OCEAN GATE BOARD OF EDUCATION
REGULAR MEETING

May 16, 2018

AGENDA

The Regularly Scheduled Meeting of the Ocean Gate Board of Education will come to order on Wednesday, May 16, 2018, at 6:30 PM, in the Ocean Gate School.

1. Call to Order

2. Roll Call Attendance **Present** **Absent**

Carlos Acevedo	_____	
Stephanie George-Kopp	_____	
Richard Casey	_____	
Nancy Vassallo	_____	
Juan Alicia	_____	

In attendance are Frank Vanalesti, Superintendent and John Failla, Business Administrator/Board Secretary.

3. Flag Salute

4. Adequate Notice of Meeting

In compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this meeting of the Ocean Gate Board of Education was provided in the following manner: Asbury Park Press and District Website.

5. Public Comments

The Board welcomes public participation during this first discussion period open to agenda items only. However, public comment cannot involve personnel items, individual staff or students. Participants must state their name and current Ocean Gate address.

6. Correspondence

7. Approval of Minutes

RESOLVED, that the Ocean Gate Board of Education approve the following minutes:

Special Meeting	**March 21, 2018**
Budget Meeting	**April 25, 2018**
Regular Meeting	**April 25, 2018**
Closed Session	**April 25, 2018**

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

8. Reports and Recommendations of the Superintendent:

Enrollment is 148

A Fire Drill will be held on May 10, 2018 at 2:00 PM
A Security Drill will be held on May 16, 2018 at 1:00 PM

1 HIB investigation occurred – result – investigated and founded – 1 day suspension

Review of 2016 – 2017 Board Goals

9. Personnel

a) RESOLVED, that the Ocean Gate Board of Education approve Robert Rosenthal for summer technician work , at a rate of $40.00 per hour, not to exceed $4,200.00.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

b) RESOLVED, that the Ocean Gate Board of Education appoint Stephen Brennan as Treasurer of School Monies for the period of July 1, 2018 through June 30, 2019; and FURTHER, that the salary for the Treasurer of School Monies for this period will be $ 2,500.00.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

c) RESOLVED, that the Ocean Gate Board of Education approve the contract for Jeanmarie Rivaldo, as School Secretary/Confidential Secretary to the Superintendent, effective July 1, 2018 through June 30, 2019. Salary will be $34,215.62 annually.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

d) RESOLVED, that the Ocean Gate Board of Education approve Hope Wardell as Confidential Secretary/Board Clerical Aide, effective July 1, 2018 through June 30, 2019. Salary will be $30,872.00.00.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

e) RESOLVED, that the Ocean Gate Board of Education approve the contract of Frank Vanalesti, Superintendent, effective July 1, 2018 through June 30, 2019, July 1, 2019 through June 30, 2020, July 1, 2020 through June 30, 2021 and July 1, 2021 through June 30, 2022. Salary will be $147,794.00 for the 2018-2019 school year subject to County approval.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

f) RESOLVED, that the Ocean Gate Board of Education approve Lourdes LaGuardia as our Part-time Interim Business Administrator/Board Secretary, effective immediately up to 5 hours a week at $55.00 per hour.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

10. <u>Class Trips</u>

a) Cogan/Szewczyk/DeBenedett — **Grade 5/6 Ocean Gate Beach Trip**
June, 2018 — **Walking**
12:00 pm – 2:00 pm — **Costs: None**

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

b) Cogan/DeBenedett — **End of Year Beach Party**
June 15, 2018 — **Beach (walking)**
10:00 AM – 3:00 PM — **Cost: None**

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

c) Cogan — **Fuji Japanese Steakhouse/Jakes Branch Park**
June 4, 2018 — **Admission Approx.: $ 260.00**
11:00 AM – 3:00 PM — **Bus Approx: 250.00**
Total Approx. $510.00

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

11. Approve Appointments

a) RESOLVED, that the Ocean Gate Board of Education approve the following appointments for the 2017-2018 school year:

Treasurer of School Monies	**Stephen Brennan**
Board Secretary	**John Failla**
Principal	**Frank Vanalesti**
Early Childhood Director	**Frank Vanalesti**
Public Agency Compliance Officer	**John Failla**
Affirmative Action Officer	**John Failla**
Attendance Officer	**Frank Vanalesti**
Indoor Air Quality Designee	**John Failla**
Integrated Pest Management Coord.	**John Failla**
Right to Know Officer	**John Failla**
Qualified Purchasing Agent (QPA)	**John Failla**
504 Committee Coordinator	**Maria Colabella**
Substance Awareness Coordinator	**Joanne Hickey-Esler**
Asbestos Management Officer	**John Failla**
Safety and Health Designee	**John Failla**
Custodian of Records	**John Failla**
Appoints Homeless Liaison	**Joanne Hickey-Esler**
Approves Paying of Bills Between Meetings	**John Failla**
Approves Use of Facilities Schedule of Fees	**John Failla**
Approves Collection & Maintenance of Pupil Records	**Frank Vanalesti**

Approval of Joint Transportation Agreements	**John Failla**
Anti-Bullying Committee:	
Anti-Bullying Coordinator	**Patricia Ward**
Anti-Bullying Specialist & Safety Team Member	**AnneMarie Jakositz**
Anti-Bullying Team Member	**Frank Vanalesti**
Anti-Bullying Team Member	**Joanne Hickey-Esler**

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

b) RESOLVED, that the Ocean Gate Board of Education approve the following appointment of the School Architect of Record:

Kevin M. Settembrino, AIA, LEED AP, Principal
Settembrino Architects
25 Bridge Avenue, Suite 201
Red Bank, NJ 07701

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

12. <u>Curriculum</u>

RESOLVED, that the Ocean Gate Board of Education approve all programs, existing curricula that has been aligned to the most recent State Board adopted version of the NJ Teaching Standards, textbook, curriculum and program review cycle for the 2018-2019 school year.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

13. Textbooks

RESOLVED, that the Ocean Gate Board of Education approve the list of Textbooks and Publishers to be used to implement the curriculum for the 2018-2019 school year as submitted by the Superintendent. (under separate cover)

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

14. Donation

RESOLVED, that the Ocean Gate Board of Education accept the donation of an acoustic guitar from Mr. Frank Vanalesti to add to our music program.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

15. 6th Grade Yearbook

RESOLVED, that the Ocean Gate Board of Education approve a $464.64 cost for the yearbook for the 2018 graduating class paid from the Student Activities Account.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

16. Policies

RESOLVED, that the Ocean Gate Board of Education approve the updates or revisions of the following policies: (see attachments)

Visitors	**1250P** **1250LR**
Title I	**6171.3P** **6171.3LR**
Chief School Administrator	**2131P**

	2131LR
Staff Development, Inservice Education, Visitation Conferences	**4131/4131.1P** **4131/4131.1LR** **4131/4131.1E**
Evaluation of Teaching Staff Members	**4116P** **4116LR** **4116R**
Supervision	**4115P** **4115LR**
Special Education	**6171.4P** **6171.4LR**
Equal Educational Opportunity	**5145.4P** **5145.4LR**
Substance Abuse	**5131.6P** **6131.6LR**
Violence and Vandalism	**5131.5P** **5131.5LR**
Conduct and Discipline	**5131P** **5131LR**

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

17. <u>Designation of Meetings</u>

RESOLVED, that the Ocean Gate Board of Education approve the establishment of the following Board of Education 2018-2019 tentative calendar.

BE IT FURTHER RESOLVED, that the Board will meet each month at 6:30 PM, in the Media Room, of the Ocean Gate School, 126 W. Arverne Avenue, Ocean Gate, NJ.

<u>Work Sessions</u>	**<u>Meetings</u>**
	August 15, 2018
	September 19, 2018
	October 17, 2018
	November 21, 2018

December 12, 2018
January 2, 2019 (Regular & Re-org. Part 1)
February 20, 2019
March 6, 2019 March 20, 2019
April 17, 2019
May 15, 2019
June 19, 2019 (Regular & Re-org. Part 2)

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

18. Designated Investor of School Funds

RESOLVED, that the Ocean Gate Board of Education designate the Business Administrator/Board Secretary, as the Investor of School Funds, pursuant to 17:12B-241.,

BE IT FURTHER RESOLVED, that the Ocean Gate Board of Education authorize the Business Administrator to invest school district funds within statutory limitations.

BE IT FURTHER RESOLVED, that the Ocean Gate Board of Education approve the District's participation in the Bergen/Ocean County Banking Consortium (BCBANC) from July 1, 2018 to June 30, 2019, and authorize the School business Administrator to serve as trustee.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

19. Establishment of Petty Cash

RESOLVED, that the Ocean Gate Board of Education authorize the Board Secretary to establish a petty cash account in the amount of $250 for the period from July 1 through June 30 during the next fiscal year in accordance with NJSA 18A:4-15 and 19-13 and Title 6 of the NJAC 6:20-2.10.

FURTHER, BE IT RESOLVED, to establish a maximum single Petty Cash expenditure of $50, not to be exceeded without prior approval by the Board Secretary.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

20. Designation of Advertising Media

RESOLVED, that the Ocean Gate Board of Education designate the following as official advertising media:

Official Newspaper	**Asbury Park Press**
Ocean Gate School Website	**www.oceangateschool.net**

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

21. Purchasing

RESOLVED, that pursuant to N.J.S.A. 40A:11-9 and N.J.A.C. 5:34-5, the governing body of the Ocean Gate Board of Education, in the County of Ocean, in the State of New Jersey hereby approve the bid threshold of $40,000.00, and quote threshold up to $6,000.00. The limits are based on the Business Administrator holding a Qualified Purchasing Agent (QPA) designation.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

22. Authorized Signatures

RESOLVED, that the below listed Financial Institution, be designated as the approved Depository for Ocean Gate Board of Education funds and that the Financial Institution be required to be insured by GUDPA and either the SLIC or the FDIC and/or as required by both Federal and State statutes:

1) TD Bank

AND BE IT FURTHER RESOLVED, that the Board Secretary be authorized to wire transfer Board of Education funds between Board of Education accounts only,

AND BE IT FURTHER RESOLVED, that the Board Secretary be authorized to enter into agreement/s with the Sate to allow the State to initiate credit entries to

Board of Education accounts in its Depository by automatic deposit/s when appropriate,

AND BE IT FURTHER RESOLVED, that any and all endorsements for or on behalf of this Corporation upon checks, drafts, notes or instruments for deposit or collection made may be written or stamped endorsements of the Corporation without any designation of the person making such endorsements,

AND BE IT FURTHER RESOLVED, that the Board Secretary be authorized on behalf of the Board of Education, to change existing Account types and establish new Statement Savings, NOW, Special Checking and/or Money Market Investment Accounts in the above Depository when in the best interest of the Board of Education,

AND BE IT FURTHER RESOLVED, that any funds on deposit in Board of Education accounts be subject to withdrawal at any time upon presentation of warrants, checks, notes, bonds, bond coupons or other instruments or orders for the payment of money when signed, live or facsimile, or authorized as set forth on attachment B-7e (Not available to public under Public Property Security exclusion of "Open Public Meetings" Act),

AND BE IT FURTHER RESOLVED, that the Board Secretary is hereby authorized to deliver, upon demand, specimen facsimile signatures of required authorities to the above approved depositories,

AND BE IT FURTHER RESOLVED, that the Board Secretary be hereby authorized on behalf of the Board of Education to:

1) **Withdraw from the Depository and give receipt for, or authorize the Depository to deliver to bearer or to any person designated by the Board Secretary, all or any Documents and Securities or other Property held by the Depository for any purpose; and**

2) **Authorize the Depository to purchase or sell C.D.s, Repurchase Agreements and other securities, and**

3) **Execute and deliver all instruments required by the Depository in connection with any of the foregoing resolutions and affix thereto the seal of the Corporation,**

BE IT FURTHER RESOLVED, that the Ocean Gate Board of Education authorize the following signatures on the accounts maintained by the Ocean Gate Board of Education:

Investment Account	**President, Board Secretary, Treasurer (two of three)**
Cafeteria Account	**President, Board Secretary, School Secretary (two of three)**
Agency Account	**President, Board Secretary (one of two)**
Payroll Account	**Board Secretary, Treasurer (one of two)**

Unemployment Trust	**President, Board Secretary (one of two)**
Capital Maintenance	**President, Treasurer, Board Secretary (two of three)**
Student Activities	**President, School Secretary, Board Secretary (two of three)**
General Account	**President, Vice President, Board Secretary, Treasurer (two of four)**

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

23. <u>Contracts</u>

a) RESOLVED, that the Ocean Gate Board of Education enter into contract with Patricia Simms, Physical Therapist, at a cost of $78.00 per hour, July 1, 2018 through June 30, 2019.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

b) RESOLVED, that the Ocean Gate Board of Education enter into contract with Asbury Park ITC for a Payroll/Personnel System, at a cost up to $4,075.00 plus any additional portal fees, effective July 1, 2018 through June 30, 2019.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

24. <u>Financial</u>

a) RESOLVED, that the Ocean Gate Board of Education approve the May, 2018 Bills List.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

b) RESOLVED, that the Ocean Gate Board of Education approve the

following 2018 Payrolls:

April 15	**$82,786.52**
April 30	**$79,945.36**

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

c) <u>Travel and Related Expenses</u>

WHEREAS, the Ocean Gate 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 delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23A-7.2 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 may establish, for regular district business travel only, an annual school year threshold of $150 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:23A-7.3 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: 23A-7.3 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: 23A-7.3 to a maximum expenditure of $16,500.00 for all staff and board members.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

25. Old Business/Discussion

Superintendent's Evaluation and Schedule
Teacher's Contract
Collective Bargaining

26. New Business/Discussion

27. Public Comment

The Board welcomes public participation during this second discussion period open to all topics, however, public comment cannot involve personnel items, individual staff or students. Participant must state name and current Ocean Gate address.

28. Executive Session

RESOLVED, that the 16th of May, 2018 at _____ PM the Ocean Gate Board of Education will move to Executive Session for the purpose of discussing matters excluded from public discussion/deliberation, including but not limited to confidential student information, personnel matters, contracts and litigation.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

29. Open Session

RESOLVED, that the Ocean Gate Board of Education re-enter into open session for at ____ PM for the purpose of continuing the meeting. Board action may be taken.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

30. <u>Adjournment</u>

RESOLVED, that the Ocean Gate Board of Education adjourn their regular meeting at _____ pm.

ROLL CALL VOTE:

Ayes:
Nays:
Abstain:

The Regular & Re-Org. Part II Meeting of the Ocean Gate Board of Education is scheduled for Wednesday, June 20, 2018, at 6:30 PM.