

**AGENDA  
REORGANIZATION MEETING  
MONMOUTH BEACH BOARD OF EDUCATION  
JANUARY 7, 2020 – 7:00 p.m.**

**CALL TO ORDER BY THE SECRETARY**

Adequate notice of this meeting was given in compliance with the Open Public Meetings Act PL 1975 by the following means: copies posted in Borough Hall, Monmouth Beach School Website and advertised in the Asbury Park Press

**PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**

**RESULTS OF ELECTION**

The polls were declared open at 4:00 p.m. and closed at 9:00 p.m. on November 5, 2019. The Judge of Elections announced the results as follows:

The Judge of Elections declared the following were duly elected for full three year terms:

- Christopher Dudick
- Joseph Vecchio
- Boyd Decker

**ADMINISTRATION OF OATH TO NEWLY ELECTED BOARD MEMBERS**

Mr. Peter E. Genovese III, RSBO, QPA will administer the oath of office to the newly elected board of education members.

**BOARD MEMBERS - now consist of:**

Barbara Kay	Term expires in 2020
Leo Decker	Term expires in 2020
Kenneth Marowitz	Term expires in 2020
Karen Dolan	Term expires in 2021
Vincent Sasso	Term expires in 2021
Melanie Andrews	Term expires in 2021
Chris Dudick	Term expires in 2022
Joseph Vecchio	Term expires in 2022
Boyd Decker	Term expires in 2022

**ROLL CALL**

Mrs. Kay _____	Mrs. Dolan _____	Mr. Dudick _____
Mr. L. Decker _____	Mrs. Andrews _____	Mr. Vecchio _____
Mr. Marowitz _____	Mr. Sasso _____	Mr. B. Decker _____

**OPPORTUNITY TO ADDRESS THE BOARD RELATING TO AGENDA ITEMS**

**NOMINATION AND ELECTION OF PRESIDENT** – Mr. Peter E. Genovese III

President Nomination: \_\_\_\_\_

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Motion to close nominations.

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Roll call vote to close nominations.

Roll call vote to elect the President.

\_\_\_\_\_ was elected to the office of **President** by a roll call vote of \_\_\_\_\_.

**MEETING TURNED OVER TO THE PRESIDENT**

**NOMINATION AND ELECTION OF VICE PRESIDENT** – New President

Vice President Nomination: \_\_\_\_\_

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Motion to close nominations.

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

Roll call vote to close nominations.

Roll call vote to elect the Vice President.

\_\_\_\_\_ was elected to the office of **Vice President** by a roll call vote of \_\_\_\_\_.

**APPOINTMENT OF BOARD SECRETARY**

BE IT RESOLVED the appointment of Peter E. Genovese III, RSBO, QPA as Business Administrator/Board Secretary

**ADOPTION OF PARLIAMENTARY PROCEDURES**

BE IT RESOLVED to adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the board secretary and board attorney to act as the parliamentarians for the calendar year 2020.

**APPOINTMENT OF SCHOOL FUNDS INVESTOR**

BE IT RESOLVED the appointment of Peter E. Genovese III, RSBO, QPA as the Business Administrator/Board Secretary as the School Funds Investor.

## **DESIGNATION OF THE DAY AND TIME OF REGULAR BOARD MEETINGS –**

BE IT RESOLVED to set the following dates for board meetings which will begin at 7:00 p.m: - See attachment 1

Circumstances may force the rescheduling or addition of meetings. In such cases, notice will be given as provided in the Open Public Meetings Act

## **DESIGNATION OF BANK AS OFFICIAL DEPOSITORY FOR SCHOOL FUNDS**

BE IT RESOLVED the appointment of Investors Bank as official depository.

## **AUTHORIZATION OF PERSONS TO SIGN CHECKS**

BE IT RESOLVED the appointment of the following persons to sign checks:

See attachment 2

## **ESTABLISHMENT OF PETTY CASH FUNDS**

BE IT RESOLVED to set up a petty cash fund for the calendar year 2020 as follows:

Board of Education: \$1,000 which a maximum check amount of \$250.00 per check.

## **APPOINTMENT OF MEDICAL INSPECTOR**

BE IT RESOLVED the appointment of Dr. Morgan as medical inspector for the calendar year 2020 at a stipend of \$ 3,000.

## **APPOINTMENT OF GENERAL COUNSEL FOR THE BOARD**

I entertain a motion that the Board approve the following resolution.

### **RESOLUTION**

**WHEREAS**, the Public School Contracts Law (*N.J.S.A. 18A:18A-5 et seq.*) states that the awarding of a contract for “Professional Services” without competitive bidding requires a statement of supporting reasons for award in a resolution adopted at a public meeting; and

**WHEREAS**, the Board of Education of the City Monmouth Beach in the County of Monmouth, hereby appoints Anthony Sciarrillo, Esq. as General Counsel for the Board for the term of January 7, 2020 through January 6, 2021. The law firm will receive **\$165 per hour**. Additionally, under P.L.2005,c.271,s.2, any contract awarded in excess of \$17,500 outside the bid process must be accompanied by c.271 Political Contribution Disclosure Form prior to the award of contract.

**NOW, THEREFORE, BE IT RESOLVED**, the foregoing appointment is made pursuant to a Request for Proposal, for a Professional Service under the provisions of the Public School Contracts Law (N.J.S.A. 18A:18A - 4.4 - 4.5) because said profession cannot reasonably be described by written specifications and is regulated by law and the performance of which services requires knowledge of an advanced formal type in a field of learning acquired by a prolonged course of specialized instruction and study as distinguished from general academic instruction or apprenticeship training. Additionally, the Political Contribution Disclosure Form has been received.

**BE IT FURTHER RESOLVED** that the Board of Education authorizes and directs the President and Secretary of the Board of Education, respectively, to enter into an Agreement with the firm of Sciarrillo Cornell, Merlino, McKeever & Osborne, LLC.

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Peter E. Genovese III, RSBO, QPA  
School Business Administrator/Board Secretary

Ayes:  
Nays:  
Absent:  
Date: January 7, 2020

**APPOINTMENT OF ARCHITECT**

I entertain a motion that the Board approve the following resolution.

**RESOLUTION**

**WHEREAS**, the Public School Contracts Law (*N.J.S.A. 18A:18A-5 et seq.*) states that the awarding of a contract for “Professional Services” without competitive bidding requires a statement of supporting reasons for award in a resolution adopted at a public meeting; and

**WHEREAS**, the Board of Education of the City Monmouth Beach in the County of Monmouth, hereby appoints the firm Kellenyi, Johnson & Wagner, of Red Bank for the term of January 7, 2020 through January 6, 2021. The architect will receive **\$145 per hour** for services under this agreement. Additionally, under P.L.2005,c.271,s.2, any contract awarded in excess of \$17,500 outside the bid process must be accompanied by c.271 Political Contribution Disclosure Form prior to the award of contract.

**NOW, THEREFORE, BE IT RESOLVED**, the foregoing appointment is made pursuant to a Request for Proposal, for a Professional Service under the provisions of the Public School Contracts Law (N.J.S.A. 18A:18A - 4.4 - 4.5) because said profession cannot reasonably be described by written specifications and is regulated by law and the performance of which services requires knowledge of an advanced formal type in a field of learning acquired by a prolonged course of specialized instruction and study as distinguished from general academic instruction or apprenticeship training. Additionally, the Political Contribution Disclosure Form has been received.

**BE IT FURTHER RESOLVED** that the Board of Education authorizes and directs the President and Secretary of the Board of Education, respectively, to enter into an Agreement with the firm of Kellenyi, Johnson & Wagner.

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Peter E. Genovese III, RSBO, QPA  
School Business Administrator/Board Secretary

Ayes:  
Nays:  
Absent:  
Date: January 7, 2020

## **APPOINTMENT OF AUDITOR**

I entertain a motion that the Board approve the following resolution.

### **RESOLUTION**

**WHEREAS**, the Public School Contracts Law (*N.J.S.A. 18A:18A-5 et seq.*) states that the awarding of a contract for “Professional Services” without competitive bidding requires a statement of supporting reasons for award in a resolution adopted at a public meeting; and

**WHEREAS**, the Board of Education of the City Monmouth Beach in the County of Monmouth, hereby appoints the auditing firm of Robert Hulsart, Jr., of Wall Township for the term of January 7, 2020 through January 6, 2021. The auditing firm will receive an annual fee of **\$7,500**. Additionally, under P.L.2005,c.271,s.2, any contract awarded in excess of \$17,500 outside the bid process must be accompanied by c.271 Political Contribution Disclosure Form prior to the award of contract.

**NOW, THEREFORE, BE IT RESOLVED**, the foregoing appointment is made pursuant to a Request for Proposal, for a Professional Service under the provisions of the Public School Contracts Law (*N.J.S.A. 18A:18A - 4.4 - 4.5*) because said profession cannot reasonably be described by written specifications and is regulated by law and the performance of which services requires knowledge of an advanced formal type in a field of learning acquired by a prolonged course of specialized instruction and study as distinguished from general academic instruction or apprenticeship training. Additionally, the Political Contribution Disclosure Form has been received.

**BE IT FURTHER RESOLVED** that the Board of Education authorizes and directs the President and Secretary of the Board of Education, respectively, to enter into an Agreement with the firm of Robert Hulsart, Jr.

## **APPOINTMENT OF SPECIAL EDUCATION SERVICES**

BE IT RESOLVED the appointment of the following vendor to provide services to students in our district:

Tender Touch – Occupational Therapy at the rate of \$85.00 per hour.

## **APPOINTMENT OF ASBESTOS MANAGER**

BE IT RESOLVED the appointment of Robert Seidel as Asbestos Manager

## **APPOINTMENT OF PEST MANAGEMENT COORDINATOR**

BE IT RESOLVED the appointment of Robert Seidel as Pest Management Coordinator

## **DESIGNATION OF NEWSPAPERS AND POSTING FOR PUBLIC MEETINGS**

Asbury Park Press, Link, and Monmouth Beach School, Monmouth Beach School Website

## **APPOINTMENT TO MONMOUTH EDUCATIONAL SERVICES COMMISSION**

BE IT RESOLVED the appointment of Michael Ettore as representative to Monmouth County Educational Services Commission

## **ADOPTION OF ALL PRESENT BOARD POLICIES AND BY LAWS**

BE IT RESOLVED to adopt all Policies and By Laws presently in effect.

## **ADOPTION OF ALL PRESENT TEXTBOOKS AND CURRICULA**

BE IT RESOLVED to adopt all textbooks and the following Curriculum as follows:

### **REGIONAL CURRICULA AS OF SEPTEMBER 2019**

**(all posted to district website)**

Preschool Curricula Guide for the Core Content Areas

Pre-K-8 Art

Pre-K-8 Guidance

Pre-K-8 Music

Pre-K-8 Physical Education/Health

Pre-K-8 Spanish

K-8 English Language Arts

K-8 Mathematics

K-8 Science

K-8 Social Studies

K-4 Library/Media

K-8 Amistad and Holocaust

K-8 Dance and Theater

K-8 English Language Learner

K-8 Financial Literacy

K-8 Gifted and Talented

K-8 Technology/Electives (Coding, Robotics, TV Video Production)

5-8 Family and Consumer Science (Life Skills)

### **Preschool**

ELA/Math/Science/Social Studies – High Scope Educational Research Foundation

Health - Health & Wellness – Glencoe

### **Kindergarten/First Grade/Second Grade**

Foundations (Wilson Language Training)

ELA – Journeys (Houghton Mifflin Harcourt)

Math – Envisionmath 2.0 (Pearson)

Science – Inspire Science (McGraw Hill)

Social Studies – Into Social Studies (Houghton Mifflin Harcourt)

Spanish – Desubre (Santillana) To be replaced or updated for 2020-2021

Health – Health and Wellness (Glenroe)

### **Third Grade/Fourth Grade**

ELA – Journeys (Houghton Mifflin Harcourt)

Math – Envisionmath 2.0 (Pearson)

Science – Inspire Science (McGraw Hill)

Social Studies – Into Social Studies (Houghton Mifflin Harcourt)

Spanish – Desubre (Santillana) To be replaced or updated for 2020-2021

Health – Health and Wellness (Glenroe)

### **Fifth Grade**

ELA – Journeys (Houghton Mifflin Harcourt)

Math – Envisionmath 2.0 (Pearson)

Science – Science Dimensions (Houghton Mifflin Harcourt)  
Social Studies – Into Social Studies and World/US History (Houghton Mifflin Harcourt)  
Spanish – Desubre (Santillana) To be replaced or updated for 2020-2021  
Health – Health and Wellness (Glenroe)

**Sixth Grade/Seventh Grade/Eighth Grade**

ELA – Collections/Literature (Houghton Mifflin Harcourt)  
Math – Grade 6 – Larson Course 1 (Houghton Mifflin Harcourt) To be replaced or updated 2020-21  
Math – Grade 7 – Larson Course 2/Pre Algebra (Houghton Mifflin Harcourt) To be replaced or updated 2020-2021  
Math – Grade 8 – Larson Course 3/Algebra (Houghton Mifflin Harcourt) To be replaced or updated 2020-2021  
Science – Science Dimensions (Houghton Mifflin Harcourt)  
Social Studies – Into Social Studies and World/US History (Houghton Mifflin Harcourt)  
Spanish – Avancemos (Houghton Mifflin Harcourt) To be replaced or updated 2020-2021  
Health – Teen Health (Glencoe)

**ADOPTION OF THE UNIFORM MINIMUM CHART OF ACCOUNTS AND IMPLEMENT BUDGET FOR THE CALENDAR YEAR 2020 (HANDBOOK 2R2)**

BE IT RESOLVED to adopt the Uniform Minimum Chart of Accounts for New Jersey Public Schools and School District Budget for the calendar year 2020.

**APPOINTMENT OF TAX SHELTER ANNUITY COMPANIES**

BE IT RESOLVED the appointment of Equitable, Siracusa, Metlife, Valic and National Life Group as companies offering 403B plans to our district

**APPOINTMENT OF THE AFFIRMATIVE ACTION OFFICER**

BE IT RESOLVED to appoint Joshua DeSantis as Affirmative Action Officer

**APPOINTMENT OF THE SUBSTANCE AWARENESS COORDINATOR**

BE IT RESOLVED to appoint Susan Gillick as Substance Awareness Coordinator

**APPOINTMENT OF THE PUBLIC AGENCY COMPLIANCE OFFICER**

BE IT RESOLVED to appoint Peter E. Genovese III, RSBO, QPA as Designated Public Agency Compliance Officer

**APPOINTMENT OF THE 504 OFFICER**

BE IT RESOLVED the appointment of Joshua DeSantis as our 504 Officer.

**APPOINTMENT OF THE CUSTODIAN OF PUBLIC RECORDS**

BE IT RESOLVED the appointment of Peter E. Genovese III, RSBO, QPA as Custodian of Public Records.

**APPROVAL OF FLEXIBLE SPENDING PLAN**

BE IT RESOLVED approve flexible spending plan in accordance with section 125 of the IRS code.

**APPOINTMENT OF THE HARASSMENT, INTIMIDATION AND BULLYING (HIB) COORDINATOR**

BE IT RESOLVED the appointment of Joshua DeSantis as the HIB Coordinator.

**APPOINTMENT OF THE ATTENDANCE OFFICER**

BE IT RESOLVED the appointment of Joshua DeSantis as Attendance Officer

**APPOINTMENT OF THE PURCHASING AGENCY**

BE IT RESOLVED the appointment of Peter E. Genovese III, RSBO, QPA as District Purchasing Agent as follows:

WHEREAS 18A:18A-2 provides that a board of education shall assign the authority, responsibility and accountability for the purchasing activity of the board of education to a person or persons who shall have the power to prepare advertisements, to advertise for and receive bids and to award contracts as permitted by this chapter, and

WHEREAS 18A:18A-3 provides that contracts, awarded by the purchasing agent that do not exceed in the aggregate in a contract year the bid threshold (Currently \$40,000, may be awarded by the purchasing agent without advertising for bids when so authorized by board resolution, and

WHEREAS 18A:18A-37, c. provides that all contracts that are in the aggregate less than 15% of the bid threshold (Currently \$6,000) may be awarded by the purchasing agent without soliciting competitive quotations if so authorized by board resolution,

NOW, THEREFORE BE IT RESOLVED, that the Monmouth Beach Board of Education pursuant to the statutes cited above hereby appoints Peter E. Genovese III as its duly authorized purchasing agent(s) as referenced by 18A:18A-2 of the new law that states the Purchasing agent means the secretary, business administrator and is duly assigned the authority, responsibility and accountability for the purchasing activity of the Monmouth Beach Board of Education up to \$40,000 and

BE IT FURTHER RESOLVED, that Peter E. Genovese III is hereby authorized to award contracts on behalf of the Monmouth Beach Board of Education that are in the aggregate less than 15% of the Bid threshold (Currently \$6,000) without soliciting competitive quotations, and

BE IT FURTHER RESOLVED, that Peter E. Genovese III is hereby authorized to seek competitive quotations, when applicable and practicable, before awarding contracts, when contracts in the aggregate exceed 15% of the bid threshold (Currently \$6,000) but less than the bid threshold of \$40,000



## **ESTABLISHMENT OF THE ANNUAL TUITION RATE**

BE IT RESOLVED to approve the following tuition rate for the calendar year 2020-21 Kindergarten through 8<sup>th</sup> grade at a rate of \$5,500 per year.

## **APPROVAL TO PARTICIPATE IN THE STATE HEALTH BENEFIT WAIVER OF COVERAGE**

BE IT RESOLVED to adopt the following resolution for WAIVER OF COVERAGE OF STATE HEALTH BENEFITS:

WHEREAS, employees are permitted to waive their SHBP medical and prescription coverage - provided they have other health care coverage, and

WHEREAS, a State Health Benefits Program Coverage Waiver/Reinstatement Form and Active Employee Health Benefits Application must be submitted through the Board of Education Office to the SHBP in order to waive SHBP medical and prescription coverage, and

WHEREAS, to reinstate coverage under the SHBP, an employee must once again complete a State Health Benefits Program Coverage Waiver/Reinstatement Form and Active Employee Health Benefits Application, and

WHEREAS, the employee must notify the SHBP within 30 days of the loss of the other coverage and provide proof of loss of that coverage. And

WHEREAS, reinstatement will be effective immediately following the loss of the employee's other health plan coverage,

NOW THEREFORE BE IT RESOLVED, that the Monmouth Beach Board of Education offers the opt out plan to all active eligible employees, and

BE IT FURTHER RESOLVED, those active eligible employees who are eligible for other health care coverage will receive an incentive payment in accordance with State Guidelines of their premium plan, and

BE IT FURTHER RESOLVED, the incentive payment will be made twice a year on the closest pay date to February and June each year.

BE IT FURTHER RESOLVED, that the form of Cafeteria Plan shall be instituted effective January 1, 2019

## **ADOPTION OF THE CODE OF ETHICS TRAINING**

BE IT RESOLVED, that the Board of Education Members will have the required Board of Ethics Training session as required under N.J.A.C. 6:3-1.3 and N.J.A.C.6A:30.

RESOLVED, that the New Jersey School Boards Association "Code of Ethics" shall be considered the official Code of Ethics of the Monmouth Beach 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 to 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 an administrative solution.

## **APPOINTMENT OF COMMITTEE MEMBERS**

### **PERSONNEL-**

Chair:

Members:

### **FINANCE-**

Chair:

Members:

### **CURRICULUM AND INSTRUCTION -**

Chair:

Members:

### **BUILDING AND GROUNDS**

Chair:

Members:

### **POLICY -**

Chair:

Members:

## **POLICY APPROVAL**

- A. BE IT RESOLVED to approve the second and final reading of the following policies:  
7461 - District Sustainability Policy  
7461.1 - Environmentally Preferable Purchasing - Green Purchasing Policy

## **GENERAL ITEMS**

Next Board Meeting – January 21, 2020, 7:00 pm

## **ADJOURNMENT**

### **Mission Statement**

Our mission is to create lifelong leaders and contributors who will successfully meet the challenges of the 21st century. The goal of the school is to teach behaviors which help create and maintain a positive learning environment, to use teaching techniques which recognize that students have different learning styles and multiple intelligences, and to teach students to become independent thinkers and learners. Our students will all achieve the NJ Core Curriculum Content Standards as they strive to maintain a "tradition of excellence." Quality education for all students is a constant objective.