KeyPost

A PUBLICATION OF THE NEW JERSEY ASSOCIATION OF SCHOOL BUSINESS OFFICIALS

NJASBO.COM | 609.689.3870 | JULY 2016

A SUCCESSFUL ANNUAL CONFERENCE



The annual NJASBO Conference held in early June was a rousing success – thanks to everyone who attended! From Tuesday night's registration to Vince Papale's exciting presentation on Friday, it was a jam-packed schedule; we hope everyone enjoyed the programs, gained knowledge, exchanged ideas, and networked!

continued on page 10

IN THIS ISSUE:

ANNUAL CONFERENCE
SBA OF THE YEAR
THOUGHTS FROM THE PRESIDENT
ASSOCIATE BUSINESS MEMBER PARTNER OF THE YEAR
DISTINGUISHED SERVICE AWARDS
SUMMER PROGRAMS
CONFERENCE PHOTOS

CONGRATULATIONS TO SCHOOL BUSINESS ADMINISTRATOR OF THE YEAR: DEREK JESS



Each year at the annual convention, NJASBO announces the School Business Administrator of the Year, selected from among its Distinguished Service Award honorees. This year's SBA of the Year is Perth Amboy Public Schools Business Administrator (BA)/Board Secretary, and former NJASBO President, Derek Jess.

In nominating Jess for the Distinguished Service Award, Nilkanth Patel, president of Middlesex County ASBO said, "Derek is highly respected by his colleagues in Middlesex County and he continues to be a mentor to aspirant candidates for the position of the School Business Administrator. He is a wise counselor and gives a good guidance when his advice is sought. Derek is dedicated to education and takes great pride in his work."

continued on page 2

THOUGHTS FROM NJASBO PRESIDENT, TERI WEEKS, CPA, RSBO, SFO



KeyPost wanted to share excerpts from new NJASBO President Teri Week's conference address, where she spoke on the importance of collaboration.

"I look forward to continuing Lou Pepe's initiative of 'tapping into our resources.' Those resources are here, in this room. It is our colleagues, our business partners, the team at NJASBO. All across the state, each of us are dealing with our own unique difficulties. Fiscal constraints, the changing persona of boards, anxious public, you name it, our job has become more challenging. Legislation has been enacted in reaction to the misfortune of a few, leading to more and more regulations for us to navigate through. Therefore, reach out to your colleagues or NJASBO to help guide you through the ever-changing maze put in front of us. We each have our own strengths. Recognize your own and partner with those whose strengths help fill where you can use some assistance. In Atlantic County, there is usually an email floating around weekly seeking each other's opinion on a matter. This collaboration helps us each grow. Don't be afraid of what you do not know. Seek and grow."

"It is not only within our own group however, that we will find the help we need. Our business

continued on page 3

SCHOOL BUSINESS ADMINISTRATOR OF THE YEAR

continued from page 1

John Nemeth, Middlesex County Executive School Business Official said, "Derek was and is a stabilizing factor ensuring that Perth Amboy continues to work towards improving instructional programs and services needed to meet student needs."

Jess has served as BA/Board Secretary for Perth Amboy Public Schools since 2003. Previously, he served in the same role for Spotswood Public Schools. He also is a certified municipal finance officer, QPA, and RSBA.

As a certified NJASBO mentor, he has worked with five current and aspiring School Business Administrators, currently employed in both urban and suburban districts. He also has been a moderator and presenter at the annual NJASBO spring conference, the New Jersey School Boards Association fall conference, and the annual ASBO International conference.

Currently, Jess serves as the chairperson for the NJASBO education committee; previously he served as a member on the committees for the conference and budget, and was a past chair for the Distinguished Service Award process.

Jess has held multiple positions in serving school administrations, including president, for Middlesex County ASBO from 1999 to 2003. He currently serves as the chairperson of that ASBO's scholarship committee. He was a member of the New Jersey State Board of Examiners from 2007 to 2015; he currently serves as Acting Chairperson for the organization and is a member of the credential review committee. He was awarded the Pinnacle Award by ASBO International in 2011, for a program he began in Perth Amboy Public Schools titled "Free Breakfast for All."

As part of his award, Jess had the honor of presenting $2,000 in scholarships in his name from NJASBO to Delaney Koddenberg and Jordan Mehan of Somerville High School; each received $500. Student Reggie Boston of Perth Amboy High School also received a $1,000 scholarship from NJASBO.

Congratulations!

THOUGHTS FROM NJASBO PRESIDENT

continued from page 2

partners are here as well. Their resources can prove invaluable. They are each passionate about their product or service, so if it feels right, take that chance and see how they can be a part of your success. (of course, follow all those regulations getting there….).”

Teri continued by noting that district administrators and staff guide the master plan, which can make the BA’s role seem more “mundane”. She continued, however, to say that it is an important role to provide fiscal responsibility, especially in struggling times.

“It is not only within our own group however, that we will find the help we need. Our business partners are here as well. Their resources can prove invaluable. They are each passionate about their product or service, so if it feels right, take that chance and see how they can be a part of your success.”

“As the financial leaders of our district, we cannot keep saying no…. we need to say how?…. Because there will be a time when you just find it difficult to say yes to that $10,000 3D printer when you just finished telling the Superintendent you are concerned about fund balance. Sometimes saying yes can happen when you reach out to your resources, just as we did in Linwood, where the support of our local community businesses and parent organization made this purchase possible. And when this purchase has resulted in one of your middle school students making a fully articulating artificial hand and traveling to South Africa to share his ideas, then you just know that was a good day. You can understand and value the passion of your district’s administrators and staff, and they value you, as you help move their vision forward.”



“In challenging times, we need to learn to say yes differently. No can’t always be the answer even though there is an apparent fiscal blockade. Collaboration with our district staff can only be to our advantage. We must support their ideas and work together to help find resources to see their vision through, or if not possible, can build a new vision or create opportunities that, alone, we may have never imagined.”

Teri encouraged everyone to get involved – with their county organizations, with NJASBO and with ASBO International.

“To those of you who have not even considered a leadership role within your own counties because you don’t have enough time, I say make time. The time spent working with your colleagues on matters that impact us all is invaluable. You will compound your own personal success and you will have the opportunity to serve as an executive officer for New Jersey ASBO.”

“In closing, it is all about tapping resources, connections, teamwork, support, and collaboration. Not necessarily attributes we as Business Administrators are known for, but surely we are better off for having them.”

Teri Weeks, CPA, RSBO, SFO, has been with the Linwood Board of Education — a K-8 district in Atlantic County — since 1997, as the BA/Board Secretary.

NUTRI-SERVE FOOD MANAGEMENT INC. – ASSOCIATE BUSINESS MEMBER PARTNER OF THE YEAR



At this year's Conference, NJASBO presented Nutri-Serve Food Management Inc. with its 2016 Associate Business Member Partner of the Year Award, for going "above and beyond" in assisting school districts with whom it works.

The company was selected for Partner of the Year by the NJASBO Associate Business Member Executive Committee, led by Christine Messina.

"The NJASBO Associate Business Member Executive Committee is proud to give Nutri-Serve the Business Partner of the Year Award. Nutri-Serve was nominated by three counties for its support of a volunteer-based scholarship initiative. This is the true spirit of the award; School Business Administrators gave their personal time, outside their contracted duties, to provide a better education for students, and Nurtri-Serve responded in-step to support this important mission," said Messina.

Nutri-Serve received the award for its commitment to the annual Tri-County Golf Tournament, hosted by the Burlington, Camden, and Gloucester County Associations of School Business Officials, benefitting the scholarship programs of all three associations.

The company was nominated jointly by Beth Ann Coleman, Robert Scharle, and Pat Austin, Past-Presidents of Camden County ASBO, Gloucester County ASBO, and Burlington County ASBO, respectively.

In their nominating letter, the Business Administrators wrote: "The success and growth of our tournament would not be possible without the hard work and dedication of Nutri-Serve Food Management Company. Many times, we have more volunteers from Nutri-Serve than actual Business Administrators working the tournament. This is just one example of Nutri-Serve's commitment to the schools they serve. Cathy Connolly [Operations Manager] treats clients as friends and co-workers as family. She can always be counted on to step-up and do the right thing, each and every time."

"Nutri-Serve is instrumental in making our tournament a huge success. They go above and beyond. You wouldn't believe everything that they do," said Scharle. "These volunteers get up at 4 a.m. to make lunches for the golfers, just to contribute to the goodwill and success of the tournament."

continued on page 5

ASSOCIATE BUSINESS MEMBER PARTNER OF THE YEAR

continued from page 4

Since the tournament began in 2014, it has raised more than $30,000 in scholarships for senior students, with the help of Nutri-Serve.

"We are proud of our mission to serve students nutritious, high quality food in a nurturing manner. Integrity, perseverance, and responsiveness in working with School Business Administrators has allowed us to provide districts with results," said Karen B. Maier, MS, RD, President of Nutri-Serve. "We thank the Business Administrators for their positive recommendations for years, helping us to grow from serving one district to over 85."

Nutri-Serve is headquartered in Burlington, NJ, and was founded nearly three decades ago to provide nutritious, high quality food and customer service by food service staff who model a professional attitude. Nutri-Serve practices a teamwork approach to management, resulting in effective programs that save taxpayers' money. Nutri-Serve says it puts nutrition at the forefront of menu planning to create a serving line that teaches customers about healthy meals. The company focuses exclusively on schools, and manages programs for 88 public and private school districts in New Jersey and Pennsylvania.

HONORABLE MENTIONS – PARTNER OF THE YEAR



Balken Risk Management Services, LLC

Insurance broker Balken Risk Management, headquartered in Morristown, NJ, received honorable mention for Associate Business Member Partner of the Year for saving school districts money on insurance.

Balken Risk Management was nominated by Barbara Murphy, Business Administrator for Butler Public Schools. According to Murphy, Balken helped Butler Public Schools save $68,000, or 19 percent over the previous year, by leaving an insurance group and splitting coverage between two new separate insurance groups. Costs were reduced again during the 2015-2016 school year, when most districts were experiencing a rise in insurance costs, explained Murphy.

David L. Balken, President of Balken Risk Management said, "Since opening our doors, we have strived to maintain healthy relationships with every school insurance market in New Jersey so we can bring a portfolio of options and significant cost savings to schools seeking property/casualty insurance. The highest honor is being recognized by our clients and NJASBO, an organization we respect for its professionalism and the insight it provides regarding a business administrator's role within a school district. NJASBO has been a huge asset in helping our company become even better at building productive relationships with our school district customers."

Balken Risk Management specializes in meeting the unique insurance, risk management, and benefits needs of public agencies, including: builders' risk, workers' compensation, general liability, property and pollution, commercial automobile, contractors equipment, student accident, professional liability, employment practices liability, and surety/bonds.

continued on page 6

PROVIDING EXEMPLARY SERVICE

Recipients of the Distinguished Service Awards

Each year at the annual convention, NJASBO honors two members from each of its regions with a Distinguished Service Award for their long-term, continuous exemplary service. The SBA of the Year is selected from among the recipients.

Please join us in honoring the recipients of the 2016 Distinguished Service Awards:

- Sean Boyce, Central Region
- Joanne Clement, Southern Region
- Edward Deptula, Northern Region
- James Hager, Southern Region
- Derek Jess, Central Region (SBA of the Year)
- Jaunita A. Petty, Northern Region

Sean Boyce, Central Region

Sean Boyce, CPA has served as Assistant Superintendent for BA/Board Secretary for the Freehold Regional High School District since 2007. Previously, he served as BA/Board Secretary for Freehold Township Schools and Washington Township Schools. At the start of his career, Boyce was Assistant BA for Hillsborough Township Schools from 1997 to 1999.

In nominating Boyce for the Distinguished Service Award, Loretta Hill, president of the Monmouth County ASBO said, "Sean successfully manages

continued on page 7

HONORABLE MENTIONS – PARTNER OF THE YEAR

continued from page 5

Pomptonian Food Service

Pomptonian Food Service, headquartered in Fairfield, NJ, received honorable mention for Associate Business Member Partner of the Year for providing more locally sourced, fresh food choices to students.

Pomptonian was nominated by Robert Colavita, Business Administrator for the Hopewell Valley Regional School District. "Pomptonian has been an eager partner working with the district's administration in developing an innovative and cutting-edge offering that was piloted in our schools this year," said Colavita. "Pomptonian is an excellent partner, going above and beyond



expectations to achieve the district's objectives."

Colavita said as a result of a collaboration between David Freidrich, Principal of Hopewell Elementary School, and Pomptonian staff, a large number of students are gravitating to the healthy choices. Colavita also noted that Friedrich and Pomptonian worked together to inform the community about the new choices and the importance of nutrition.

"Pomptonian could not have been more thrilled to have been recognized in front of our valued clients at this year's conference," said Mark Vidovich, President of Pomptonian. "We are so honored to have received this recognition from NJASBO; it means so much to us to have been nominated by our valued clients."

Pomptonian Food Service tailors its service to best meet the needs of customers, ensuring they have a positive experience. Pomptonian provides a promotional event each month to generate excitement for the food service program, and brings restaurant flair to the cafeteria. Pomptonian manages cafeterias and vended meal operations in more than 350 primary and secondary school locations across New Jersey.

EXEMPLARY SERVICE

continued from page 6

a $190 million budget; he has created framework within his district to identify and monitor current and future financial trends. Sean always is striving to improve workflow and is an expert in using technology to make business, facilities, and transportation departments more efficient."

Charles B. Sampson, Superintendent of Schools of the Freehold Regional High School District said, "Mr. Boyce has proven to be an invaluable component to our district's success in a myriad of ways that reach far beyond the job description for a School Business Administrator. I have been a school administrator for over 15 years and can attest that Mr. Boyce's skills are extraordinary in promoting an understanding of the budgetary process to our larger school community members."

Currently, Boyce serves the Monmouth County ASBO as past president; he has served as president, vice-president, secretary, treasurer, program chair, and committee chair. Boyce has been a member of various NJASBO committees, including the legislative and accountability regulations review committees, on which he currently serves.

Boyce received a bachelor's degree in accounting from Saint Bonaventure University, and is a CPA. He has been teaching finance as an adjunct professor at Montclair State University since 2013.

As part of the award, Boyce had the honor of presenting two $500 scholarships from NJASBO to two senior students, both of Hamilton, where Boyce resides: Kyle Fischer, who will be attending The College of New Jersey in the fall, and Kurt Tobie, who will be attending Mercer County Community College.

Joanne Clement, Southern Region

A representative of the NJASBO southern region, Joanne Clement has served as BA/Board Secretary for the Clementon School District since 2004. Previously, she served in the same role for the Woodlynne School District starting in 2000, and as Secretary/Bookkeeper for the Lindenwold School District from 1996 until 2000.

Dan Fox, president of Camden County ASBO said in nominating Clement for the Distinguished

continued on page 8



EXEMPLARY SERVICE

continued from page 7

Service Award, "Clement was successful in the Public Employment Relations Commission decision with Chapter 78 Health Care Language, which will affect all school districts in New Jersey."

As part of the award, Clement had the honor of presenting a $1,000 scholarship from NJASBO to student Jillian Dilworth.

Clement has served as president, secretary, and treasurer for Camden County ASBO, as well as trustee, secretary, and chairperson for claims for the Burlington County Insurance Pool. According to Fox, she also mentors other BAs in the state, and serves on the ASBO committees for legislation, specification/purchasing, and the spring conference. She has been a moderator at the annual NJASBO conference and presented at the academy for new BAs on budgeting and solar projects.

Clement received a bachelor's degree from Thomas Edison State University.

Edward Deptula, Northern Region

Edward J. Deptula retired from his position as BA/Board Secretary for Mahwah Township Public Schools in 2015, after two decades in the role. Previously, he served in the same position for Tenafly Public Schools from 1993 until 1995, and for the Allendale School District from 1990 until 1993. At the start of his career, Deptula was a teacher and business manager for the Glen Ridge Board of Education from 1981 to 1990.

In nominating Deptula for the Distinguished Service Award, Joseph Kelly, president of Bergen County ASBO said, "Mr. Deptula has worked in multi-faceted districts over his 25-year career as a BA, and has served as a resource for many newer BAs. His demeanor is professional, encouraging, and respectful, and has led to his service as an unofficial mentor to many BAs throughout the years."

Superintendent of Schools for Mahwah Township Public Schools, C. Lauren Schoen, Ed.D., said "Ed has a keen attention to detail and a sound knowledge of district practices, and over the past 20 years, served Mahwah well through turbulent budget years. Ed had a great ability to balance a fiscally responsible budget equally with the needs of our students and faculty."

A member of the Bergen County ASBO Executive Committee from 2010 until 2014, Deptula also served as a trustee of the Northwest Bergen County LEA for the Transportation/Special Education Services Group, and was president of the Northeast Bergen County School Boards Insurance Group from 2005 until 2015. He was named the recipient of the 2007 Bergen County ASBO Distinguished Service Award in recognition of his many contributions to the organization and his colleagues.

Deptula received a bachelor's degree in music from Rutgers University, and a master's degree in music from the Manhattan School of Music. With his background, Deptula offered ASBO entertainment as well – he was a volunteer pianist for the NJASBO and ASBO International choirs. He received certifications for music, mathematics, and school business administration in the 1980s.

As part of the award, Deptula had the honor of presenting a $1,000 scholarship from NJASBO to a student in the district.

James Hager, Southern Region

James Hager has served as BA/Board Secretary for Lenape Regional High School District since 2003. Previously, he served in the same role for the Pemberton Township Schools from 2001 to 2003, and Bridgeton Public Schools from 1999 to 2001. From 1986 to 1999, Hager worked at the New Jersey Department of Education, moving from Assistant Manager of the Bureau of Program Approval in the Division of Special Education when he was first hired, to the Division of Field Services' County School Business Administrator for Burlington and Gloucester Offices.

In nominating Hager for the Distinguished Service Award, Mary Ann Bell, president of Burlington

continued on page 9

EXEMPLARY SERVICE

continued from page 8

County ASBO, said "Jim is an asset not only to his district, but to the entire county; everyone wants to sit next to Jim because his perspective and insights are unmatched. He is always sought out when it is time for sound advice."

Carol L. Birnbohm, Ed.D., Superintendent of the Lenape Regional High School District, said "I have had the pleasure of working side-by-side with Jim for almost his entire career in our district. Through the years, Jim has been a confidential sounding board offering a business lens to many important student and staff initiatives. I am glad to call him my partner in education and I believe much of our student and staff successes have come from Jim's contributions, sage advice, and ability to do his job in the most 'right' way."

Hager received a bachelor's degree in sociology and anthropology from Gettysburg College, and a master's degree in Special Education from Temple University. He also has received the State of New Jersey's Principal and Supervisor of Education Certificates.

As part of the award, Hager had the honor of presenting a $1,000 scholarship from NJASBO to a student at Seneca High School.

Hager is a trustee and finance committee member of the Burlington County Joint Insurance Fund.

Jaunita A. Petty, Northern Region

Since 2009, Juanita A. Petty has served as BA/Board Secretary for Wayne Township Public Schools. Previously, she served in the same role for Boonton Public Schools, where she also was the Affirmative Action Officer and Public Compliance Officer, as well as the Interim Superintendent of Schools for a year. She was SBA at the Hackettstown School District, where she began her career as Secretary to the Business Administrator in 1990. While there, she received her SBA Certificate of Eligibility and became the Assistant Business Administrator/Board Secretary.

As recipient of the Distinguished Service Award, Petty had the honor of presenting two $500 scholarships from NJASBO to two students: Adrianna D'Alleman from Wayne Valley High School, and Erica Chammas from Wayne Hills High School.

In nominating Petty for the Distinguished Service Award, Barbara Francisco, president of Passaic County ASBO said, "I admire Juanita's knowledge and willingness to provide assistance to us without hesitation. She willingly shares her cost-saving initiatives and will be missed when she retires on June 30, 2016."

Mark Toback, Ed.D., Superintendent of the Wayne Township Public Schools said, "Simply stated, Juanita is one of the top school business officials in New Jersey. Juanita handles all aspects of her job well and she is well-regarded in the community of school business officials."

Petty has served in various officer positions, including president, for Morris County ASBO from 2001 to 2005, and in Passaic County ASBO from 2010 to 2012. According to Francisco, Petty has served as an active mentor to many School Business Administrators. She also is a tenured SBA, RSBA and QPA.

Petty received a bachelor's degree from Thomas Edison State University, and a master's degree in business administration from Montclair State University.

PROFESSIONAL DEVELOPMENT THROUGH SUMMER PROGRAMS

Hurry, hurry, hurry – NJASBO is offering three summer professional development programs this year, but each program is limited to just 50 participants. You can find the registration form on the NJASBO website. Fax your registration form to 609.689.3167; email and online registrations will NOT be accepted.

The Programs cost $75.00 per person per program (these are not eligible for the subscription plan). Cancellations must be made at least 48 hours prior to the seminar to receive credit. Programs are held at the NJASBO Office in Robbinsville; directions are available on the website.

Program Schedule

Tuesday, July 26 – Salary Guide Analysis and Structure: Patrick Duncan, Manager of Labor Relations, NJSBA will provide guidance on 1) Costing out existing guides; 2) Analyzing existing guides (including cost of increment and bubbles); and, 3) General concepts and techniques to modify guides.

Tuesday, August 2 – Mitigating Your Cyber Risk: This program is designed to provide awareness of the business office's cyber risk and mitigating risks, including lessons learned from your colleagues, what's involved in an assessment, what is cyber liability, and the importance of managing your data – and steps to take if breached.

Tuesday, August 9 – The School Business Administrator and Negotiations: Anthony Sciarrillo, Esq., will identify the negotiation process from start to finish and what role you, as the SBA, play in negotiations. It also will include a discussion of "what happens at the table" and how to analyze the union proposal.

Registration begins at 8:30 am for each class; the program is from 9:00 am until 2:00 pm (lunch is included).

ANNUAL CONFERENCE

continued from page 1

Wednesday's luncheon was a highlight of the conference, with entertainment from the Summit School District Chamber Choir, the induction of NJASBO officers for the 2016-23017 school year, and the announcements of SBA of the Year, Distinguished Service Awards, and the Associate Business Member Partner of the Year.

We are happy to announce that Wednesday evening's entertainment – Dueling Pianos – generated $686 in donations for Little Kids Rock, a national non-profit dedicated to revitalizing music education in public schools. Special thanks to newly inducted NJASBO President Teri Weeks and President-Elect Susan Young for coordinating those efforts.

Just a reminder – and for anyone who was unable to attend this year's conference – handouts are available on the NJASBO website. A conference evaluation also is on the website; completing the evaluation enables us to ensure your interests are addressed at the annual conference.





ANNUAL CONFERENCE PHOTOS















