

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

**OFFICIAL MINUTES**

**Regular Meeting**  
**July 21, 2015**

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 6:01 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                Dr. Rodriguez arrived at 6:05 p.m.  
                     Mrs. Carlucci                Mr. Young  
                     Mr. Gerdes                    Mr. Warnet  
                     Mr. Lozowick                Dr. Monroe  
                     Mrs. Merenda  
                     Dr. Verona, Interim Superintendent/Principal  
                     David Tonzola, Business Administrator/Board Secretary

IV. Discussion Item - Guidelines for filling Board vacancies

Executive Session

President Monroe called for an Executive Session at 6:05 p.m. to discuss personnel matters.

Resolved: That the Board agree to a Confidential Executive Session.

MOTION:    Mr. Gerdes                    SECOND:    Mr. Young        VOTE:        9-0

Public Workshop Reconvened

On a motion made by Mr. Young and seconded by Mr. Gerdes, the Board reconvened into the workshop session at 7:04 p.m.

Superintendent's Report

It was noted that the Policy Committee recommend two guidelines when advertising for a vacated board member's position. These two guidelines are: (1) that it be noted in the advertisement that it is encouraged to submit a resume with a candidate's letter of interest to fill a board vacancy (however, the absence of a resume will not exclude any potential candidate), and (2) that the board will provide a 14 day notice on the school's board outside concerning the board vacancy and direct people where to go to get information concerning the vacancy.

Dr. Verona began her section of the workshop expressing her condolences for the O'Neill family, thanking Mr. Liebmann for his help in running the extended school year program, and expressing her happiness to be working for the Bradley Beach community. Dr. Verona then went over her agenda items, in particular the staff travel.

Mr. Tonzola began his section of the workshop meeting going over the dates for the annual School Board Convention. Mr. Tonzola also stated that he would send out an email asking for those Board members who would need hotel accommodations for the workshop.

Mr. Tonzola then went over his agenda items, specifically the approval to increase the bid threshold and the approval to renew the food service contract with Maschio's Food Service.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:26 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 7:27 p.m.

Roll Call

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

V. Minutes:

Approval of Meeting Minutes

Resolved:      That the Board approve the Minutes of:  
  
                 Special Meeting – June 2, 2015  
                 Confidential Executive Session – June 2, 2015

Regular/Public Hearing Meeting – June 16, 2015  
Confidential Executive Session – June 16, 2015

Special Meeting – June 30, 2015  
Confidential Executive Session – June 30, 2015

MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 8-0-1  
Mr. Gerdes abstained

VI. Superintendent’s Report

Resolved: That the Board agrees to a Confidential Executive Session to discuss personnel matters.

MOTION: Mr. Gerdes SECOND: Mr. Young VOTE: 9-0

A. Personnel

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

<b>Staff Member</b>	<b>Date(s) of Event</b>	<b>Name/Title of Professional Training</b>	<b>Location</b>	<b>Cost</b>
Andrea Ballina	Aug. 13-14, 2015	Rutgers K-12 Maker Education Conference	Rutgers	\$250.00
Paul Mulligan	Aug. 13-14, 2015	Rutgers K-12 Maker Education Conference	Rutgers	\$250.00
Michael Liebmann	Aug. 18 & 20, 2015	MC3 Summer Institute for Teachers	Matawan Regional H.S.	\$149.00
Heather Ross	Aug. 18 & 20, 2015	MC3 Summer Institute for Teachers	Matawan Regional H.S.	\$149.00
Morgan Maclearie	Aug. 18 & 20, 2015	MC3 Summer Institute for Teachers	Matawan Regional H.S.	\$149.00
Carolyn Power	Aug. 18 & 20, 2015	MC3 Summer Institute for Teachers	Matawan Regional H.S.	\$149.00
Donna Bartlett	Aug. 18 & 20, 2015	MC3 Summer Institute for Teachers	Matawan Regional H.S.	\$149.00
Heidi Kobb	Aug. 18 & 20, 2015	MC3 Summer Institute for Teachers	Matawan Regional H.S.	\$149.00
Sandy Delopoulos	Aug. 18 & 20, 2015	MC3 Summer Institute for Teachers	Matawan Regional H.S.	\$149.00
Ashley Girard	Aug. 18 & 20, 2015	MC3 Summer Institute for Teachers	Matawan Regional H.S.	\$149.00

2. Resolved: That the Board approve the following staff members be compensated at an increased level, effective September 1, 2015 as a result of the completion of graduate education coursework, which was completed at an accredited university: [T]

Regular Meeting  
July 21, 2015

<u>Staff Member</u>	<u>Previous Salary Level</u>	<u>New Salary Level</u>
Kirsty Sucato	\$51,968 (MA Step 3)	\$54,226 (MA +15 Step 4)
Patty Orlando	\$53,698 (BA +15)	\$56,206 (MA Step 8/9)

3. Resolved: That the Board accept the resignation of Tiffany Terefenko, Instructional Aide, effective June 30, 2015. (AttachmentVI-A.3)
4. Resolved: That the Board approve Lauren Murgo be paid \$80 (two hours at \$40/hour) for attendance at an IEP meeting. [T]
5. Resolved: That the Board approve the following employees to act as Summer School Substitutes from July 6 - August 14, 2015 at the rate of \$40/hour: [B]

Jillian Kreutzer  
Michelle Sprengel

6. Resolved: That the Board approve the following teachers to attend CST meetings in the summer months not to exceed 5 hours @ \$40/hour each: [T]

Donna Hamernick  
Ashley Girard  
Amy Roth

7. Resolved: That the Board approve the appointment of Ruth Ramirez, instructional aide, to attend CST meetings in the summer months not to exceed 5 hours @ \$15/hour. [T]
8. Resolved: That the Board approve Jill Wells for 3 hours at \$75/hour (Occupational Therapist) [G]
9. Resolved: That the Board approve Tracy Rankel for 3 hours @ \$15/hour for BCBA training (Paraprofessional) [T]
10. Resolved: That the Board approve Jillian Kreutzer to act as Summer School Instructional Aide from July 6 - August 14, 2015 at the rate of \$15/hour: [B]

MOTION: Mr. Bardin SECOND: Dr. Rodriguez VOTE: 9-0

B. Students

1. The BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying in the Month of June.
2. Resolved: That the Board approve the 2015 Bradley Beach Elementary School Summer Program. The program will run from Monday thru Friday, July 6, 2015, until August 14, 2015. The hours will be 8:30 a.m. to 11:30 p.m.

(This resolution supersedes Resolution VI-B.1, May 19, 2015)

3. Resolved: That the 2015/2016 Calendar be amended as follows:

- January 18, 2016 (Martin Luther King Day) is changed from a “Teacher In-Service” day to a “Closed” day for teachers and students.
- Monday, June 20, 2016 is added to the calendar as a “Teacher In-Service” day.

(Attachment VI-B.3)

MOTION: Dr. Rodriguez SECOND: Mrs. Carlucci VOTE: 9-0

VII. Business Administrator/Board Secretary’s Report

A. Approval to Increase the Bid Threshold

WHEREAS, the Bradley Beach Board of Education School Business Administrator/Board Secretary possesses a qualified purchasing agent (QPA) certificate;

WHEREAS, the Governor, in consultation with the State Treasurer and pursuant to N.J.S.A. 18A:18A-3 (b), on July 1, 2015 has increased the bid threshold amount for school districts with purchasing agents who possess qualified purchasing agent certificates, from \$36,000 to \$40,000;

NOW, THEREFORE BE IT RESOLVED that the Bradley Beach Board of Education, pursuant to N.J.S.A. 18A:18A-3(a) and N.J.A.C. 5:34-5.4, establishes and sets the bid threshold amount of \$40,000 for the board of education, and further authorizes the Business Administrator/Board Secretary to award contracts, in full accordance with N.J.S.A. 18A:18A-3(a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Note the new quotation threshold will be 15% of the newly established bid threshold.

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

B. Approval of Renewal of Food Service Contract with Maschio’s Food Service, Inc. (Food Service Management Co.)

Resolved: That the Board award the second contract renewal to the Maschio’s Food Service, Inc., Chester, N.J., for management of the District’s food service operations for the 2015/2016 school year at the following fee:

Management Fee \$5,000.00

Note: Maschio Food Service guarantees that bottom line on the operational financial report (total revenue for all sources less program cost) for the 2015/2016 school year will be a loss no greater than \$7,500. In the event the loss is greater than this amount, Maschio’s Food Service, Inc. shall be responsible for any shortfall except for the conditions listed in the contract.

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

C. Approval of Lunch/Breakfast Prices – 2015/2016 School Year

Resolved: That the Board approve the following lunch/breakfast prices for the 2015/2016 school year.

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

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

D. Approval of Extraordinary State Aid (2014/15 School Year)

Resolved: That the Board accept State (Extraordinary) Aid in the amount of \$23,699. (Attachment VII-D)

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

E. Approval of Use of School Building – Bradley Beach Recreation Department

Resolved: That the Board approve the use of the Bradley Beach Elementary School by the Bradley Beach Recreation Department on the following dates for the loading and unloading of their field trip bus: (Attachment VII-E)

July 16, 2015	July 30, 2015
July 22, 2015	August 6, 2015

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

F. Approval of Renewal of Contract with Intelligent Business System (IBS)

Resolved: That the Board approve the renewal of Intelligent Business System (IBS) to provide computer software maintenance and support services for the 2015/2016 school year at an annual cost of \$10,104. Said renewal represents a 0% increase over the 2014/2015 costs. [B]

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

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

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending June 30, 2015 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-G)

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

H. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending June 30, 2015 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-H)

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

I. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of June 30, 2015, 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: Dr. Rodriguez VOTE: 9-0

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. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

K. Approval of June 2015 Payroll

Resolved: That the Board approve the June 2015 gross payroll in the amount of \$346,073.04.

MOTION: Mr. Bardinas SECOND: Dr. Rodriguez VOTE: 9-0

L. Approval of Bills Payment

Resolved: That the Board approve payment of the July 21, 2015 regular bills list and as certified and approved. (Attachment VII-L)

MOTION: Mr. Gerdes SECOND: Mrs. Merenda VOTE: 9-0

M. Approval of Nonpublic School Transportation Aid (2014/2015 School Year)

Resolved: That the Board accept State (Nonpublic School Transportation) Aid in the amount of \$867.00.

MOTION: Mr. Young SECOND: Mr. Gerdes VOTE: 9-0

Regular Meeting  
July 21, 2015

VIII. Old Business – None

IX. New Business – None

X. Committee Reports

Dr. Rodriguez stated that the curriculum committee will be meeting on July 22, 2015.

Mr. Bardinias stated that the policy committee met last week.

XI. President's Report

Dr. Monroe expressed her condolences for the O'Neill family.

Dr. Monroe stated that Mr. Liebmann will be conducting a presentation on the curriculum changes at the August board meeting, and Ms. Hanson will be conducting a presentation on special education at the September meeting.

Dr. Monroe also stated that the Board concluded its first round of superintendent interviews.

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only)

Ms. Rose, 610 Third Avenue, Bradley Beach, NJ spoke about her concerns for her child coming to school next year. She stated that her child does not feel safe.

Ms. Milchman, 505 McCabe Avenue, Bradley Beach, NJ made comments concerning the child study team supervisor.

Ms. Milchman also stated that a P.O. box had been opened to accept donations for the O'Neill Family.

XIV. Executive Session

President Monroe called for an Executive Session at 7:45 p.m.

Resolved: That the Board agree to a Confidential Executive Session to discuss personnel matters.

MOTION: Dr. Rodriguez SECOND: Mr. Gerdes VOTE: 9-0

Regular Meeting  
July 21, 2015

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:39 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary