator for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.
- M. Official Depositories
Approval to designate Ocean First Bank, Wells Fargo Bank, and Bank of America, as the official depositories for the 2021-2022 school year, commencing July 1, 2021 through June 30, 2022.

N. Policies/Regulations

Approval to continue all Policies/Regulations currently in effect through the 2021-2022 school year.

All members present voting Aye.

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

10. FINANCE

- A. To authorize the School Business Administrator to advertise for bids, goods and services as needs arise during the 2021-2022 school year.
- B. To approve use of the Uniform Minimum Chart of Accounts for the State of New Jersey Department of Education for the 2021-2022 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.

Upon motion by Ms. Grasso, seconded by Mr. Yedman, the following resolutions A-H and K were approved, H & I were not approved:

RESOLUTIONS

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, for the 2021-2022 school year at a salary of \$27,309.00.

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 2021-2022 school year commencing July 1, 2021 and only through June 30, 2022 in accordance with the approved employment contract at the annual salary of \$26,350.48.

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 2021-2022 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 2021-2022 school year commencing July 1, 2021 and only through June 30, 2022.

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, 2021 through June 30, 2022.

F. CONFIRMATION FOR USE OF BUILDING

RESOLVED, That the Board of Education confirm use of the building for the Seaside Park Police Department for tactical training on June 16, 2021 between the hours of 8:00 A.M. and 4:00 P.M.

G. AUTHORIZATION FOR USE OF BUILDING

RESOLVED, That the Board of Education authorize use of the building for the Toms River Police Department for tactical training on the following dates; September 7, 9, 14, 15, 16, 21, 23, 28, 30, 2021; between the hours of 8:00 A.M. and 4:00 P.M.

H. AUTHORIZATION FOR USE OF BUILDING

RESOLVED, That the Board of Education authorize use of the library for the Seaside Park Book Club on Tuesday evenings starting September 7, 2021 and monthly thereafter, between the hours of 7:00 P.M. and 9:00 P.M.

I. AUTHORIZATION FOR USE OF BUILDING

RESOLVED, That the Board of Education authorize use of one classroom for Geraldine Marino of Seaside Park for private tutoring on Thursdays for 2 hours per day.

J. AUTHORIZATION FOR USE OF BUILDING

RESOLVED, That the Board of Education authorize use of two-three classrooms for Roden Krai for the purpose of teaching Bulgarian classes on Saturdays during the school year between the hours of 2:00 P.M. – 5:00 P.M.

K. 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 \$139,584.64

| <u>P.O. #</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>ACCOUNT</u> | <u>AMOUNT</u> |
|---------------|-------------------------|-----------------------|----------------|---------------|
| 2021-138 | Lavallette BOE | Tuition-March/April | 11-999-100-561 | 25,866.72 |
| 2021-139 | Optimum | Internet | 11-999-230-530 | 179.78 |
| 2021-140 | Ozane | Outside Maintenance | 11-999-261-420 | 203.00 |
| 2021-141 | Berry, Sahradnik, et al | Legal Services | 11-999-230-331 | 135.00 |
| 2021-142 | NJNG | Gas Supply | 11-999-262-621 | 916.20 |
| 2021-143 | Universal Janitorial | Custodial Supplies | 11-999-262-610 | 70.00 |
| 2021-144 | ADP | Payroll Processing | 11-999-230-339 | 276.49 |
| 2021-145 | TRBOE | Tuition Regular-April | 11-999-100-561 | 7,721.70 |
| 2021-145 | TRBOE | Tuition Spec Ed-April | 11-999-100-562 | 12,040.52 |
| 2021-145 | TRBOE | Transportation | 11-999-270-513 | 1,953.01 |
| 2021-146 | UGI Energy | Gas Delivery | 11-999-262-621 | 499.66 |
| 2021-147 | AT&T | Telephone | 11-999-230-530 | 746.04 |
| 2021-149 | FEMA Finance | CDL Loan | 40-701-510-910 | 16,092.72 |
| 2021-150 | TRBOE | Tuition Regular-May | 11-999-100-561 | 7,721.70 |

| <u>P.O. #</u> | <u>VENDOR</u> | <u>DESCRIPTION</u> | <u>ACCOUNT</u> | <u>AMOUNT</u> |
|---------------|-------------------------|---------------------------|----------------|---------------|
| 2021-150 | TRBOE | Tuition Spec Ed-May | 11-999-100-562 | 13,421.00 |
| 2021-150 | TRBOE | Transportation | 11-999-270-513 | 1,871.09 |
| 2021-151 | Brick Twp BOE | Tuition Regular-April | 11-999-100-561 | 2,372.48 |
| 2021-152 | JCP&L | Electricity | 11-999-262-622 | 374.83 |
| 2021-153 | Staples | Office Supplies | 11-999-230-610 | 65.50 |
| 2021-154 | Lavallette BOE | Tuition- May/June | 11-999-100-561 | 22,857.10 |
| 2021-155 | Asbury Park Press | Advertising | 11-999-230-530 | 176.30 |
| 2021-157 | Bahr & Sons | Electric Repairs | 11-999-230-339 | 735.00 |
| 2021-158 | Wells Fargo Vendor | Copier | 11-999-230-530 | 84.27 |
| 2021-159 | Berry, Sahradnik, et al | Legal Services | 11-999-230-331 | 68.85 |
| 2021-160 | Central Regional BOE | Transportation Lavallette | 11-999-270-513 | 19,170.50 |
| 2021-161 | NJNG | Gas Supply | 11-999-262-621 | 720.26 |
| 2021-162 | Boro of SSP | Water/Sewer | 11-999-262-490 | 210.00 |
| 2021-163 | ADP | Payroll Processing | 11-999-230-339 | 296.29 |
| 2021-164 | Lavallette Hardware | Maintenance Supplies | 11-999-261-610 | 38.39 |
| 2021-165 | CIT | Phone System | 11-999-230-530 | 93.29 |
| 2021-166 | Central Regional BOE | Transportation | 11-999-270-513 | 1000.00 |
| 2021-167 | UGI Energy | Gas Delivery | 11-999-262-621 | 346.95 |
| 2021-168 | Ajay Plumbing | Cleaning & Repair | 11-999-262-420 | 550.00 |
| 2021-169 | SSPBOE | PERS | 11-999-291-241 | 710.00 |

All members present voting Aye.

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

SCHOOL BUSINESS ADMINISTRATOR REPORT - Mr. Barry J. Parlman

A. APPROVAL OF FINANCIAL REPORTS

RESOLVED, That the Board of Education accept and file the following financial reports for the period ending April 30, 2021 and May 31, 2021; 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 April 30, 2021 and May 31, 2021, 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 Mrs. Korzeneski, seconded by Mr. Yedman, the following resolution was approved:

PAYMENT OF BILLS

RESOLVED, That the Board of Education authorize payment of the bills as shown on the bill list dated July 12, 2021 when signed by a majority of the members, in the total amount of \$151,292.69; copy to follow in the minutes.

All members present voting Aye.

ANNOUNCEMENTS

Monday, September 13, 2021 - Regular Board Meeting – 6:30 P.M.

BOARD COMMENTS

Mrs. Korzeneski informed the board that the Lavallette superintendent is on a leave of absence through September 1, 2021 and will then be resigning. The Lavallette Board of Ed is on the process of filling the position. Ms. Miller asked if the Third Avenue property had been changed to mixed use. Mrs. Korzeneski responded and said that it was approved for mixed use at the last council meeting. Ms. Miller also mentioned that the Lake Avenue basketball court had been approved for skateboarding, when basketball is not in play. Ms. Grasso asked about the status of the FEMA project and the YMCA and asked what needs to be accomplished to get the FEMA project completed. Mr. Yedman suggested that the board just move forward with the project and then submit the bills to FEMA for payment. Ms. Miller asked the board what their intention was for the building going forward. Mr. Parlman asked Mrs. D'Aloisio, board office secretary, to contact FEMA and ask for a meeting. Ms. Grasso said that she would like to see the school kept as a place to have kid's activities. Mrs. Korzeneski asked if the board can repair the roof without a long-range facility plan. Mr. Parlman said that the roof repair is not part of the FEMA plan so the board can go out to bid for the repairs. Mr. Yedman suggested that the board purchase dehumidifiers to help with the dampness in the school. Mrs. Korzeneski made a motion to contact and hire Yezzi & Associates and have specs completed and roof repair sent out to bid. The motion was seconded by Mrs. Miller and all members present voted Aye.

PUBLIC COMMENTS

There were none.

ADJOURNMENT

Upon motion of Mrs. Korzeneski, seconded by Mr. Yedman, the Regular Meeting of the Board of Education was adjourned at 7:43 P.M. All members present voting Aye.

Barry J. Parlman
Business Administrator/
Board Secretary