

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

**OFFICIAL MINUTES**

**Regular Meeting/Public Hearing**  
**April 26, 2016**

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:02 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. Gerdes                      Mr. Young  
                 Mr. Lozowick                  Dr. Monroe  
                 Dr. Wisniewski, Superintendent/Principal  
                 David Tonzola, Business Administrator/Board Secretary

Absent:        Mr. Warnet

IV. Discussion Item

PTO Donation

Formal Public Hearing and Presentation of the Proposed 2016/2017 School Budget

Dr. Wisniewski and Mr. Tonzola reviewed the Budget Power Point Presentation with the Board and the public during the public hearing portion of the meeting. Dr. Wisniewski addressed the educational impact that the 2016/2017 budget will have on the district, while Mr. Tonzola addressed the financial impact of the budget.

Superintendent's Report

Dr. Wisniewski began the workshop session by thanking the PTO for their generous donation of \$10,000. Dr. Wisniewski then went over his agenda items with the Board.

Mr. Tonzola then went over his agenda items with the Board, specifically the approval of the PTO donation, as well as the approval of the Doctrine of Necessity.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:57 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 7:58 p.m.

Roll Call

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

Absent: Mr. Warnet

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – March 15, 2016

MOTION: Mr. Young SECOND: Mr. Bardinas 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 following substitute teachers for the 2015/2016 school year: [B/G]

- Patricia A Suriani
- Joiana R. Iacono

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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.

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

2. Resolved: That the Board approve the appointment of Michael Liebmann to the position of Affirmative Action Officer for the 2016/2017 school year.

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

3. Resolved: That the Board approve the change in assignment for Danielle Reif from the position of Part Time Teacher Aide to Full Time Teacher Aide, effective April 1, 2016 through June 30, 2016, at an annual pro-rated salary of \$21,778. [G]

Note: Grant funds to be paid out of federal funds account code 20-251-100-106.00 IDEA Basic carryover. One hundred percent of her salary (actual prorated amount of \$6,533.40) will be funded from this account.

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

4. Resolved: That the Board approve the agreement between Bradley Beach Elementary School and Neurology Specialists of Monmouth County to conduct neurological evaluations at the rate of \$390 per evaluation for the 2016/2017 school year. (Attachment VI-A.4) [B]

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

5. Resolved: That the Board approve the appointment of Nancy Armstrong to the position of Cafeteria Aide, effective April 27, 2016, through June 30, 2016, at an hourly rate of \$11.71 for 3.5 hours per day. (Attachment VI-A.5) [B]

MOTION: Mrs. Carlucci SECOND: Dr. Rodriguez VOTE: 7-0-1

Mr. Lozowick abstained

6. Resolved: That the Board approve the attendance and the registration cost of the following staff members for engagement in the designated professional training: [G]

Staff Member	Date(s) of Event	Name/Title of Professional Training	Location	Cost
Jessica Stephan	5-06-16	Correlating Cognitive Assessment to Learning (NJASP)	East Windsor, NJ	\$175.00
Donna Maggio	5-11-16	Make Best Use of Guided Reading (BER workshop)	Long Branch, NJ	\$239.00
Jennifer Pingitore	5-11-16	Make Best Use of Guided Reading (BER workshop)	Long Branch, NJ	\$239.00
Patricia Orlando	5-17-16	Making Best Use of Cutting-Edge Technology to Enhance Students' Proficiency (BER)	Cherry Hill	\$239.00
Andrea Ballina	5-20-16	Sewn Circuits, Grades 4-12 (workshop for STEM program)	Rutgers University Busch Campus	\$50.00

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Paul Mulligan	5-20-16	Sewn Circuits, Grades 4-12 (workshop for STEM program)	Rutgers University Busch Campus	\$50.00
Kristin Krupa	5-25-16	Garden State Summit (Google for Education)	Georgian Court University	\$199.00
Michelle Sprengel	5-25-16	Garden State Summit (Google for Education)	Georgian Court University	\$199.99
Victoria Mulligan	6-02-16	Behavior Management for the Paraprofessional	Monmouth Mall <i>Regional Professional Development Academy</i>	-0-
Ramirez, Ruth	6-02-16	Behavior Management for the Paraprofessional	Monmouth Mall <i>Regional Professional Development Academy</i>	-0-
Reif, Danielle	6-02-16	Behavior Management for the Paraprofessional	Monmouth Mall <i>Regional Professional Development Academy</i>	-0-
Jessica Stephan	6-10-16	Mindfulness Techniques for children & Teens	Eatontown, NJ	\$199.00
Alison Zylinski	6-10-16	Mindfulness Techniques for children & Teens	Eatontown, NJ	\$199.00

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

B. Policy

1. Resolved: That the Board approve the following policies for second reading. (Attachment VI-B.1)

<b>POLICY NUMBER</b>	<b>POLICY</b>
P&R 1240	Evaluation of Superintendent (M) (Revised)
P&R 3221	Evaluation of Teachers (M) (Revised)
P&R 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
P&R 3223	Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
P&R 3224	Evaluation of Principals, Vice Principals, and Assistant Principals (M) (Revised)
3431.1	Family Leave (M) (Revised)
4431.1	Family Leave (M) (Revised)
5337	Service Animals (New)
5516	Use of Electronic Communication and Recording Devices (ECD) (M) (Revised)

2. Resolved: That the Board approve the following policies for first reading. (Attachment VI-B.2)

<b>POLICY NUMBER</b>	<b>POLICY</b>
P 0167	Public Participation in Board Meetings (Revised)
P 0168	Recording Board Meetings (Revised)
P 2422	Health and Physical Education (Revised)
P 2425	Physical Education (Abolished)

P 2431	Athletic Competition (M) (Revised)
R 2431.2	Medical Examination Prior to Participation on a School-Sponsored Interscholastic or Intramural Team or Squad (M) (Revised)
P&R 5111	Eligibility of Resident/Nonresident Students (M) (Revised)
P&R 5310	Health Services (M) (Revised)
P&R 5330.01	Administration of Medical Marijuana (M) (New)
P&R 8462	Reporting Potentially Missing or Abused Children (M) (Revised)
P 8550	Outstanding Food Service Charges (New)

MOTION: Mr. Bardin SECOND: Mr. Gerdes VOTE: 7-0-1  
 Mrs. Merenda abstained

C. Students

- Resolved: That the Board approve the following 2015/2016 student field trips that provide community onsite learning aligning with the New Jersey Core Curriculum Content Standards: [B]

Date	Grade	Location	Cost	Bus
5/25/16	3	Allaire State Park, Tour of Village and Train Ride	\$459.00	\$294.00 First Student

- Resolved: The monthly status report of reported and investigated Harassment, Intimidation and Bullying incidents submitted by the Bullying Specialist for the month of March. (Attachment VI-C.2)
- Resolved: That the Board approve the 2016 Bradley Beach Elementary School Summer Program. The program will run from Tuesday, July 5, 2016, until August 11, 2016, (Monday through Thursday, except for the first week, which will run Tuesday through Thursday). The hours for students will be 8:30 a.m. to 12:00 p.m., while the hours for certified teaching staff will be 3.75 hours per day.
- Resolved: That the Board amend the 2016/2017 Calendar as follows:
  - The NJEA Convention (November 3, 2016 and November 4, 2016) is moved to November 10, 2016 and November 11, 2016.
  - November 8, 2016 is changed from a student day to a “Teacher In-Service” day and school is closed for students. (Attachment VI-C.4)

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

VII. Business Administrator/Board Secretary's Report

A. Approval of School Budget – 2016/17 School Year

Resolved: That the Board approve the 2016/2017 School Budget in the following amounts:

1. General Fund	\$7,102,734
2. Special Revenue	389,742
3. Debt Service Fund	173,813

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

B. Approval of General & Debt Service Funds' Tax Levies – 2016/2017 School Year

Resolved: That the Board approve the following amounts to be raised by taxes:

General Fund	\$5,713,964
Debt Service	173,807

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

C. Approval of Advertised Budget

Resolved: That the Business Administrator has advertised said budget in the Asbury Park Press on April 19, 2016 in accordance with the format required by the State Department of Education and according to law.

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

D. Approval of Maximum General Fund Travel Expenditure

Resolved: That in accordance with State Statute the maximum general fund expenditure for travel and related expenditures for the 2016/17 school year for all staff and board members is \$8,000.00. For 2015/16 the maximum amount approved for travel and related general fund expenditures was \$7,000.00 of which \$3,697.02 has been spent to date.

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

E. Approval of the District's General Fund Professional Services Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2016/17 general fund professional services appropriation budget be set for the amount of:

<b>Professional Services</b>	<b>Amount</b>
Legal	\$ 15,000.00
Auditing	20,000.00
Board Negotiator	750.00
Architectural/Engineering	2,000.00
Physician	2,000.00

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

F. Approval of the District's Special Revenue Fund Professional Services Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2016/17 special revenue fund professional services appropriation budget be set for the amount of:

<b>Professional Services</b>	<b>Amount</b>
Physical Therapy	\$ 16,000.00
BCBA	7,000.00

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

G. Approval of the District's General Fund Co-Curriculum Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2016/17 general fund co-curricular appropriation budget be established as follows:

<b>Co-Curricular Activities</b>	<b>Salaries</b>
Safety Patrol	\$ 2,251.00
Yearbook	2,251.00
Yearbook Tech. Advisor	2,251.00
Environmental Club	2,251.00
Computer Club	2,251.00
Newspaper Relations	2,251.00
Music Director	2,580.00
DJ	2,251.00
Student Government	2,251.00
Drama Club	2,251.00
ESL	2,251.00
8 <sup>TH</sup> Grade Trip Advisor	2,251.00
Interpret/Translation Stipend	3,490.00
Webmaster	1,800.00
Washington Stipend	600.00
<b>Total</b>	<b>\$33,231.00</b>

<b>Co-Curricular Activities</b>	<b>Supplies</b>
Safety Patrol	\$ 31.25
Yearbook	31.25
Environmental Club	31.25
Computer Club	31.25
Newspaper Club	31.25
Choral Director	31.25
Student Government	31.25
Drama Club	31.25
<b>Total</b>	<b>\$250.00</b>

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

H. Approval of the District's General Fund Athletics Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2016/17 general fund athletics appropriation budget be established as follows:

<b>Athletics</b>	<b>Salaries</b>
Baseball	\$ 2,880.00
Softball	2,880.00
Boys Basketball	2,880.00
Girls Basketball	2,880.00
Boys Soccer	2,880.00
Girls Soccer	2,880.00
Athletic Director	2,251.00
Cheerleaders	2,880.00
<b>Total</b>	<b>\$22,411.00</b>

<b>Athletics</b>	<b>Purchased Services (Board Subsidy e.g. transportation &amp; officials)</b>
Baseball	\$ 2,334.00
Softball	2,334.00
Boys Basketball	2,333.00
Girls Basketball	2,333.00
Boys Soccer	2,333.00
Girls Soccer	2,333.00
Cheerleaders	n/a
<b>Total</b>	<b>\$14,000.00</b>

<b>Athletics</b>	<b>Supplies</b>
Baseball	\$ 428.57
Softball	428.57
Boys Basketball	428.57
Girls Basketball	428.57

Boys Soccer	428.57
Girls Soccer	428.57
Cheerleaders	428.58
<b>Total</b>	<b>\$3,000.00</b>

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

I. Approval of Parliamentary Procedures (2016/2017)

Resolved: That the Board adopt Roberts Rules of Order as the official parliamentary procedure manual to be used to conduct meetings and appoint the Board Secretary to act as the parliamentarian for the 2016/2017 school year.

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

J. Approval of Implementation of the 2016/2017 Budget

Resolved: That the Board authorize the Superintendent and Business Administrator/Board Secretary to implement the 2016/2017 budget pursuant with local and state policies and regulations.

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

K. Approval of Tax Requisition Schedule (2016/2017)

Resolved: That the Board hereby approve the tax requisition schedule for the 2016/2017 school year as listed on Attachment VII-K.

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

L. Bank Resolutions

1. Resolved: That the following bank for the specific accounts, as listed, is continued as depository of school funds:

Bank of America, Bradley Beach

- General Account
- Payroll Account
- Payroll Agency Account
- Unemployment Tax Trust Account
- Cafeteria Account
- Student Council Activity Account
- School Account

2. Resolved: That for investment purposes, the following bank is hereby approved and that the Business Administrator/Board Secretary be authorized to amend this initial list predicated

on prevailing interest rates and investment activity when such additions and/or deletions present an investment enhancement for the Bradley Beach Board of Education:

Bank of America

Bradley Beach, NJ

3. Resolved: That the following warrant signatures (signatures may be original or facsimile) are hereby authorized for the accounts specified:

General Account – Three (3) Signatures Required

1. Board President
2. Treasurer of School Funds
3. Business Administrator or Superintendent

Payroll Account – One (1) Signature Required

1. Treasurer of School Funds or Business Administrator

Payroll Agency Account – Two (2) Signatures Required

1. Business Administrator/Board Secretary or Superintendent
2. Treasurer of School Funds

Cafeteria Account – Two (2) Signatures Required

1. Business Administrator/Board Secretary
2. Treasurer of School Funds

School Account - Two (2) Signatures Required

1. Treasurer of School Funds
2. Superintendent or Business Administrator/Board Secretary

Unemployment Account - Two (2) Signatures Required

1. Treasurer of School Funds
2. Superintendent or Business Administrator/Board Secretary

Student Council Account - Two (2) Signatures Required

1. Treasurer of School Funds
2. Superintendent or Business Administrator/Board Secretary

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

M. Designation of Advertising Media

Resolved: That the following resolution is hereby adopted:

WHEREAS, The Open Public Meetings Act (Chapter 231, P.L. 1975) N.J.S.A. 10:4.6 et seq. requires that certain notice of meetings be submitted to two newspapers, one of which shall be the official newspaper, and

WHEREAS, The second newspaper designated by this Board must be one which has the greatest likelihood of informing the public within the jurisdictional boundaries of the Board of Education of such meetings, and

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

1. *The Asbury Park Press* is hereby designated as the official newspaper to receive all notices of meetings.
2. Either *The Coast Star* or *The New Coaster* is hereby designated as the second newspaper having the greatest likelihood of informing the public within the jurisdictional area of the Board of Education of notice of meetings designated to receive all notices of meetings as required by the Open Public Meetings Act.
3. *The Asbury Park Press*, *The Coast Star* and/or *The New Coaster* are hereby designated as the newspapers for legal advertisements.

This resolution shall take effect immediately.

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

N. Appointment of Authorized Agent for Federal and State Funds

Resolved: That the following resolution is hereby adopted:

BE IT RESOLVED that the Business Administrator/Board Secretary of the Bradley Beach Board of Education is hereby designated as the Board's authorized agent to file applications and requests for State and Federal Funds under existing State and Federal laws.

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

O. Appointment of School Board Attorney

Resolved: That the following resolution is hereby adopted:

RESOLUTION AUTHORIZING AN AGREEMENT FOR LEGAL SERVICES  
ADOPTED BY THE BRADLEY BEACH BOARD OF EDUCATION IN THE  
COUNTY OF MONMOUTH.

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

WHEREAS, such legal services can be provided only by a licensed attorney and is so recognized as such; and Michael Gross of Kenny, Gross, Kovats, and Parton, 130 Maple Ave., PO Box 8610, Red Bank, N. J. 07701

WHEREAS, funds in the amount of \$15,000 annually are available for this purpose;

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

1. Michael Gross of Kenny, Gross, Kovats, and Parton, is hereby appointed as Board Attorney at \$130 per hour for the period July 1, 2016 to June 30, 2017.
2. The contract is awarded 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. Bardinas SECOND: Mr. Young VOTE: 8-0

P. Appointment of Architect of Record

Resolved: That the firm of Di Cara/Rubino Architects, Wayne, NJ, is hereby reappointed as Architect of Record for the 2016/2017 school year.

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

Q. Appointment of Property/Liability and Worker Comp. Insurance Advisor

Resolved: That the Board approve the firm of Gallagher O'Gorman & Young, Princeton, NJ as its Property/Liability and Worker Comp. Insurance Advisor for the 2016/2017 school year.

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

R. Appointment of Health/Dental Insurance Advisor

Resolved: That the Board approve the firm of Brown & Brown Benefit Advisors, Shrewsbury, NJ, as their Health/Dental Insurance Advisor for the 2016/2017 school year.

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

S. Appointment of Treasurer of School Funds

Resolved: That Bruce Rodman is hereby reappointed as Treasurer of School Funds for the 2016/2017 school year at an annual fee of \$2,500.

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

T. Approval of 403b and 457 Tax Shelter Providers

Resolved: That the Board approve the following list of 403b and 457 Tax Shelter Providers for the 2016/2017 school year:

**403b Tax Shelter Provider**

1. Axa Equitable
2. Great American Life Insurance Co.
3. Siracusa
4. Tax Deferred Services

**457 Tax Shelter Provider**

1. Axa Equitable

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

U. Approval of Resolution Authorizing the Procurement of Goods and Services Through State Agency for the 2016/2017 School Year

Resolved: That the following resolution is hereby adopted:

WHEREAS, Title 18A:18A-10 provides that "a board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property, and

WHEREAS, The Bradley Beach Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts, and

WHEREAS, The Bradley Beach Board of Education desires to authorize its purchasing agent for the 2016/2017 school year to make any and all purchases necessary to meet the needs of the school district throughout the school year."

NOW, THEREFORE, BE IT RESOLVED that the Bradley Beach Board of Education does hereby authorize the district purchasing agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors that have State Contracts. The Purchasing Agent shall make known to the Board the Commodity/Service, Vendor and State Contract Number utilized.

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

V. Approval of Authorization to Award Contracts Up to the Bid Threshold and Set the Quote and Verification of Claims Thresholds

Resolved: That the Board approve the authorization to award contracts up to the bid threshold of \$40,000 pursuant to N.J.S.A. 18A:18A-2 and set the quote and verification of claims thresholds to 15% of the bid threshold pursuant to N.J.S.A. 18A:18A-37 and 18A:19-3 respectively.

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

W. Approval of Board Policies and Regulations

Resolved: That the policies and regulations governing the actions of the Bradley Beach Board of Education are hereby readopted.

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

X. Approval of the Uniform Minimum Chart of Accounts for 2016/2017 School Year

Resolved: That the Board adopt the Uniform Minimum Chart of Accounts (Handbook 2R2, 2008 Edition) for New Jersey Public Schools for the 2016/2017 school year.

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

Y. Approval of Travel and Related Expense Reimbursement 2016/2017

Resolved: That the following resolution is hereby adopted:

WHEREAS, the Bradley Beach Board of Education recognizes school staff and Board Members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6a:23b-1.1 et seq. requires Board Members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools; and

WHEREAS, the Bradley Beach Board of Education has established in its annual school general fund budget a maximum amount that may be allotted for such travel and expense reimbursement for the 2016/2017 school year; now

THEREFORE, BE IT RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6a:23B-1.2(b), to a maximum expenditure of \$8,000 for all staff and Board Members; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

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

Z. Approval of Petty Cash Fund for 2016/2017 School Year

Resolved: That the Board approve the Petty Cash Fund in the amount of \$200.00 with a set maximum allowable individual expenditure of \$50.00.

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

AA. Approval of Doctrine of Necessity

Resolved: That the Board approve the following resolution:

WHEREAS, the School Ethics Act, N.J.S.A. 18AA:12-21 et seq. was enacted by the New Jersey State Legislature to ensure and preserve public confidence in school board members and school administrators and to provide specific ethical standards to guide their conduct; and

WHEREAS, questions have arisen regarding how a Board should invoke the Doctrine of Necessity when a quorum of a board of education has conflicts of interest on a matter required to be voted upon; and

WHEREAS, the School Ethics Commission has provided some guidance in Public Advisory Opinion A03-98 (April 1, 1998) but finds that there is a need to repeat and clarify its opinion; and

WHEREAS, the opinion set forth that, when it is necessary for a Board to invoke the Doctrine of Necessity, the Board should state publicly that it is doing so, the reason that such action is necessary and the specific nature of the conflicts of interest; and

WHEREAS, the opinion further provided that if the Board must invoke the Doctrine of Necessity not just to vote, but also to form a negotiations committee because it is without even three members to serve as a committee, then the Board must determine whether to act as a committee of the whole or to choose a smaller negotiations committee from among its members after stating publicly its reason for doing so as set forth above; and

WHEREAS, in keeping with the Legislative purpose as set for the in N.J.S.A. 18A:12-22(a) the School Ethics Commission views public disclosure of conflicts of interest to be paramount when it is necessary to invoke the Doctrine of Necessity;

NOW THEREFORE BE IT RESOLVED, that the School Ethics Commission hereby requires Boards of Education and Charter School Boards of Trustees that must invoke the Doctrine of Necessity to adopt a resolution setting forth that they are invoking the Doctrine, the reason for doing so and the specific nature of the conflicts of interest; and

BE IT FURTHER RESOLVED, that Boards of Education and Charter School Boards of Trustees that invoke the Doctrine are directed to read the resolution at a regularly scheduled public meeting, post it where it posts public notices for 30 days and provide the Commission with a copy;

BE IT FURTHER RESOLVED, that the Commission shall distribute this Resolution to the county superintendents for distribution to the school districts and charter schools, the New Jersey School Boards Association, the New Jersey Principals and Supervisors Association, the New Jersey Association of School Administrators, the New Jersey Association of School Business Officials and the New Jersey Education Association.

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

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

Resolved: That the Board accept the donation of \$10,000 from the Bradley Beach Parent Teacher Organization for the purchase of information technology supplies. Furthermore, that the Board authorize the Business Administrator to create budget account code 20-090-100-610.16-IT and revenue code 20-1000.03 to account for this transaction.  
(Attachment VII-BB)

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

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

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending March 31, 2016 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-CC)

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

DD. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending March 31, 2016 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-DD)

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

EE. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of March 31, 2016, 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. Bardinas SECOND: Mr. Young VOTE: 8-0

FF. Approval of Budget Transfers (2015/2016)

Resolved: That the Board approve the 2015/2016 budget transfers as listed on Attachment VII-FF.

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

GG. Approval of March 2016 Payroll

Resolved: That the Board approve the March 2016 gross payroll in the amount of \$363,765.97.

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

HH. Approval of Bills Payment

Resolved: That the Board approve payment of the April 26, 2016 regular bills list and as certified and approved. (Attachment VII-HH)

MOTION: Mr. Gerdes SECOND: Mrs. Merenda VOTE: 8-0

VIII. Old Business – None

IX. New Business

Dr. Wisniewski announced the following upcoming events:

1. 8<sup>th</sup> Grade Car Wash on Saturday, April 30<sup>th</sup>, between 10:00 a.m. to 3:00 p.m.
2. The Empty Bowls event, which will be held on May 7<sup>th</sup>
3. The Cinco de Mayo celebration, which will be held on May 5<sup>th</sup>
4. Field Day, which will be held on May 6<sup>th</sup>

X. Committee Reports

Dr. Rodriguez stated that the curriculum committee will meet on Tuesday, May 3<sup>rd</sup>.

Mr. Tonzola stated that the negotiations committee will meet on Tuesday, May 3<sup>rd</sup>.

XI. President's Report – None

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only)

Ms. Casares, 16 Willow Drive, Ocean NJ, made comments concerning the hiring of the new cafeteria aide, the purchase of additional printers, and locking the fence near the dumpsters.

XIV. Executive Session (if required) – None

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:11 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary