

BRADLEY BEACH BOARD OF EDUCATION
515 Brinley Avenue
Bradley Beach, NJ 07720

OFFICIAL MINUTES

Regular Meeting/Public Hearing
June 17, 2008

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:11 p.m. by President Charette at the school, 515 Brinley Avenue, Bradley Beach, NJ.

II. Open Public Meetings Act

In accordance with the Open Public Meetings Act, notice of this meeting has been given to the designated newspapers, *The Asbury Park Press* and *The New Coaster*, and posted in the school in a place reserved for this kind of notice.

III. Roll Call /Flag Salute and Presentation

Present:	Mrs. Baker	Mr. Mandina
	Mrs. Feeley	Mrs. McClymont
	Mr. Gerdes	Mr. Migdon
	Mr. Gorry arrived at 7:13 p.m.	Mr. Charette
	Mr. Johnson	
	Dr. Turner, Superintendent/Principal	
	David Tonzola, Business Administrator/Board Secretary	

Public Hearing on the Business Administrator's Contract

**Resolution for the Public Hearing Appointing David Tonzola as
School Business Administrator/Board Secretary**

WHEREAS, the State of New Jersey has enacted *P.L.2007, c.53, An Act Concerning School District Accountability*; and

WHEREAS, Section 5 of the Act amended *N.J.S.A. 18A:11-11* to require boards of education to provide public notice 30 days prior to the renegotiation, extension, amendment, or alteration of an employment contract with the superintendent of schools, assistant superintendent of schools, or school business administrator; and

WHEREAS, Said notice was provided to the public via publication in the district's official newspaper, *The Asbury Park Press*, on May 8, 2008; and

WHEREAS, Section 5 of the Act amended *N.J.S.A. 18A:11-11* to require boards of education to provide public notice of a public hearing 10 days prior to the renegotiation, extension, amendment, or alteration of an employment contract with the superintendent of schools, assistant superintendent of schools, or school business administrator; and

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WHEREAS, Said notice of a public hearing was provided to the public via publication in the district's official newspaper, *The Asbury Park Press*, on May 8, 2008; now therefore be it

RESOLVED, That the Bradley Beach Board of Education hereby designates from 7:00 p.m. to 7:15 p.m. at 515 Brinley Avenue, Bradley Beach, NJ on June 17, 2008 as the public hearing required by the Act.

Notice to the Public

Members of the public are invited to submit public comments regarding the appointment of the BUSINESS ADMINISTRATOR/BOARD SECRETARY. The board, pursuant to *N.J.S.A. 10:4-12(b)*, the *Open Public Meetings Act*, shall not publicly discuss personnel matters and shall not respond to comments made by members of the public.

Please be aware that the subject of this hearing retains the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. The board shall not be held liable for comments made by members of the public.

Public Hearing Postponed

The Public Hearing was postponed until approval has been granted by the Executive County Superintendent.

On a motion made by Mrs. Baker, seconded by Mr. Gorry, the Board tabled the public hearing portion of the workshop. The motion was carried by a unanimous voice vote.

Executive Session

On a motion made by Mrs. Baker, seconded by Mrs. McClymont, the Board entered into Executive Session at 7:13 p.m. to discuss personnel matters.

Public Workshop Reconvened

On a motion made by Mrs. Baker, and seconded by Mrs. Feeley, the Board reconvened into workshop session at 7:28 p.m.

Superintendent's Report

Dr. Turner reviewed his agenda items, in particular the hiring of those staff members to the summer program and curriculum development. Mr. Gerdes asked if there would be a set number of hours for the staff who will be working on curriculum development. Dr. Turner said that no set hours have been established; however, the time would be minimal.

Afterwards Mr. Tonzola reviewed his agenda items. Mr. Tonzola stated that the facilities committee met with Captain Alex on Monday, June 9th, to discuss the proposed rain garden. The facilities members expressed their concerns to Captain Alex and after the end of the meeting, all members seemed to be in favor of the proposal. Mr. Tonzola then turned the dialogue over to Mr. Migdon and Mr. Gerdes who talked further about the rain garden.

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days (3 days/week) at a rate of \$40.00/hour consistent with the collective agreement with the Bradley Beach Education Association. [G]

3. Resolved: That the Board approve the appointment of the Joann Mack to the position of Summer School Teacher Aide from July 7, 2008 through August 15, 2008 for 3.0 hours each day for 30 days at a rate of \$16.00/hour. [G]
4. Resolved: That the Board approve the appointment of Lucille Wasack to the position of summer school nurse from July 7, 2008 through August 15, 2008 for 3.0 hours each day for 30 days at a rate of \$40.00/hour, consistent with the collective agreement with the Bradley Beach Education Association. [B]
5. Resolved: That the Board approve the appointment of Prudence Campbell to the position of summer school speech teacher from July 7, 2008 through August 15, 2008 for 3.5 hours each day for 12 days (2 days/week) at a rate of \$40.00/hour, consistent with the collective agreement with the Bradley Beach Education Association. [G]
6. Resolved: That the Board approve the appointment of Bradley Beach teachers Donna Hamernick and Frances Pondaco representing the BBEA to write curriculum guides and prepare documentation for the upcoming QSAC process at a rate of \$40.00/hour, consistent with the collective agreement with the Bradley Beach Education Association. [T]
7. Resolved: That the Board approve the appointment of Teacher Aide, Linda DeLicio, for summer clerical work in the library at a rate of \$13.00/hour, not to exceed 100 hours. [B]
8. Resolved: The Board approve the appointment of Louanne Bartlett to work over the months of July and August 2008 to coordinate newly acquired classroom supplies and materials at a rate of \$13.00/hour (not to exceed \$1,500). [B]
9. Resolved: The Board approve the reappointment of Joanna Giuliano to the position of Assistant Principal/Supervisor of the Child Study Team/School Psychologist. Salary and benefits are consistent with the contract established by the Bradley Beach Board of Education, on file in the office of the Board Secretary. [B]
10. Resolved: The Board approve the reappointment of David Tonzola to the position of Business Administrator/Board Secretary. Salary and benefits are consistent with the contract established by the Bradley Beach Board of Education, on file in the office of the Board Secretary. [B]

Motion tabled due to inability of Executive County Superintendent to approve contract as of the date of this meeting.

11. Resolved: The Board approve the reappointment of Dr. Wayne Turner, to the position of Superintendent/Principal. Salary and benefits are consistent with the contract established by the Bradley Beach Board of Education, on file in the office of the Board Secretary. [B]

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Motion tabled due to inability of Executive County Superintendent to approve contract as of the date of this meeting.

12. Resolved: The Board approve the appointment of Samuel Bullock to the position of Head Custodian effective July 1, 2008. Salary and benefits are consistent with the contract established by the Bradley Beach Board of Education, on file in the office of the Board Secretary. [B] (Attachment V-A.12)

Staff Travel

13. Resolved: The Board approve the attendance and registration cost of the following staff member to engage in the designated professional training: [G]

Sandy Delopoulos, August 5 – 6, Science & technology for Children, Rider University, \$100

MOTION: Mr. Johnson SECOND: Mrs. Feeley VOTE: 9-0
Note: Tabled Resolutions 10 and 11

B. Students

1. Resolved: That the Board approve the tuition contract for one student to attend Neptune High School starting 2-15-08 and ending 4-25-08 for a total tuition charge of \$1,750.10. [B]

MOTION: Mr. Johnson SECOND: Mr. Migdon VOTE: 9-0

C. Policy

Policy Revision

1. Resolved: That the Board approve the following policies on second reading. The following policies are required for QSAC documentation-Instruction & Program: (See Attachment Packet V-C.3 Copied **Blue** from June 3, 2008 meeting)

POLICY NUMBER	POLICY
2610	Educational Program Evaluation
2361	Acceptable Use of Computer Network/Computers and Resources
2464	Gifted and Talented Pupils

2. Resolved: That the Board approve the following policies on second reading. The following policies are required for QSAC documentation-Fiscal Management: (See Attachment Packet V-C.4 Copied **Green** from June 3, 2008 meeting)

POLICY NUMBER	POLICY
6510	Payroll Authorization
6470	Payment of Claims

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7410	Maintenance and Repair
6421	Purchases Budgeted
6810	Financial Objectives
7100	Long Range Facilities Plan
6620	Petty Cash
7300	Disposition of Property
6820	Financial Reports
6422	Budget Transfers
6320	Purchases Subject to Bid

3. Resolved: That the Board approve the following policies on second reading. The following policies are required for QSAC documentation-Operations: (See Attachment Packet V-C.5 *Copied Yellow* from June 3, 2008 meeting)

POLICY NUMBER	POLICY
7430	School Safety
8461	Reporting Violence, Vandalism, Alcohol and Other Drug Use
7441	Electronic Surveillance in School Buildings and School Grounds
8431	Preparedness for Toxic Hazard
5600	Pupil Discipline/Code of Conduct
9320	Cooperation with Law Enforcement Agencies
8600	Pupil Transportation
8630	Bus Driver Responsibility
8670	Transportation of Disabled Students
5307	Nursing Services Plan
2431	Athletic Competition
2411	Guidance Counseling
2417	Pupil Intervention and Referral Services
8330	Pupil Records
2412	Home Instruction Due to Health Condition
2481	Home or Out of School Instruction for General Education Pupils
2700	Services to Nonpublic School Pupils

MOTION: Mrs. McClymont SECOND: Mr. Migdon VOTE: 9-0

VI. Business Administrator/Board Secretary's Report

A. Approval of Construction of a Rain Garden

Resolved: That the Board approve the construction of an approximately 768 sq. ft. rain garden on the south side of the grounds of the school and accept funding of \$3,000 from the New Jersey Corporate Wetlands Restoration Partnership to finance the construction of said rain garden. (Attachment VI-A)

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Note: Funding will be earmarked by the New Jersey Corporate Wetlands Restoration Partnership and will not be passed through to the school.

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

B. Transfer of Current Year Surplus to Current Expense Emergency Reserve

Resolved: WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Bradley Beach Board of Education wishes to deposit anticipated current year surplus into a Current Expense Emergency Reserve account at year end, and

WHEREAS, the Bradley Beach Board of Education has determined that \$50,000.00 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Bradley Beach Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Note: Funds will be transferred from account code 11-000-100-566.00 [Tuition to Private Schools for the Disabled within the State]

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

C. Transfer of Current Year Surplus to Capital Reserve

Resolved: WHEREAS, N.J.S.A. 18A:21-2 and N.J.S.A. 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excess current revenue or unexpended appropriations into reserve accounts during the month of June by Board resolution, and

WHEREAS, the Bradley Beach Board of Education wishes to deposit anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Bradley Beach Board of Education has determined that \$50,718.15 is available for such purpose of transfer;

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NOW THEREFORE BE IT RESOLVED by the Bradley Beach Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

Note: Funds will be transferred from account code 11-000-100-566.00 [Tuition to Private Schools for the Disabled within the State]

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

D. Approval of Compulsory Student Accident Insurance (2008-09 School Year)

Resolved: That the Board approve the renewal of compulsory student accident insurance coverage through the Bollinger Insurance Agency for the 2008-09 school year. The plan will be underwritten by the People's Benefit Life Insurance and offered to parents at a cost of \$1,918.00 to the Board. (Attachment VI-D) [B]

Discussion: Mr. Tonzola stated that the Board has funded this program for the past two years. It covers all students on all school based activities. The cost last year was \$1,668.00; therefore, there is a \$250 dollar increase, or roughly an increase of 15%.

Mr. Charette and Mrs. Baker asked if we had any number on the amount of claims. Mr. Tonzola stated he will try to get loss reports from the Board's Insurance Broker.

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

E. Approval of Health/Dental Insurance Providers/Rates (2008-09)

Resolved: That the Board approve the following insurance providers/rates for the 2008-09 school year: [B]

Horizon (Medical/Prescription and Dental)
Horizon Blue Cross Blue Shield of New Jersey
Newark, NJ

Monthly Premiums

	<u>Traditional</u> (Group # 82768-00)	<u>POS</u> (Group # 82768-03)	<u>Dental</u> (Group # 82768-30)
Single	\$ 702.39	\$ 519.01	\$ 42.22
Husband/Wife	1,446.89	1,099.38	n/a
Parent/Child	1,109.96	851.06	n/a
Family	1,936.01	1,467.52	118.22

Discussion: Mr. Tonzola stated that the district changed to Horizon Blue Cross Blue Shield of New Jersey health insurance effective July 1, 2007. The Horizon medical rates were .3% below the current Oxford rates at the time. Furthermore, the Horizon rates for dental were 27% below the current Bollinger rates at that time; for the 08-09 school year the medical premiums will have a renewal increase of 10% while the dental renewal will

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have a 4.5% increase. The Board budgeted for a 12% increase in medical and a 7% increase in dental.

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

F. Approval of Discarding Surplus Equipment

Resolved: That the Board approve the discarding of the following:

PC	CPU	Asset Tag #	Serial #
Aspect	Celeron	000009	NJ32888303873
Aspect	Celeron	000024	NJ32888303896
Aspect	Celeron	000033	NJ32888303898
Aspect	Celeron	000034	NJ32888303897
Aspect	Celeron	000037	NJ32888303892
Aspect	Celeron	000067	NJ32888303922
Aspect	Celeron	000069	NJ32888303907
Aspect	Celeron	000072	NJ32888303893
Aspect	Celeron	000075	NJ32888303925
Aspect	Celeron	000077	NJ32888303916
Aspect	Celeron	000078	NJ32888303923
Aspect	Celeron	000079	NJ32888303921
Aspect	Celeron	000080	NJ32888303911
Aspect	Celeron	000090	NJ32888303859
Aspect	Celeron	000092	NJ32888303861
Aspect	Celeron	000123	NJ32888303886
Aspect	Celeron	000146	NJ32888303888
Aspect	Celeron	000168	NJ32888303930
Aspect	Celeron	000220	NJ32888303867
Aspect	P4	000263	NJ32888303938
Aspect	Celeron	000273	NJ32888303852
Aspect	Celeron	000275	NJ32888303851
Aspect	Celeron	000280	NJ32888303846
Aspect	Celeron	000286	NJ32888303864
Aspect	Celeron	000287	NJ32888303865
Aspect	P4	000291	NJ32888303196
Concept	AMD	002741	NJ32888099130
Aspect	P4	004766	NJ732888303944

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

G. Approval of Extraordinary State Aid (2007-08 School Year)

Resolved: That the Board accept additional State (Extraordinary) Aid in accordance with the Comprehensive Educational Improvement Financing Act in the amount of \$13,299.00 as per the attached funding notice. (Attachment VI-G)

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Discussion: Mr. Tonzola stated that although extraordinary aid is based on 100% of the cost over \$40,000, the amount is prorated among all the districts and the prorated share for this year is 18.722% as compared to last year's 23.336%.

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

H. Approval of Maximum Travel Expenditure Amount 2008-09 School Year

Resolved: That the Board approve the following resolution:

WHEREAS, pursuant to N.J.S.A. 18A: 11-12, in each pre-budget year, the Bradley Beach Board of Education is required to establish a maximum travel expenditures amount for the budget year which may not be exceeded; and

WHEREAS, the Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by State and local funds; and

WHEREAS, The Board of Education has elected to excluded travel expenditures supported by federal funds from the maximum travel expenditure amount; and

WHEREAS, The Board of Education has determined that the total amount of travel expenditures supported by federal funds from the prior school year was \$12,784.00; and

WHEREAS, The Board of Education has determined that the total amount of travel expenditures supported by federal funds from the 2007-08 school year is \$10,270.00; and

WHEREAS, The Board of Education has determined that the total amount of travel expenditures supported by federal funds for the 2008-09 school year is projected to be \$19,047.00,

NOW THEREFORE BE IT RESOLVED, that the Board of Education hereby establishes the maximum travel expenditure amount not supported by Federal Funds, which has been budgeted for the 2008-09 school year as \$9,900.00.

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

I. Approval of Business Administrator/Board Secretary's Financial Report

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending May 31, 2008 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VI-I)

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

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J. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending May 31, 2008 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary. (Attachment VI-J)

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

K. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of May 31, 2008, 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 6A:23-2.11(b); that no line item appropriation in violation of N.J.A.C. 6A:23-2.11 (1) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

L. Approval of Budget Transfers (2007/2008)

Resolved: That the Board approve the 2007/08 budget transfers as listed on Attachment VI-L.

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

M. Approval of May 2008 Payroll

Resolved: That the Board approve the May 2008 gross payroll in the amount of \$311,143.11.

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

N. Approval of Bills Payment

Resolved: That the Board approve payment of the June 17, 2008 regular bills list and as certified and approved (Attachment VI-N)

MOTION: Mr. Migdon SECOND: Mrs. Feeley VOTE: 9-0

O. Approval of Transfer of Funds

1. Resolved: That the Board approve the transfer of \$3,207.25 from Student Activities Account (11-401-100-500.00) to the Bradley Beach Grammar School Checking Account. [B] – To fund class trips and student assembly programs.

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2. Resolved: That the Board approve the transfer of \$1,382.00 from Student Activities Account (11- 402-100-500.00) to the Bradley Beach Grammar School Checking Account. [B]
– To fund referee cost for boys and girls basketball games and softball games.
(Attachment VI-O)

MOTION: Mrs. Feeley SECOND: Mr. Migdon VOTE: 9-0

P. Approval of the Addendum Bills List

Resolved: That the Board approve payment of the June 17, 2008 addendum bills list and as certified and approved. (Attachment VI-P)

MOTION: Mr. Migdon SECOND: Mrs. Feeley VOTE: 9-0

VII. Old Business – None

VIII. New Business

Mr. Migdon proposed that the Board draft a letter to the Church of the Ascension to change their morning Mass time from 8:00 a.m. to 8:15 a.m. when school is in session to allow for a better flow of traffic when parents are dropping off their children. Furthermore, Mr. Migdon asked if the gym will be available for the recreation program to use in the summer.

Dr. Turner informed the Board that the gym is currently not being used.

Mrs. Feeley wanted to commend the staff, particularly the music teacher Ms. Meckes, for a great graduation. Mrs. Feeley added that the slide show presentation was an excellent touch.

IX. Committee Reports – None

X. Public Comments – None

XI. President's Report

Mr. Charette wanted to thank everyone for their thoughts concerning his father. Mr. Charette also added that the graduation was a huge success and he wished the graduating 8th grade class success in their future endeavors.

XII. Executive Session – None

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XIII. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:08 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary