

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

OFFICIAL MINUTES

Regular Meeting /Public Hearing
June 17, 2014

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 Monroe 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. Flag Salute/Roll Call

Roll Call

Present: Mr. Bardinas Mrs. Merenda
 Mrs. Carlucci Dr. Rodriguez
 Mr. Gerdes Mr. Young
 Mr. Mandina Dr. Monroe
 Mr. Majka, Superintendent/Principal
 David Tonzola, Business Administrator/Board Secretary

Absent: Mr. Gorry

IV. Discussion Items

1. POSE Presentation

The students of the POSE Program conducted a Prezi presentation, which focused on the history of the town. During their presentation the students discussed the history of some of the landmarks of Bradley Beach, such as the Bradley Beach Cinema, the Bradley Beach Train Station, and 900 Main Street.

After the POSE presentation, Dr. Monroe conducted the public hearing on the Business Administrator/ Board Secretary's contract.

A. 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 16, 2014; 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

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 16, 2014; 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, 2014 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 Comments

Mr. Hidalgo, 306 Hammond Avenue, Bradley Beach, NJ, made comments regarding an email from the Business Administrator to representatives of Dowling. Moreover, Mr. Hidalgo made comments concerning the process of going into executive session.

Close Public Hearing

Dr. Monroe began the public hearing portion of the meeting by opening up the dialogue to any board member who wished to speak. She then turned the dialogue to any member of the public wishing to

speak. Seeing that there was no further public comment, Dr. Monroe closed the public hearing and reconvened the workshop session.

Superintendent's Report

Mr. Majka reviewed his agenda items with the Board, especially the personnel appointments.

Before Mr. Tonzola went over his agenda items, he reminded the Board and the public that nominating petitions for the November School Board Election are due to the county clerk by 4 p.m. on July 28th. Mr. Tonzola then proceeded to review his agenda items with the Board, particularly the approval of the FY 2015 NCLB, IDEA Consolidated Grants, and the approval of RFP 15-01 Food Service Management.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:46 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 7:47 p.m.

Roll Call

Present: Mr. Bardinas Mrs. Merenda
Mrs. Carlucci Dr. Rodriguez
Mr. Gerdes Mr. Young
Mr. Mandina Dr. Monroe
Mr. Majka, Superintendent/Principal
David Tonzola, Business Administrator/Board Secretary

Absent: Mr. Gorry

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Special Meeting – May 13, 2014
Regular Public Meeting – May 20, 2014
Confidential Executive Session – May 20, 2014

MOTION: Mr. Bardinas SECOND: Mr. Mandina VOTE: 6-0-2
Mr. Gerdes abstained
Dr. Rodriguez abstained

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the appointment of the tenured teaching staff and non-tenured teaching staff for the 2014/2015 school year as on file in the office of the Superintendent. (Attachment VI-A.1) [B]
2. Resolved: That the Board approve the appointment of Jillian Kreutzer to the position of Elementary Education Teacher, effective September 1, 2014, through June 30, 2015, at a salary of \$52,718.00, as established by the collective agreement between the Bradley Beach Board of Education and the Bradley Beach Educational Association on file in the office of the Board Secretary. (Attachment VI-A.2) [B]
3. Resolved: That the Board approve Alison Zylinski for Supervision and Evaluation of Instruction course work at Kean University.
4. Resolved: That the Board approve the appointment of the following teachers to teach summer school from July 7 through August 14, 2014, for 3.5 hours/day at a rate consistent with the collective agreement with the Bradley Beach Education Association of \$40.00/hour: [B]
 - Kevin Cosgrove
 - Donna Hamernick
 - Alisyn Morder
5. Resolved: That the Board approve the appointment of the following Teacher Aides for the summer school program from July 7 through August 14, 2014, for 3.0 hours/day at a rate of \$15.00/hour: [B]
 - Chris Naeder
 - Ruth Ramirez
 - Tiffany Terefenko
6. Resolved: That the Board approve the appointment of Speech Therapist Julie Ferwerda for the summer school program from July 7 through August 14, 2014, for 3.0 hours/week at a rate consistent with the collective agreement with the Bradley Beach Education Association of \$40.00/hour. [B]
7. Resolved: That the Board approve the appointment of Teacher Kristin Krupa to serve in the capacity of Substitute Summer School Teacher on an 'as-needed' basis for the summer school program from July 7 through August 14, 2014, at a rate consistent with the collective agreement with the Bradley Beach Education Association of \$40.00/hour. [B]
8. Resolved: That the Board approve the reappointment of David Tonzola to the position of Business Administrator/Board Secretary. (Attachment VI-A.8) [B]

9. Resolved: That the Board approve the appointment of Mary Glennon to provide CST secretarial services from July 1 through August 30, 2014. The CST secretary will provide services not to exceed a total of 100 hours and will be compensated at a rate of \$25.45/hour. [B]
10. Resolved: That the Board approve the appointment of substitute custodians Robert Campofiori and Edward Bradforth for the 2014/2015 school year, at an hourly rate of \$12.50/hour. [B]
11. Resolved: That the Board approve the salaries for support staff and administrators, as per attachment, for the 2014/2015 school year, as on file in the office of the Superintendent. (Attachment VI-A.11) [B]
12. Resolved: That the Board approve the following teachers to participate in curriculum writing teams that include, but not limited to, Pre-K, ESL/Bilingual, and STEM. This work will be completed during the summer of 2014. Teachers will be compensated at the rate of \$40.00/hour, not to exceed 33 hours, consistent with the BBEA collective agreement. [B]

Alexandra Casares
Jillian Kreutzer
Paul Mulligan
Isabel Segviano
Diana Rodrick
Amy Roth

13. Resolved: That the Board approve the appointment of Dr. Joseph Mannion as the Bradley Beach School Physician for the 2014/2015 school year for an annual fee of \$2,000.00. [B]
14. Resolved: That the Board approve the carry-over of 5 vacation days from the 2013/2014 school year to the 2014/2015 school year for Secretary to the Superintendent, Betty Slocum. The carry-over of these days is a one-time exception for this school year.
15. Resolved: That the Board approve the carry-over of 4 vacation days from the 2013/2014 school year to the 2014/2015 school year for Custodian, James Englert. The carry-over of these days is a one-time exception for this school year.
16. Resolved: That the Board approve the carry-over of 7 vacation days from the 2013/2014 school year to the 2014/2015 school year for Secretary to the Business Administrator, Josephine Palmieri. The carry-over of these days is a one-time exception for this school year.
17. Resolved: That the Board approve the amendment of the employment contract for Louanne Bartlett, Attendance Officer/Secretary to add 5-days (at contracted rate) to the existing July 1, 2014 to June 30, 2015 contract. These additional 5-days are necessitated due to additional time required to process updates and data-input to the District student information system [Genesis] and the State student information system [NJ SMART]. These 5 days would be served during the final week of August (August 25-29, 2014).

18. Resolved: That the Board approve the appointment of School Nurse Lucille Wasack for the 2014 summer school program, from July 7 through August 14, 2014, for 3.0 hours/day at a rate consistent with the collective agreement with the Bradley Beach Education Association of \$40.00/hour. [B]
19. Resoled: That the Board approve the appointment of Occupational Therapist Deborah Conklin, OTR for the 2014 summer school program, from July 7 through August 14, 2014, for 6.0 hours/week at a rate of \$70.00/hour, not to exceed \$2,100.00. [G]

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 8-0

B. Students

1. The BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying in the Month of May.
2. Resolved: That the Board approve the following tuition contracts:

ID No.	School	Location	Start Date	Annual Tuition Rate	
257	Bayshore Jointure Commission DLC-Shore Center for Students with Autism	Tinton Falls, NJ	07-01-2014	\$9180.00	B

3. Resolved: That the Board approve the 2014 Bradley Beach Elementary School Summer Program. The program will run from Monday through Thursday, July 7, 2014 until August 14, 2014. The hours will be 9:00 a.m. to 12:00 p.m.

MOTION: Dr. Rodriguez SECOND: Mr. Bardinas VOTE: 7-0-1
Mrs. Merenda abstained

C. Policy

1. Resolved: That the Board approve the Comprehensive Equity Plan Annual Assurance for academic year 2013/2014. (Attachment VI-C.1)
2. Resolved: That the Board approve the Bilingual/ESL Three-Year Program Plan 2014–2017. (Attachment VI-C.2)

MOTION: Mr. Young SECOND: Mr. Gerdes VOTE: 8-0

VII. Business Administrator/Board Secretary’s Report

A. Appointment of School Board Auditor

Resolved: That the following resolution is hereby adopted:

RESOLUTION AUTHORIZING AN AGREEMENT FOR AUDITING SERVICES

ADOPTED BY THE BRADLEY BEACH BOARD OF EDUCATION IN THE COUNTY OF MONMOUTH.

WHEREAS, there exists a need for audition services for the Bradley Beach Board of Education; and

WHEREAS, such auditing services can be provided only by a Certified Public Accountant and is so recognized as such; and Robert Allison, of Holman, Frenia and Allison, P.C., 912 Highway 33, Suite 2, Freehold, NJ 07728

WHEREAS, the fees for the audit will be \$18,575.00 annually;

NOW THEREFORE, BE IT RESOLVED, BY THE BRADLEY BEACH BOARD OF EDUCATION, IN THE COUNTY OF MONMOUTH AS FOLLOWS:

1. Robert Allison of Holman, Frenia and Allison, P.C. is hereby appointed as Board Auditor for the period July 1, 2014 to June 30, 2015.
2. The contract is award without competitive bidding as a "Professional Service" in accordance with the Public School contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution shall be placed on file with the Secretary of the Board.

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

B. Approval of FY 2015 NCLB Consolidated Formula Grant Application/Funds

Resolved: That the Board approve the submission of the FY 2015 NCLB Consolidated Formula Grant Application and acceptance of funds as follows:

Program Name	FY 2015 Award Amount
NCLB Title IA	\$137,639
NCLB Title IIA	40,363

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

C. Approval of FY 2015 IDEA Part B Consolidated Formula Grant Application/Funds

Resolved: That the Board approve submission of the FY 2015 IDEA Part B Consolidated Formula Grant Application and acceptance of funds as follows:

Program Name	FY 2015 Award Amount
IDEA BASIC	\$130,614
IDEA PRESCHOOL	2,637

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

D. Receipt of Proposals RFP 15-01 Request for Proposals for Food Service Management (2014/2015)

Resolved: That the Bradley Beach Board of Education received three (3) proposals for RFP 15-01 Request for Proposals for Food Service Management services which was duly advertised on March 19, 2014 in the Asbury Park Press from the following firms:

1. Dowling Food Service Management, Inc. – Manchester, NH
2. Maschio’s Food Services, Inc. – Chester, NJ
3. Nutri-Serve Food Management, Inc. – Burlington, NJ

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

E. Approval of Proposal RFP 15-01 Food Service Management (2014/2015)

Resolved: That the Board award the proposal as submitted by Maschio’s Food Service, Inc., Chester NJ for Food Service Management for the 2014/2015 school year for the following fee:

Annual Flat Fixed Management Fee: \$5,000 with a guaranteed loss no greater than \$7,500 subject to certain stipulations enumerated in their proposal. If the actual bottom line is greater than this amount Maschio’s Food Service, Inc. will subsidize the full amount over the guarantee. This is a one year contract with the option for four additional one year renewals.

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

F. Approval of Lunch/Breakfast Prices – 2014/2015 School Year

Resolved: That the Board approve the following lunch/breakfast prices for the 2014/2015 school year.

Student Lunch	\$3.25
Student Breakfast	\$1.50
Adult Lunch	\$3.75
Adult Breakfast	\$1.90

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

G. 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 \$10,000 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.

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

H. Approval of Maximum Travel Expenditure Amount 2014/15 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 expenditure 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 \$19,918.59 and

WHEREAS, The Board of Education has determined that the total amount of travel expenditures supported by federal funds from the 2013/14 school year is \$16,723.66; and

WHEREAS, The Board of Education has determined that the total amount of travel expenditures supported by federal funds for the 2014/15 school year is projected to be \$18,000,

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 2014/15 school year as \$7,000.00.

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

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, 2014 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-I)

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

J. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of May 31, 2014, 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 is 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: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

K. Approval of Budget Transfers (2013/2014)

Resolved: That the Board approve the 2013/2014 budget transfers as listed on Attachment VII-K.

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

L. Approval of May 2014 Payroll

Resolved: That the Board approve the May 2014 gross payroll in the amount of \$332,866.06.

MOTION: Mr. Gerdes SECOND: Mr. Mandina VOTE: 8-0

M. Approval of Bills Payment

Resolved: That the Board approve payment of the June 17, 2014 regular bills list and as certified and approved. (Attachment VII-M)

MOTION: Dr. Rodriguez SECOND: Mrs. Carlucci VOTE: 8-0

N. Approval to Accept Donation from the Bradley Beach Parent Teacher Organization

Resolved: That the Board accept the donation of \$1,500.00 from the Bradley Beach Parent Teacher Organization to be used for the purchase of a kiln and kiln supplies.

Furthermore, that the Board allows the Business Administrator to create budget account codes 20-090-100-610.00 and revenue code 20-1000.04 in the 2014/2015 budget to account for this transaction.

MOTION: Dr. Rodriguez SECOND: Mr. Bardinas VOTE: 8-0

VIII. Old Business – None

IX. New Business

Dr. Monroe stated that the 8th grade graduation has been moved to the Ascension Center and that the last day of the school year will be Friday, June 20th.

X. Committee Reports – None

XI. President's Report

Dr. Monroe made the following remarks:

1. The Chief School Administrator evaluation is due July 1st
2. Congratulated and thanked Mr. LeProtto for the two spring concerts
3. Thanked the POSE students and POSE advisors, Mrs. DiZefalo and Mrs. Ballina
4. Announced that the school has received a \$7,000 artisan grant, which will be used for the services of a ceramic artist
5. The PTO has raised \$23,000 and put those funds back into the school through various initiatives: technology, academic, medical, and school & family projects
6. Acknowledged and thanked Mrs. Orlando for her Spanish restaurant project
7. Thanked Mr. Merenda for his work building the box to house the hose for the community garden
8. Thanked all the individuals that were involved in the Spring Carnival

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only)

1. Mrs. Merenda, 300 LaReine Avenue, Bradley Beach, NJ, made comments concerning the eighth grade Washington Trip. Mrs. Merenda was happy to have participated and observe the trip and stated that the school was well represented.

2. Ms. Ryan, 707 Ocean Avenue, Bradley Beach, NJ, thanked the Board for recognizing the PTO for the support that they provide to the school.
3. Mr. Merenda, 300 LaReine Avenue, Bradley Beach, NJ, commented on how much he appreciated the 8th grade class welcoming their family and especially his son.
4. Mrs. Carlucci, 515 Monmouth Avenue, Bradley Beach, NJ, wanted to thank the PTO not just about the generous monetary support they provide for the school but the time as well, which is an invaluable commodity.
5. Mr. Sacci, 507 ½ LaReine Avenue, Bradley Beach, NJ, expressed his appreciation for the Washington trip. Mr. Sacci thanked Mrs. Acerra and the staff that chaperoned the trip. Mr. Sacci also commented on the hiring of Mr. Majka and his leadership being a great asset to the district. Furthermore, he is happy about the direction the school is headed; however, he feels that the Board needs to bridge the gap that exists as it relates to communication with the parents.

XIV. Executive Session (if required) –None

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:12 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary