

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

**OFFICIAL MINUTES**

**Workshop/Regular Meeting**  
**November 20, 2007**

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:04 p.m. by the President, Mr. 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

Present:        Mrs. Baker                Mr. Johnson  
                     Mrs. Feeley                Mr. Migdon  
                     Mr. Gerdes                Mr. Charette  
                     Dr. Turner, Superintendent/Principal  
                     David Tonzola, Business Administrator/Board Secretary

Absent:        Mr. Gorry  
                     Mrs. McClymont  
                     Mrs. Totten

Presentation

Mr. Bob Allison of the firm, Hutchins, Farrell, Meyer & Allison, P.A, made a presentation to the Board concerning the Fiscal Year 2007 Audit. The opinion rendered by the auditing firm was an unqualified opinion with no recommendations noted in the Management Report.

Superintendent's Report

Dr. Turner reviewed his agenda items, in particular the appointment of Gloria Sanchez, approval of the English Language Learner, and the approval of the new policies for first reading.

Afterwards, Mr. Tonzola reviewed his agenda items with the Board.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:41 p.m.

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Regular Meeting

The Regular Public Meeting was called to order by President Charette at 7:42 p.m.

Roll Call

Present: Mrs. Baker Mr. Johnson  
Mrs. Feeley Mr. Migdon  
Mr. Gerdes Mr. Charette  
Dr. Turner, Superintendent/Principal  
David Tonzola, Business Administrator/Board Secretary

Absent: Mr. Gorry  
Mrs. McClymont  
Mrs. Totten

IV. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – October 16, 2007

MOTION: Mrs. Baker SECOND: Mr. Migdon VOTE: 6-0

V. Superintendent's Report

A. Personnel

Appointment of Staff

1. Resolved: That the Board approve the appointment of Devon Scully to the position of Teacher Aide, effective December 1, 2007 through June 30, 2008, at a salary established by the Bradley Beach Board of Education on file in the Office of the Board Secretary. [B]

Discussion: Dr. Turner informed the board that the district had an employee for this position; however, she left before school opened in September. Increases in certain grade levels have necessitated the need to replace the former employee. The position has been accounted for in the 07-08 budget.

2. Resolved: That the Board approve the appointment of the following substitute teachers effective immediately: [B]

- Anne Marie Ginnane
- John Bury

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3. Resolved: That the Board approve the appointment of Gloria Sanchez to provide English/Spanish translation services for Spanish-speaking parents that include parent-teacher conferences along with special school events for the 2007-2008 school year at the stipend rate of \$40.00/hour, not to exceed \$1,200.00 [T]
4. Resolved: That the Board approve the appointment of Kevin Cosgrove to provide scheduled remedial assistance to students in grades six through eight (early morning, lunchtime, and/or after-school) for the 2007-2008 school year at the stipend rate of \$40.00/hour consistent with the Bradley Beach Education Association collective agreement. [G]
5. Resolved: That the Board approve the appointment of Julia Mate to provide technical production services that include the school art calendar, Board publications and/or special event publications for the 2007-2008 school year at the stipend rate of \$40.00/hour consistent with the Bradley Beach Education Association collective agreement. [T]
6. Resolved: That the Board approve the appointment of Louanne Bartlett and Betty Slocum to dispatch and deploy substitute teachers for the 2007-2008 school year. Compensation to each of the two staff members for these evening and weekend responsibilities is \$1,352.00 (payable in two installments in December and June of \$676.00 each). [B]

Staff Travel

7. Resolved: That the Board approve the attendance and registration cost of the following staff members to engage in the designated professional training: [G]

Staff Member	Date(s) of Event	Name/Title of Professional Training	Location	Cost
Jennifer Pingitore	12-04-07	Preparing for the NJ Ask	Rutgers Univ.	\$160.00
Patricia Napolitano	12-04-07	Preparing for the NJ Ask	Rutgers Univ.	\$160.00
Marjorie Zaccaro	12-04-07	Preparing for the NJ Ask	Rutgers Univ.	\$160.00
Jason Smith	12-11-07	No Standing Around in My Gym	Somerset, NJ	\$135.00
Gail Mayer	12-11-07	Guided Math-Practical Strategies to Differentiate Your Math....(BER)	Cherry Hill, NJ	\$195.00
Amy Roth	12-18-07	Motivating the Unmotivated Practical Strategies for Teaching the Hard to Reach Students (BER)	Cherry Hill, NJ	\$195.00
Marjorie Zaccaro	12-18-07	Motivating the Unmotivated Practical Strategies for Teaching the Hard to Reach Students (BER)	Cherry Hill, NJ	\$195.00
Karen O'Boyle	1-09-08	Topics & Strategies to Improve Student Performance on NJ Ask	Rutgers Univ.	\$195.00
Gail Mayer	1-09-08	Topics & Strategies to Improve Student Performance on NJ Ask	Rutgers Univ.	\$195.00
Joann Doherty	1-10-08	Successful Co-Teaching Strategies (BER)	Cherry Hill, NJ	\$185.00
Cynthia Aurilio	1-10-08	Successful Co-Teaching Strategies (BER)	Cherry Hill, NJ	\$185.00

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Beverly Riley	1-10-08	Successful Co-Teaching Strategies (BER)	Cherry Hill, NJ	\$185.00
Ronnie Walerzak	1-16-08	Teaching the Gifted & Highly Capable Student (SDE)	Mount Laurel, NJ	\$199.00
Kevin Cosgrove	1-23-08	Hands-On Activities & Projects To Enhance Student Learning in Soc. Studies/History Class (BER)	Cherry Hill, NJ	\$195.00
Jeanne Acerra	1-23-08	Hands-On Activities & Projects To Enhance Student Learning in Soc. Studies/History Class (BER)	Cherry Hill, NJ	\$195.00
Elissa Liberatore	1-24-08	Discipline Strategies for the Difficult Young Child (BER)	Long Branch, NJ	\$185.00
Jason Smith	1-28-08 to 2-01-08	Yoga Education Instructor Training	School for Children, Eatontown, NJ	\$650.00
Frances Pondaco	2-08-08	What's New In Children's Literature/How to Use It (BER)	Newark, NJ	\$185.00
Donna Hamernick	2-08-08	What's New In Children's Literature/How to Use It (BER)	Newark, NJ	\$185.00
Noreen Tarriff	2-08-08	What's New In Children's Literature/How to Use It (BER)	Newark, NJ	\$185.00
Marjorie Zaccaro	4-04-08	40th Annual Conference on Reading & Writing (Harcourt)	Somerset, NJ	\$175.00
Jennifer Pingitore	4-04-08	40th Annual Conference on Reading & Writing (Harcourt)	Somerset, NJ	\$175.00

MOTION: Mrs. Baker SECOND: Mr. Migdon VOTE: 6-0

B. Students

Instructional Support

1. Resolved: That the Board approve the presentation of a program for English Language Learner parents to be presented two evenings/ week between January 1 through May 31, 2008. The instructor for this program will be compensated at a rate of \$40.00/hour, not to exceed \$3,200.00. [T]
2. Resolved: That the Board approve the annual Bradley Beach Early Childhood Program Aid One Year Operational Plan and its submission to the New Jersey Department of Education. (Attachment V-B.2)

Tuition

3. Resolved: That the Board approve tuition for 48 students to attend Red Bank Regional High School: 48 regular education students @ \$10,300.00/student for the 2007-2008 school year at a total tuition of \$494,400.00. Transportation will also be provided by the Bradley Beach Board of Education. (Attachment V-B.3) [B]

Safety

4. Resolved: That the Board approve the annual Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials and its submission to the New Jersey Department of Education. (Attachment V-B.4)

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

C. Policy

Policy Revision

1. Resolved: That the Board approve the review of the existing Bradley Beach School District policies in Section 0000-Bylaws: 0174-Duties of Board Attorney; 0175-Contracts with Independent Consultants; and Section 1000-Administration: 1100-District Organization; 1110-Organizational Chart; 1120 Management Team; 1130-Staff Liaison Committees; 1210-Board-Superintendent Relations; 1230-Superintendent's Duties; 1320-Duties of School Business Administrator/Board Secretary; 1330-Evaluation of School Business Administrator; 1331-Evaluation of Board Secretary; 1400-Job Descriptions; 1310-Employment of School Business Administrator/Board Secretary. (*White* Attachment V-C.1)
2. Resolved: That the Board approve the following policies on first reading:  
 (Blue Attachments V-C.2.1 through V-C.2.4)

<b>AGENDA ATTACHMENT</b> [ <i>Copied Blue</i> ]	<b>POLICY NUMBER</b>	<b>POLICY</b>
V-C.2.1	0176	Collective Bargaining and Contract Approval/Ratification
V-C.2.2	1220	Employment of Chief School Administrator
V-C.2.3	1240	Evaluation of Superintendent
V-C.2.4	1260	Incapacity of Superintendent

MOTION: Mrs. Baker SECOND: Mr. Migdon VOTE: 6-0

VI. Business Administrator/Board Secretary's Report

A. Acceptance of 2006-2007 Audit

Resolved: That the Board accept the Comprehensive Annual Financial Report (CAFR) and single audit as prepared by Hutchins, Farrell, Meyer & Allison, P.A. for the fiscal year July 1, 2006 through June 30, 2007. (Attachment VI-A)

Discussion: Mr. Tonzola wanted to recognize and thank the staff in the Business Office, both Josephine Palmieri and Sandra Lampinen, for their help in a smooth transition to a new

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auditing firm. This was Hutchins, Farrell, Meyer & Allison, P.A.'s first audit of the district after a different auditing firm had been in the district for the past ten years.

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

B. Approval of FY 2008 NCLB Consolidated Formula Grant Funds

Resolved: That the Board accept the following 2008 NCLB Consolidated Formula Grant Funds. (Attachment VI-B)

<b>Program Name</b>	<b>FY 2008 Award Amount</b>
Title I	\$121,791.00
Title IIA	44,816.00
Title IID	849.00
Title IV	2,786.00
Title V	634.00

Discussion: Mr. Tonzola stated that the funds received will be used for salaries, supplies, FICA reimbursement, as well as professional development workshops and seminars.

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

C. Approval of No Child Left Behind (NCLB) Carry-Over Application – FY 2007

Resolved: That the Board approve the submission of the FY 2007 No Child Left Behind (NCLB) Carry-Over Application in the following amounts:

<b>Program Name</b>	<b>Carry-Over Amount</b>
Title I	\$ 6,839.85
Title IIA	22,572.60
Title IID	569.00
Title III	2,324.32
Title IV	2,043.27

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

D. Approval of Early Childhood Program Aid (ECPA) Carry-Over Funds (FY 2007)

Resolved: That the Board approve the following FY 2007 carry-over grant funds:

<b>Program Name</b>	<b>Carry-Over Amount</b>
Early Childhood Program Aid	\$11,126.15

Discussion: Mr. Tonzola indicated that the carry-over funds will be used to pay for health benefits for our pre-k and kindergarten teachers and aides.

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

E. Approval of Joint Transportation Agreement with Red Bank Regional

Resolved: That the Board approve the following joint transportation agreements with the Red Bank Regional High School Board of Education for the transportation of Bradley Beach students for the 2007/2008 school year. [B]

Route #	Destination	Total
0020	Red Bank Regional H.S.	\$21,128.33
0050	Red Bank Regional H.S.	20,537.16
	<b>Total</b>	<b>\$41,665.49</b>

Discussion: Mr. Tonzola stated that both resolutions E and F are great examples of how the district shares services with other schools in the area. If the district had to bid these transportation routes themselves, the cost would be far greater than those listed on the agenda.

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

F. Approval of Joint Transportation Agreement – Neptune Township

Resolved: That the Board approve the following joint transportation agreements with the Neptune Township Board of Education for the transportation of Bradley Beach students for the 2007/2008 school year. [B]

Route #	Destination	Cost
CHTRAM	Children Center	\$ 3,390.17
CPC1AM	CPC	11,160.00
HBREAM	Harbor	6,294.80
HHSAM	ARC	7,393.20
KIV1AM	KIVA	5,101.75
SHRSAM	Schroth	7,590.00
WODAAM	Woodcliff	4,242.15
VCCAO	Career Center	404.17
VCCPI	Career Center	785.97
	<b>Total</b>	<b>\$46,362.21</b>

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

G. Approval of of Travel Request

Resolved: That the Board approve the following employee travel request: [B]

<b>Employee</b>	<b>Travel</b>	<b>Date</b>	<b>Amount</b>
David Tonzola	N.J.A.S.B.O. Workshop on User Friendly Budgets-Tax Levy Cap-New Reserve Accounts-Second Questions – State Aid, Double Tree Mt. Laurel	12-20-07	\$100.00 Reg. Fee

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

H. Approval of Business Administrator/Board Secretary’s Financial Report

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending October 31, 2007 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VI-H)

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

I. Approval of Treasurer’s Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending October 31, 2007 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-I)

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

J. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of October 31, 2007, 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:23.11 (1) and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

K. Approval of Payroll

Resolved: That the Board approve the October 2007 gross payroll in the amount of \$305,055.63.

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 6-0

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L. Approval of Bills Payment

Resolved: That the Board approve payment of the November 20, 2007 regular bills list and as certified and approved. (Attachment VI-L)

MOTION: Mr. Gerdes SECOND: Mr. Migdon VOTE: 6-0

VII. Old Business

Mrs. Baker gave a brief discussion on her attendance at the NJQSAC Workshop held at the New Jersey School Boards Convention in Atlantic City.

VIII. New Business

Mr. Gerdes wanted to know if there was any way the district could get any assurances from the vendors that the PTO and student government use for prizes and gifts to the students, about their contents of lead.

IX. Committee Reports

Dr. Turner stated that the Facilities Committee will be meeting before the December Board of Education Meeting.

X. Public Comments – None

XI. President's Report

Mr. Charette wanted to wish everyone a Happy Thanksgiving.

XII. Executive Session – None

XIII. Adjournment

By a unanimous voice vote the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary