

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

OFFICIAL MINUTES

Regular Meeting
March 15, 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 Mr. Young
 Mr. Gerdes Mr. Warnet
 Mr. Lozowick Dr. Monroe
 Dr. Wisniewski, Superintendent/Principal
 David Tonzola, Business Administrator/Board Secretary

Absent: Dr. Rodriguez

IV. Discussion Items

Superintendent's Report

Before going over the Superintendent's agenda items, Dr. Wisniewski gave the Board an update on the installation of the tile mosaic, the professional development that has occurred for the staff in the past month, Mrs. Guzzi's (the district's reading specialist) work on the school library, the rollout of the new website, and the garden committee. Dr. Wisniewski also gave the Board an update on the recently held talent show, the art fair, pi night, and the success of the Bradley Beach fun day. Dr. Wisniewski then proceeded to go over his agenda items with the Board.

Mr. Tonzola then went over his agenda items with the Board. Mr. Tonzola went over the tentative budget with the Board. Mr. Tonzola stated that the general fund budget will be increasing \$7,102,734 from a February 1, 2016 balance of \$7,009,111. Furthermore, the general fund tax levy will be increasing by \$101,329 to \$5,713,964. Mr. Tonzola also stressed to the Board that this is a tentative budget and that the district can still make changes up until the public hearing on April 26th. After going over the budget and tax levy with the Board, Mr. Tonzola went over the remaining agenda items.

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On a unanimous voice vote the workshop portion of the meeting adjourned at 7:33 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 7:34 p.m.

Roll Call

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

Absent: Dr. Rodriguez

V. Minutes:

A. Approval of Meeting Minutes

1. Resolved: That the Board approve the Minutes of the Regular Meeting of February 16, 2016.

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 6-0-2
Mr. Gerdes abstained
Mr. Warnet abstained

2. Resolved: That the Board approve the Confidential Executive Session Minutes of the Regular Meeting of February 16, 2016.

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 6-0-2
Mr. Gerdes abstained
Dr. Monroe abstained

VI. Superintendent's Report

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]

Staff Member	Date(s) of Event	Name/Title of Professional Training	Location	Cost
Jennifer DiZefalo	3-23-16	Visual Arts Articulation and Workshop	Red Bank Regional High School	-0-
Linda DeLicio	4-13-16	Paraprofessional Academic Support at the Primary Level	Monmouth Mall <i>Regional Professional Development Academy</i>	-0-

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Traci Rankel	4-13-16	Paraprofessional Academic Support at the Primary Level	Monmouth Mall <i>Regional Professional Development Academy</i>	-0-
Kevin Cosgrove	5-11-16	Make Best Use of Guided Reading to Help Your Students Achieve or Exceed Your State Standards for Reading (Grades 1-5) – BER Workshop	Long Branch	\$219.00
Heather Ross	5-19-16	Unpacking the NGSS: Planning 3-Dimensional STEM Lesson Elements	Liberty Science Center	\$180.00
Traci Rankel	6-2-16	Behavior Management for the Paraprofessional	Monmouth Mall <i>Regional Professional Development Academy</i>	-0-
Matthew O’Brien	6-2-16	Behavior Management for the Paraprofessional	Monmouth Mall <i>Regional Professional Development Academy</i>	-0-
Dr. Stephen Wisniewski	May 11-13, 2016	NJASA Annual Conference	Atlantic City, NJ	Mileage: \$43.70 Tolls/Parking: \$30.00 Registration: \$525.00 Hotel: \$194.00 Meals: \$160.00 Total: \$952.70
David Tonzola	June 8-10, 2016	NJASBO Annual Conference	Atlantic City, NJ	Mileage: \$45.88 Tolls/Parking: \$30.00 Registration: \$150.00 Hotel: \$194.00 Meals: \$160.00 Total: \$579.88
Michael Liebmann	3-23-16	New Jersey Ask Science Test Coordinator Training	Monroe, NJ	-0-

2. Resolved: That the Board accept the notification of resignation, with regret, from cafeteria aide Patricia Noriega, effective March 11, 2016. (Attachment VI-A.2)
3. Resolved: That the Board approve following teachers at the contracted rate of two hundred dollars (\$200) to chaperone the 8th grade Washington DC trip: [B]

Kevin Cosgrove
Scott Taylor
Jeanne Acerra
Heather Ross
Alison Zylinski

4. Resolved: That the Board approve the following staff member be compensated at an increased level, as of April 1, 2016, as a result of the completion of graduate education coursework, which was completed at an accredited university: [T]

<u>Staff Member</u>	<u>Previous Salary Level</u>	<u>New Salary Level</u>
Raquel Sanders	BA- Step 1 (\$48,176)	BA+15- Step 1(\$49,526)

5. Resolved: That the Board approve Raquel Sanders as a provider of translation and interpretation services for the 2015/2016 school year at \$40/hour. [T]
6. Resolved: That the Board approve the following educational service provider for Spanish, English and/or Bilingual Speech-Language Evaluations for the 2015/2016 school year: [T]

Provider	Address	Service	Cost
Aida I. Pereira, MA, CCC-SLP	60 Crine Road, Colts Neck, NJ 07722	Monolingual Speech-Language Evaluation	\$375 fee
		Bilingual Speech-Language Evaluation	\$475 fee
		Attendance at Meetings	\$65 per hour
		Consultation	\$75 per hour

7. Resolved: That the Board accept the resignation of Katherine Conway, teacher aide, effective March 31, 2016.

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

B. Policy

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

POLICY NUMBER	POLICY
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 (ECRD) (M) (Revised)

2. Resolved: That the Board approve the 2016/2017 through 2018/2019 Comprehensive Equity Plan.

3. Resolved: That the Board approve Michael Liebmann as the Comprehensive Equity Officer and Affirmative Action Officer for the remainder of the 2015/2016 school year.

MOTION: Mr. Bardinas SECOND: Mrs. Carlucci VOTE: 8-0

C. Students

1. Resolved: That the Board approve the following 2015/16 student field trips that provide community onsite learning aligning with the New Jersey Core Curriculum Content Standards: [B]

Date	Grade	Location	Cost	Bus
4-8-16	2	Adventure Aquarium Camden, NJ	\$497.50	<i>Bus pending</i>
4-26-16	7	Monmouth University Math workshops for students/lunch/tour	-0-	\$294.00

2. Resolved: The monthly status report of reported and investigated Harassment, Intimidation and Bullying incidents submitted by the Bullying Specialist for the month of February. (Attachment VI-C.2)

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 8-0

VII. Business Administrator/Board Secretary's Report

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

Resolved: That the Board approve the Preliminary 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. Warnet 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. Warnet SECOND: Mr. Young VOTE: 8-0

C. Approval to Advertise Preliminary Budget

Resolved: That the Business Administrator is authorized to advertise said preliminary 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. Warnet SECOND: Mr. Young VOTE: 8-0

D. Approval of Public Hearing Date

Resolved: That a public hearing be held at the Bradley Beach Elementary School, Bradley Beach New Jersey on April 26, 2016 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2016/2017 school year.

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

E. 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. Warnet SECOND: Mr. Young VOTE: 8-0

F. 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:

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

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

G. 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:

Professional Services	Amount
Physical Therapy	\$ 16,000.00
BCBA	7,000.00

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

H. 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:

Co-Curricular Activities	Salaries
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 TH Grade Trip Advisor	2,251.00
Interpret/Translation Stipend	3,490.00
Webmaster	1,800.00
Washington Stipend	600.00
Total	\$33,231.00

Co-Curricular Activities	Supplies
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
Total	\$250.00

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

I. 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:

Athletics	Salaries
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
Total	\$22,411.00

Athletics	Purchased Services (Board Subsidy e.g. transportation & officials)
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
Total	\$14,000.00

Athletics	Supplies
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
Total	\$3,000.00

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

J. Approval of the Amended Fiscal Year 2016 Individuals with Disabilities Educational Act (IDEA) Grant

Resolved: That the Board approve the amended fiscal year 2016 Individuals with Disabilities Educational Act (IDEA) Grant to include the amended changes to the appropriation section of the grant and the carryover funds from the fiscal year 2015 grant.

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

K. Approval to Accept Donation from the Friends of the Bradley Beach Public Library

Resolved: That the Board accept the donation of \$455.00 from the Friends of the Bradley Beach Public Library for the purchase of an outdoor electronic display sign for the school. Furthermore, that the Board authorize the Business Administrator to create budget account code 20-090-200-420.16-ES, 20-090-200-610.16-ES, 20-090-400-732.16-ES and revenue code 20-1000.11 to account for this transaction.

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

L. Approval to Accept Donation from the Friends of Mr. Brian O’Neill

Resolved: That the Board accept the donation of \$3,855.00 from the Friends of Mr. Brian O’Neill for the purchase of an outdoor electronic display sign for the school. Furthermore, that the Board authorize the Business Administrator to create budget account code 20-090-200-420.16-ES, 20-090-200-610.16-ES, 20-090-400-732.16-ES and revenue code 20-1000.11 to account for this transaction.

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

M. Approval to Void Stale Dated Checks

Resolved: That the Board approve the following stale dated checks to be voided out of the Bradley Beach Board of Education General Cash Account # 0062:

Date	Check Number	Amount
12/09/14	15097	\$ 39.00
01/20/15	15169	\$100.00

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

N. Approval of Use of School Building – Bradley Beach Arts Council

Resolved: That the Board approve the use of the Bradley Beach Elementary School by the Bradley Beach Arts Council on Thursday, March 24, 2016 to conduct a tech rehearsal of the Glass Menagerie.

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

O. Approval of Business Administrator/Board Secretary’s Financial Report

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending February 29, 2016 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-O)

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

P. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending February 29, 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-P)

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

Q. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of February 29, 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. Warnet SECOND: Mr. Young VOTE: 8-0

R. Approval of Budget Transfers (2015/2016)

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

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

S. Approval of February 2016 Payroll

Resolved: That the Board approve the February 2016 gross payroll in the amount of \$353,446.57.

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

T. Approval of Bills Payment

Resolved: That the Board approve payment of the March 15, 2016 regular bills list and as certified and approved. (Attachment VII-T)

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

U. Approval of Use of School Building – Bradley Beach Arts Council

Resolved: That the Board approve the use of the Bradley Beach Elementary School by the Bradley Beach Arts Council on the following dates:

Friday, April 8, 2016
Monday, April 11, 2016

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Tuesday, April 12, 2016
Wednesday, April 13, 2016

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

VIII. Old Business –None

IX. New Business

Dr. Monroe stated that there will be a contest to name the spring carnival.

Dr. Wisniewski stated that the annual PARCC testing will occur after the spring break.

X. Committee Reports

Mr. Lozowick stated that the County Freeholders will have their meeting in October 2016 at the school.

Dr. Monroe wanted to thank the parents and students who attended and helped with the PTO afterschool enrichment programs.

XI. President's Report –None

XII. Public Comments (Agenda Items Only) –None

XIII. Public Comments (Other Items Only)

Mr. Hidalgo, 306 Hammond Avenue, Bradley Beach, NJ, thanked the Board and staff for attending the Bradley Beach Fun Day.

XIV. Executive Session (if required) – None

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 7:40 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary