

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

**OFFICIAL MINUTES**

**Regular Meeting**  
**August 19, 2014**

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:03 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

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

Absent:         Mr. Gerdes

IV. Discussion Items – None

Superintendent's Report

Mr. Majka began his section of the workshop meeting by discussing his agenda items with the Board.

Mr. Tonzola began his section of the workshop meeting by going over the mandatory training sessions that current Board members must complete for this upcoming school year, and the registration of those board members attending the New Jersey School Boards Convention in Atlantic City.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:24 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 7:25 p.m.

Roll Call

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

Absent: Mr. Gerdes

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – July 15, 2014  
Confidential Executive Session – July 15, 2014

MOTION: Mrs. Merenda SECOND: Mrs. Carlucci VOTE: 6-0-2  
Mr. Gorry abstained  
Mr. Mandina abstained

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the appointment of the following substitute teachers for the 2014/2015 school year: [B]

Azzarella, Margaret	Power, Carolyn
Bosa, John	Prindiville, Jillian
Brown, Jennifer	Raphalides, Stephanie
Cline, Kristen	Rosenthal, Deborah
Coleman, Mary	Schroeder, Nancy
Davis, April	Scott, Kathleen
Gargan, Kerry	Smith, Allyson
Ginnane, Anne	Smith, Samantha
Locassio, Gary	Sprengel, Fredrick
McCormick, Giselle	Subervi, Travis
McCormick, Kaitlin	Suit, Monik
Misner, Kimberly	Terefenko, Tiffany
Naeder, Christopher	Trocchio, Nicholas
Petraglia, Jamie	Walerzak, Shelby
Pondaco, Frances	

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Note: Grant funds to be paid out of federal funds account codes 20-271-100-101.01-CO and 20-270-100-101.01 NCLB Title IIA carryover and current year. Substitute teachers are paid \$75.00 per day.

2. Resolved: That the Board approve the appointment of the following substitute nurse for the 2014/2015 school year: [B]

- Day, Kathleen

Note: Substitute nurses are paid \$75.00 per day.

3. Resolved: That the Board approve the compensation for Computer Technology Teacher, Andrea Ballina, to create the annual student art calendar for publication and distribution to parents. This project required 25 work hours to be compensated at the \$40.00/hour stipend rate as defined in the BBEA collective agreement. [T]
4. Resolved: That the Board approve the appointment of Jessica Stephan to the position of .4 School Psychologist, effective September 1, 2014, through June 30, 2015, at a salary of \$21,567.20 (MA+30 Step 2). (Attachment VI-A.4) [B]
5. Resolved: That the Board approve rescinding the appointment of Marc R. Rodger as custodian, effective immediately.
6. Resolved: That the Board approve the appointment of Ed Bradforth to the position of custodian, effective September 1, 2014, through June 30, 2015, at a salary of \$37,000.00. (Attachment VI-A.6) [B]
7. Resolved: That the Board approve the appointment of substitute custodian Sean Bradforth for the 2014/2015 school year, at an hourly rate of \$12.50. (Attachment VI-A.7) [B]
8. Resolved: That the Board approve the appointment of Ruth Ramirez to the position of teacher aide, effective September 1, 2014, through June 30, 2015, at an annual salary of \$21,246.00. (Attachment VI-A.8) [B]
9. Resolved: That the Board approve the appointment of Melanie Seewaldt to the position of teacher aide, effective September 1, 2014, through June 30, 2015, at an annual salary of \$21,246.00. (Attachment VI-A.9) [B]
10. Resolved: That the Board approve the appointment of Patricia Noriega to the position of cafeteria aide, effective September 1, 2014, through June 30, 2015, at an hourly rate of \$11.41 for 3.5 hours per day. (Attachment VI-A.10) [B]
11. Resolved: That the Board approve four days of substituting as a teacher aide for Linda DeLicio in the BBES summer school program, at a rate of \$15.00/hr. for three hours a day, for a total of \$180.00. [B]

12. Resolved: That the Board approve an additional three hours of consulting services by Learning Disabilities Teacher Consultant (LDTC) Stephanie Scheick, to be conducted over the summer, at a rate consistent with the collective agreement with the Bradley Beach Education Association of \$40.00/hour. [T]

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

B. Policy

1. Resolved: That the Board approve the Code of Student Conduct for the 2014/2015 school year. (Attachment VI-B.1)
2. Resolved: That the Board approve the following policies for second reading: (Attachment VI-B.2)

<b>POLICY NUMBER</b>	<b>POLICY</b>
0000.01	Introduction (M) (Revised)
0000.02	Introduction (M) (Revised)
1240	Evaluation of Superintendent (Revised)
3142	Nonrenewal of Nontenured Teaching Staff Member (Revised)
3144	Certification of Tenure Charges (Revised)
3144.12	Certification of Tenure Charges- Inefficiency (M) (New)
3144.3	Suspension Upon Certification of Tenure Charge (New)
3221	Evaluation of Teachers (M) (New)
3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (New)
3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (New)
3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (New)
3232	Tutoring Services (New)
3372	Teaching Staff Member Tenure Acquisition (New)
3373	Tenure Upon Transfer or Promotion (New)
3374	Tenure Upon Transfer to an Underperforming School (New)
4124	Employment Contract (Revised)
4146	Nonrenewal of Nontenured Support Staff Member (Revised)
5117	Interdistrict Public School Choice (Revised)
5120	Assignment of Pupils (M) (Revised)
5300	Automated External Defibrillators (AED) (M) (Revised)
5512	Harassment, Intimidation, and Bullying (M) (Revised)
5533	Pupil Smoking (M) (Revised)
7434	Smoking in School Buildings and on School Grounds (M) (Revised)

7522	School District Provided Technology Devices to Staff Members (New)
7523	School District Provided Technology Devices To Pupils (New)

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

C. Students

1. Resolved: That the Board approve the annual “Standing Orders for the Care of the Ill or Injured” for the 2014/2015 school year. (Attachment VI-C.1)

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

2. Resolved: That the Board approve the following tuition contracts:

ID No.	School	Location	Start Date	Annual Tuition Rate	B
257	Bayshore Jointure Commission Shore Center for Students with Autism	Tinton Falls, NJ	09/04/14	(Tuition) \$47,388.00 (Extra Services) 3,000.00	B
2155	Bayshore Jointure Commission DLC- Shore Center for Students with Autism	Tinton Falls, NJ	09/04/14	(Tuition) \$47,388.00 (Aide) 38,250.00 (Extra Services) 1,500.00	B
284	Harbor School	Eatontown, NJ	09/07/14	\$57,971.00 (210 Days)	B
1302	Collier School	Wickatunk, NJ	09/03/14	\$54,334.80	B
2234	Manchester Twp. Regional Day School	Whiting, NJ	09/01/14	\$56,763.00	B

MOTION: Mr. Gorry SECOND: Mr. Mandina VOTE: 6-0-2  
Mrs. Merenda abstained  
Dr. Monroe abstained

3. Resolved: That the Board approve the acceptance of the following tuition students for the 2014/2015 school year:

Student ID-2340 – First Grade  
Student ID-2412 –Seventh Grade

4. Resolved: That the Board approve the proposed school year calendar for the 2014/2015 school year. (Attachment VI-C.4)

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

D. Curriculum

1. Resolved: That the Board approve the adoption of the following curricula for the 2014/2015 school year as on file with the Superintendent:

- ELA/ESL K-8
- Science/STEM 3-5, 6-8
- Gifted and Talented 3-5, 6-8
- Pre-K
- Response to Intervention (RTI): *Student Success*

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

VII. Business Administrator/Board Secretary's Report

A. Approval of Attendance at NJSBA 2014 Workshop and Exhibition October 28-30, 2014

Resolved: That the Board approve the attendance of the following board members and administrators to the annual New Jersey School Boards Association Conference, which will be held at the Atlantic City Convention Center, Atlantic City, NJ, at a total travel cost not to exceed \$2,910.00. [B]

Name	Registration Amount	Travel: Hotel (Not to Exceed)	Travel: Meals & Incidentals per GSA Rates (Not to Exceed)	Travel: Mileage per State OMB .31 rate (Not to Exceed)	Travel: Tolls/Parking Receipts Needed (Not to Exceed)
Thomas Bardinas	\$ 109.09			\$56.00	\$30.00
Barbara Carlucci	109.09			56.00	30.00
Dwight Gerdes	109.09	\$ 92.00	\$ 99.00	56.00	30.00
Brian Gorry	109.09			56.00	30.00
Michael Mandina	109.09			56.00	30.00
Margaret Merenda	109.09			56.00	30.00
Susan Monroe	109.09	92.00	99.00	56.00	30.00
Denise Rodriguez	109.09			56.00	30.00
John Young	109.09			56.00	30.00
David Tonzola	109.09	92.00	99.00	56.00	30.00
Joseph Majka	109.10	92.00	99.00	56.00	30.00
<b>Total</b>	\$1,200.00	\$368.00	\$396.00	\$616.00	\$330.00

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

B. Approval to Renew Membership with the New Jersey Schools Insurance Group

Resolved: That the Board accept the following resolution:

WHEREAS, the New Jersey Schools Insurance Group (NJSIG) seeks to provide its members with protection, services, and savings relating to insurance and self-insurance;

WHEREAS, two or more educational institutions have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1, et seq. and the regulations promulgated pursuant thereto;

WHEREAS, the Educational Institution has resolved to apply for and/or renew its membership with NJSIG; and

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG.

NOW, THEREFORE, it is agreed as follows:

1. The Educational Institution hereby establishes/renews its membership with NJSIG for a three (3) year period, beginning July 1, 2014, and ending July 1, 2017 at 12:01 a.m. eastern standard time.
2. The Educational Institution agrees to participate in NJSIG.
3. The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG and as from time to time amended by NJSIG and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.
4. The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG Plan of Risk Management.
5. In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liability of each and every member of NJSIG all of whom, as a condition of membership in NJSIG, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.
6. If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand.
7. The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations.
8. NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A: 18B-1 et seq. and such other statutes and regulations as may be applicable.

9. The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute this Agreement to renew membership.

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

C. Approval to Renew Membership with the New Jersey Schools Insurance Group Monmouth Ocean Counties Shared Services Insurance Fund

Resolved: That the Board accept the following resolution:

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables school districts to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage in the areas of insurance and self-insurance and related services; and

WHEREAS, the Board of Education of the Bradley Beach District desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and

WHEREAS, the Board of Education of the Bradley Beach District finds that the best and most efficient way of securing this protection and services is by cooperating with other school districts across the State of New Jersey;

WHEREAS, the Board of Education of the Bradley Beach District under its obligations as a member of the New Jersey Schools Insurance Group does allow for safety inspections of its properties, to pay contributions in a timely fashion and to comply with the bylaws and standards of participation of this Group.

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BRADLEY BEACH DISTRICT:

THAT the Board of Education of Bradley Beach joins with other school districts in organizing and becoming members of the New Jersey Schools Insurance Group; and

THAT, by adoption of this resolution, the Board of Education is hereby joining the New Jersey Schools Insurance Group in accordance with the terms of the Indemnity and Trust Agreement.

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

D. Approval of Extraordinary State Aid (2013/14 School Year)

Resolved: That the Board accept State (Extraordinary) Aid in the amount of \$29,598.

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

E. Approval of Nonpublic School Transportation Aid (2013/14 School Year)

Resolved: That the Board accept State (Nonpublic School Transportation) Aid in the amount of \$845.00.

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

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

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending July 31, 2014 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-F)

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

G. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending July 31, 2014 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 VII-G)

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

H. Approval of Monthly Certification

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

I. Approval of Budget Transfers (2013/2014)

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

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

J. Approval of Budget Transfers (2014/2015)

Resolved: That the Board approve the 2014/2015 budget transfers as listed on Attachment VII-J.

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

K. Approval of July 2014 Payroll

Resolved: That the Board approve the July 2014 gross payroll in the amount of \$71,184.74.

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

L. Approval of Bills Payment

Resolved: That the Board approve payment of the August 19, 2014 regular bills list and as certified and approved. (Attachment VII-L)

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

VIII. Old Business

Mr. Majka stated the kiln has been delivered and that Mr. Liebman and Mrs. DiZefalo will be interviewing artisans over the next few weeks.

IX. New Business

Dr. Monroe stated that there will be a family orientation night on September 3<sup>rd</sup> for preschool students, new students to the district, and sixth grade students.

Moreover, Dr. Monroe stated that back to school night will be held on September 11<sup>th</sup>.

X. Committee Reports

Dr. Monroe stated that the curriculum committee met and had a productive meeting.

XI. President's Report

Dr. Monroe stated that any board member wishing to become a member of an ad hoc committee to explore the possibility of the district becoming a choice district, should get in contact with her.

XII. Public Comments (Agenda Items Only)

XIII. Public Comments (Other Items Only)

Mr. Hoph, 207 LaReine Avenue, Bradley Beach, NJ, asked if the Board could reevaluate its entry date for preschool students.

Regular Meeting  
August 19, 2014

XIV. Executive Session

Resolved: That the Board agrees to a Confidential Executive Session to discuss the Annual Review of the Superintendent and student matters.

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

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:04 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary