

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

OFFICIAL MINUTES

Workshop/Regular Meeting
June 23, 2009

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 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 Coast Star*, and posted in the school in a place reserved for this kind of notice.

III. Roll Call /Flag Salute

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

Absent:	Mr. Gorry
	Mr. Mandina
	Mr. Migdon

Superintendent's Report

Dr. Turner reviewed his agenda items, in particular the appointment of Julie A. Ferwerda to the position of Speech and Language Teacher, and the extended year program appointments. Moreover, Dr. Turner stated that the student population for the extended year program was 58 students, and the breakdown was 40% special education and 504 students, and 60% Title I students.

Afterwards, Mr. Tonzola discussed his agenda items with the Board, in particular the approval of the Standard Operating Procedures, the approval of the general property/liability insurance/workers compensation premiums, and the two building projects to take place this summer.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:25 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Charette at 7:26 p.m.

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Roll Call

Present: Mr. Bardinas Mr. Johnson
Mrs. Feeley Mrs. McClymont
Mr. Gerdes Mr. Charette
Mr. Gorry arrived at 7:35 p.m.
Dr. Turner, Superintendent/Principal
David Tonzola, Business Administrator/Board Secretary

Absent: Mr. Mandina
Mr. Migdon

IV. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular/Public Meeting – May 19, 2009
Confidential Executive Session – May 19, 2009

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 5-0-1
Mrs. Feeley Abstained

V. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the appointment of administrative staff members for the 2009/2010 school year as on file in the Office of the Superintendent as listed on (Attachment V-A.1). [B]
2. Resolved: That the Board approve the appointment of Julie A. Ferwerda to the position of Speech and Language Teacher. This four-day/week (0.8) position will be compensated at a salary established by the Bradley Beach Board of Education on file in the Office of the Board Secretary. (Attachment V-A.2) [B]
3. Resolved: That the Board accept the resignation of Teacher Aide, Devon Scully, effective June 30, 2009. (Attachment V-A.3)
4. Resolved: That the Board approve the unpaid medical leave of Head Custodian, Samuel Bullock, retroactive from June 15, 2009 to June 30, 2009.
5. Resolved: That the Board approve the appointment of Substitute Custodian, Thomas Musier, for the 2009/2010 school year at a compensation rate of \$10.50/hour. [B]

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Extended Year Program

6. Resolved: That the Board approve the appointment of the following teachers to teach summer school beginning July 6, 2009 through August 14, 2009. The appointment of the following teachers will be for 30 days, 3.5 hours/day, with compensation at a rate of \$40.00/hour as consistent with the Bradley Beach Education Association collective agreement stipend rate: [G]
Amy Roth
Wendy Barnes
Kristin Bower
Donna Hamernick
Kevin Cosgrove
Jeanne Acerra
Gail Mayer
7. Resolved: That the Board approve the appointment of Carolyn Iraggi to teach Wilson Reading in summer school beginning July 6, 2009 through August 14, 2009. The appointment will be for 10.5 hours/week, 3.5 hours/day with compensation at a rate of \$40.00/hour as consistent with the Bradley Beach Education Association collective agreement stipend rate. [G]
8. Resolved: That the Board approve the appointment of Lucille Wasack to serve as the Summer School Nurse beginning July 6, 2009 through August 14, 2009. The appointment will be for 30 days, 3.0 hours/day with compensation at a rate of \$40.00/hour as consistent with the Bradley Beach Education Association collective agreement stipend rate. [B]
9. Resolved: That the Board approve the appointment of Julie Ferwerda to serve as the Summer School Speech and Language Teacher beginning July 6, 2009 through August 14, 2009. The appointment will be for 12 days (2 days/week), 3.5 hours/day with compensation at a rate of \$40.00/hour as consistent with the Bradley Beach Education Association collective agreement stipend rate. [G]
10. Resolved: That the Board approve the appointment of Deborah Conklin to serve as the Summer School Occupational Therapist beginning July 6, 2009 through August 14, 2009. The appointment will be for 3.0 hours/week at a rate of \$70.00/hour (not to exceed \$1,260.00). [G]
11. Resolved: That the Board approve the appointment of the following teacher aides to provide student support during summer school beginning July 6, 2009 through August 14, 2009. The appointment of the following teacher aides will be for 30 days, 3.0 hours/day with compensation at a rate of \$16.00/hour: [G]
Joann Mack
Donna Bartlett

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Summer Appointments

12. Resolved: That the Board approve the appointment of Alison Zylinski, School Social Worker and Carolyn Iraggi, LDTC, as members of the Child Study Team, to complete student IEP assessments and reports. This appointment will be for a maximum of 30 hours at a rate of \$40.00/hour as consistent with the Bradley Beach Education Association collective agreement stipend rate. [B]
13. Resolved: That the Board approve the appointment of Thomas Hurley, School Psychologist as a member of the Child Study Team to complete student IEP assessments and reports. This appointment will be for a maximum of 4 days at a rate of \$300.00/day. [B]
14. Resolved: That the Board approve the appointment of Mary Glennon, Child Study Team Secretary to complete student IEP assessments and reports. This appointment will be for a maximum of 100 hours at a rate of \$22.77/hour.[B]
15. Resolved: That the Board approve the appointment of Louanne Bartlett, Attendance Officer/ Secretary to process and receive materials. This appointment will be for a maximum of 100 hours at a rate of \$15.00/hour.[B]
16. Resolved: That the Board approve the appointment of Linda Delicio, Library Teacher Aide, to cull existing library resources; add new titles; and implement a new library software system (Destiny) data base. This appointment will be for a maximum of 100 hours at a rate of \$13.00/hour.[B]

Report Card Revision

17. Resolved: That the Board approve the appointment of the following teachers to serve on a report card revision committee to revise the school's existing report cards. These appointments will not exceed 10 hours for each teacher, at a rate of \$40.00/hour, as consistent with the Bradley Beach Education Association collective agreement stipend rate: [G]

Kindergarten

Kristin Bower
Noreen Tarriff

Grades 1-3

Donna Hamernick
Frances Pondaco
Marjorie Zaccaro

Grades 4-8

Michelle Sprengel
Sandy Delopoulos
Karen O'Boyle

MOTION: Mrs. Feeley SECOND: Mr. Bardinas VOTE: 6-0

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VI. Business Administrator/Board Secretary's Report

A. Approval of the Bradley Beach Board of Education Standard Operating Procedures and Internal Controls

Resolved: That the Board approve the Guide for Standard Operating Procedures and Internal Controls. (Attachment VI-A)

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

B. Acceptance of the American Reinvestment and Recovery Act – Individual with Disabilities Education Act (ARRA-IDEA) Allocation

Resolved: That the Board approve the acceptance of the American Reinvestment and Recovery Act – Individual with Disabilities Education Act (ARRA-IDEA) allocation as follows: (Attachment B)

Program Name	ARRA Allocation
Preschool	\$3,127

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

C. Approval of General Property/Liability Insurance (2009/2010 School Year)

Resolved: That the Board approve the proposal as submitted by the New Jersey School Boards Association Insurance Group for General and Liability for the 2009/2010 school year effective 7/01/09 – 6/30/10 as follows: [B]

Coverage	Premium
Property	\$20,028
Boiler & Machiner	781
EDP	1,202
Crime	734
General Liability	5,515
Auto	1,617
School Board Legal	3,422
Bond – Rodman & Tonzola	1,204
Umbrella	Included in G/L, Auto & SBL
Total	\$34,503

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

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D. Approval of Worker's Compensation Insurance (2009/2010 School Year)

Resolved: That the Board approve the proposal as submitted by New Jersey School Boards Association Insurance Group for Workers Compensation insurance for the 2009/2010 school year effective 7/01/09 - 6/30/10 as follows: [B]

Coverage	Premium
Worker's Compensation	\$47,198*

* Represents a decrease of 6% over 2008/2009 cost. This decrease is due to our Experience Modification for 2009/2010 decreasing from 1.437 to 1.201 (16%). When calculating the Experience Modification, the 2004/2005 claims history dropped off and the 2007/2008 claims history replaced it.

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

E. Approval of Health/Dental Insurance Providers/Rates (2009/2010)

Resolved: That the Board approve the following insurance providers/rates for the 2009/2010 school year:

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	\$ 779.65	\$ 576.10	\$ 45.26
Husband/Wife	1,606.05	1,220.31	n/a
Parent/Child	1,232.06	944.68	n/a
Family	2,148.97	1,628.95	126.73

Discussion: Mr. Tonzola stated that the district will be seeing an 11% increase in their health insurance premiums and a 7% increase in their dental premiums. Both increases were in line with budgeted amounts.

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

F. Approval of Discarding Surplus Equipment

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

PC	Asset Tag #	Serial #
Aspect	0129	NJ732888303941
Aspect	0060	NJ732888303939
Aspect	0054	NJ732888303937
Aspect	0052	NJ732888303935

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Aspect	0089	NJ732888303929
Aspect	4567	NJ732888303856
Aspect	0006	NJ732888303882
Aspect	0094	NJ732888303863
Aspect	0070	NJ732888303909
Aspect	0278	NJ732888303848
Aspect	0093	NJ732888303862
Aspect	0010	NJ732888303889
Aspect	0032	NJ732888303894
Aspect	4770	NJ732888303943
Aspect	0219	NJ732888303868
Aspect	0035	NJ732888303895
Aspect	0031	NJ732888303885
Aspect	0015	NJ732888303918
Aspect	0290	NJ732888303931
Aspect	0279	NJ732888303847
Aspect	0046	NJ732888303191
Aspect	0047	NJ732888303192
Aspect	0048	NJ732888303193
Aspect	0045	NJ732888303194
Aspect	0021	NJ732888303928
DTK	0124	N7C02G047

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

G. Approval of Use of School Building – The Church of the Ascension

Resolved: That the Board approve the use of the Bradley Beach Elementary School by the Church of the Ascension for its Faith Formation Program on Sundays during the 2009/2010 school year. (Attachment VI-G)

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

H. Approval of Proposal – Swift Construction, LLC

Resolved: That the Board approve Swift Construction, LLC, 246 Highway 34 -Suite 3, Matawan, NJ 07747 for the following work:

1. Furnish and install new interior drywall partitions for east stage wall and west stage wall (3 5/8” metal studs, 5/8” gyp board taped and finished).
2. Labor and material to paint wall.
3. Furnish and install crown and base molding.
4. Furnish and install plywood blocking in wall for electrical panel.
5. Furnish and install insulation.
6. Demolition and removal of wall.

Total cost of the proposal is \$11,000, which was the lowest of two proposals submitted/received and three no responses from other vendors for the same work. [B]

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

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I. Approval of Proposal – Allaire Electrical Contractors, Inc.

Resolved: That the Board approve Allaire Electrical Contractors, Inc., 2220 Landmark Place -Suite 4, Manasquan, NJ 08736 for the following work:

1. Installation of four eight foot tracks, two four foot tracks, and two, two foot tracks with a total of eighteen thirty nine watt heads (with beam spread reflectors included).
2. Supplying nine colored lenses to the district.
3. Relocation of existing service panel and pipe over to new location, the east wall.
4. All piping for panel and circuits will be piped under the stage, and existing panel will be used as a junction box.
5. Supply new power panel using existing circuit breakers, and install sixteen switches next to the panel to operate new track lights.

Total cost of the proposal is \$16,162.40, which was the lowest of three proposals submitted/received from other vendors for the same work. [B]

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

J. Approval of Maximum Travel Expenditure Amount 2009/2010 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 \$10,270.00; and

WHEREAS, The Board of Education has determined that the total amount of travel expenditures supported by federal funds from the 2008/2009 school year is \$12,927.95; and

WHEREAS, The Board of Education has determined that the total amount of travel expenditures supported by federal funds for the 2009/2010 school year is projected to be \$22,914.50,

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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 2009/2010 school year as \$7,550.00.

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

K. Approval of Transfer of Funds

1. Resolved: That the Board approve the transfer of \$2,755.83 from Student Class Trip Account (11-190-100-500.00) to the Bradley Beach Grammar School Checking Account [B] – to fund class trip.
2. Resolved: That the Board approve the transfer of \$1,854.00 from Student Athletic 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 umpire cost for baseball and softball games. (Attachment VI-K)

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

L. 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, 2009 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VI-L)

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

M. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending May 31, 2009 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-M)

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

N. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of May 31, 2009, 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. McClymont SECOND: Mr. Gerdes VOTE: 6-0

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O. Approval of Budget Transfers (2008/2009)

Resolved: That the Board approve the 2008/09 budget transfers as listed on Attachment VI-O.

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

P. Approval of May 2009 Payroll

Resolved: That the Board approve the May 2009 gross payroll in the amount of \$323,476.16.

MOTION: Mrs. McClymont SECOND: Mr. Gerdes VOTE: 6-0

Q. Approval of Bills Payment

Resolved: That the Board approve payment of the June 23, 2009 regular bills list and as certified and approved. (Attachment VI-Q)

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

R. Approval of Joint Transportation Agreement with 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 2008/2009 school year. [B]

Route #	Destination	Cost
SSP2	Summerfield School	\$2,270.02
SSD5	Summerfield Preschool	914.28
	Total	\$3,184.30

MOTION: Mrs. Feeley SECOND: Mr. Gerdes VOTE: 6-0

VII. Old Business

Mr. Gerdes stated that the band did an excellent job at the Memorial Day Parade. Mrs. McClymont stated that the band did a great job at the graduation as well.

VIII. New Business

Mrs. Feeley and Mrs. McClymont stated that the students and staff did a wonderful job on the yearbook.

Mrs. McClymont asked about registrations for the upcoming school year.

Dr. Turner informed the Board that the district continues to get new registered students, and he believes the population should be the same, if not slightly higher, for next school year.

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IX. Committee Reports – None

X. President's Report

Mr. Charette thanked everyone for attending the graduation, and he stated that the graduation celebration went very well.

XI. Executive Session – None

XII. Public Comments (Regular Meeting Only)

Mr. Ben Waters, of 216 Fourth Avenue, asked about the school-wide enrollment for the 2009/2010 school year.

Dr. Turner informed the public that he believes the enrollment will be flat or slightly higher in 2009/2010.

Mrs. Amy Speck, of 202 Second Avenue, brought up her prior concerns with the Board as it relates to bullying. Furthermore, Mrs. Speck wanted the Board to explain the criteria for selecting the academic achiever. Mrs. Speck believed that all four marking periods should be looked at when selecting the academic achiever.

Mr. Charette informed Mrs. Speck that they will look at all four marking periods and see if a mistake was made in selecting the academic achiever for the current year. If the outcome is determined to be different, the Board will award another academic achiever award.

Ms. Kim Sullivan, Park Place Avenue, asked the Board why they only base the award on the first three marking periods.

Dr. Turner indicated that plaques need to be ordered before graduation; and therefore, the first three marking periods are used.

Mr. Michael Speck, of 202 Second Avenue, stated that it was the responsibility of the Board to watch out for the parents and students of the community and to ask questions of the administration.

XIII. Adjournment

By a unanimous voice vote the meeting was adjourned at 7:58 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary