

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

OFFICIAL MINUTES

Regular Meeting/Public Hearing
April 25, 2017

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:01 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
	Mrs. Carlucci	Mr. Young
	Mr. Gerdes	Mr. Warnet
	Mr. Lozowick	Dr. Monroe
	Mrs. Merenda	
	Dr. Wisniewski, Superintendent/Principal	
	David Tonzola, Business Administrator/Board Secretary	

IV. Discussion Items

At the start of the meeting Dr. Wisniewski introduced Mrs. Sucato, who introduced the Asbury Park Wall Elks Lodge # 128 Essay Contest winners, Ms. Gabrielle Jamieson and Mr. Matthew Maxcy. Both Ms. Jamieson and Mr. Maxcy read their award winning essays to the Board.

Executive Session

President Monroe called for an Executive Session at 7:09 to discuss student matters.

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

Formal Public Hearing and Presentation of the Proposed 2017/2018 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

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impact that the 2017/2018 budget will have on the district, while Mr. Tonzola addressed the financial impact of the budget.

Superintendent's Report

Dr. Wisniewski went over his agenda items with the Board, specifically the 2017 Summer School Program.

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

On a unanimous voice vote the workshop portion of the meeting adjourned at 9:02 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 9:03 p.m.

Roll Call

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

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – March 14, 2017
Confidential Executive Session - March 14, 2017

MOTION:	<u>Dr. Rodriguez</u>	SECOND:	<u>Mrs. Carlucci</u>	VOTE: <u>8-0-1</u>
				Mr. Bardinas abstained

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the appointment of the following substitute teachers for the 2016/2017 school year: [B/G]

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- Vincent DeGregorio
- Maria Torres

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

2. 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
Heather Ross	4-28-17	Introduction to the Model Science Curriculum Framework	Learning Resource Center, Trenton	-0-
Susan Monroe	5-06-16	4 th Annual iSTEAM NASA Field Trip	NASA Goddard Space Flight Ctr., Greenbelt, MD	\$129.00
Dr. Wisniewski	May 17-18-19, 2017	Spring Leadership Conference "One Vision-Our Voice: Enhancing Our Leadership"	Atlantic City, NJ	Mileage: \$35.00 Tolls/Parking: \$30.00 Registration: \$575.00 Hotel: \$99.00 Meals: \$96.00 Total: \$835.00
Jillian Kreutzer	5-9-17	Practical Co-Teaching Strategies to Effectively Support English Language Learners in the Inclusion Classrooms	Cherry Hill, NJ	\$245.00
Christina Boyle	5-9-17	Practical Co-Teaching Strategies to Effectively Support English Language Learners in the Inclusion Classrooms	Cherry Hill, NJ	\$245.00
Heather Keith	5-9-17	Practical Co-Teaching Strategies to Effectively Support English Language Learners in the Inclusion Classrooms	Cherry Hill, NJ	\$245.00
Carolyn Power	5-9-17	Practical Co-Teaching Strategies to Effectively Support English Language Learners in the Inclusion Classrooms	Cherry Hill, NJ	\$245.00
Jennifer DiZefalo	5-17-17	AIE End of Year Meeting	Artworks, Trenton, NJ	-0-
Kirsty Sucato	5-17-17	AIE End of Year Meeting	Artworks, Trenton, NJ	-0-
Jillian Kreutzer	5-23-17	Guided Math Practical Strategies to Differentiate Math Instruction Using Small Group Instruction & Math Learning Centers (BER)	Long Branch, NJ	\$245.00
Kristin Krupa, Morgan Maclearie, Michelle Sprengel	6-7-17	Garden State Summit "Google for Education"	Georgian Court University	\$525.00 Group Rate \$175.00 each for 3 or more.
David Tonzola	June 7-8-9, 2017	NJASBO Annual Conference	Atlantic City, NJ	Mileage: \$42.00 Tolls/Parking: \$30.00

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				Registration: \$275.00 Hotel: \$198.00 Meals: \$160.00 Total: \$705.00
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3. Resolved: That the Board approve the appointment of Marjorie Zaccaro to the role of Drama Club Advisor at the rate of \$2,315.

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

4. Resolved: That the Board approve the appointment of Katrina Morris to the position of Cafeteria Aide, effective April 26, 2017, or at the completion of a criminal history check through June 30, 2017, at a salary of \$12.04 per hour. (Attachment VI-A.4)

MOTION TABLED (VI-A.4)

B. Policy

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

POLICY NUMBER	POLICY
P 2460	Special Education (M) (Revised)
R 2460.1	Special Education - Location, Identification, and Referral (M)
R 2460.8	Special Education - Free and Appropriate Public Education (M)
R 2460.9	Special Education - Transition From Early Intervention Programs to Preschool Programs (M)
R 2460.15	In-service Training Needs for Professional and Paraprofessional Staff (M)
R 2460.16	Instructional Material to Blind or Print-Disabled Students (M)
P 2467	Title I – Educational Stability for Children in Foster Care (M) (New)

2. Resolved: That the Board accept the Statement of Assurance indicating compliance of the required Special Education Policies and Procedures in Part B of the IDEA and *N.J.A.C 6A:14-1.1(b)* and *(c)*. (Attachment VI-B.2)
3. Resolved: That the Board approve the Bradley Beach School District proposed Three-Year Preschool Program Plan for 2017/ 2020 and the 2017/ 2018 Budget Statement. (Attachment VI-B.3)

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

C. Students

1. Resolved: That the Board approve the following 2016/2017 student field trips that provide community onsite learning aligning with the New Jersey Core Curriculum Content Standards: [B]

Date	Grade	Location	Cost	Bus
TBA Weather Permitting	Mrs. Morder's Class	Walking Trip to Beach	-0-	N/A
May 23, 2017	3	Allair State Park, Wall Township, NJ	\$540.00	Pending Approx. \$300.00

2. Resolved: The monthly status report of reported and investigated Harassment, Intimidation and Bullying incidents submitted by the Bullying Specialist for the month of March. (Attachment VI-C.2)
3. Resolved: That the Board approve the 2017 Bradley Beach Elementary School Summer Program. The program will run from Wednesday, July 5, 2017, until Thursday, August 10, 2017 (Monday through Thursday, except for the first week, which will run Wednesday and Thursday). The hours for students will be 8:30 AM to 12:00 PM, while the hours for certified teaching staff will be 3.75 hours per day.
4. Resolved: That the Board approve the following tuition contract for the 2016/2017 school year:

ID No.	School	Location	Start Date	Annual Tuition Rate
2606	MOESC-Best Academy	Tinton Falls, NJ	3-13-17	\$43,860

MOTION: Mr. Bardin SECOND: Mr. Warnet VOTE: 9-0

VII. Business Administrator/Board Secretary's Report

A. Approval of School Budget – 2017/18 School Year

Resolved: That the Board approve the 2017/2018 School Budget in the following amounts:

General Fund	\$7,217,083
Special Revenue	360,658
Debt Service Fund	174,084

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

B. Approval of General & Debt Service Funds' Tax Levies – 2017/2018 School Year

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

General Fund	\$5,859,812
Debt Service	174,082

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

C. Approval to Utilize Bank Cap

Resolved: That the Board approve the need and the use of bank cap generated in 2014/2015 in the amount of \$31,569 to be used for a maintenance project funded through account code 11-000-261-420.00. This maintenance project includes the repairing of an underground boiler return line in the basement of the school. This project must be completed by the end of the 2017/2018 budget year and cannot be deferred or incrementally completed over a longer period of time.

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

D. Approval of Advertised Budget

Resolved: That the Business Administrator has advertised said budget in the Asbury Park Press on April 18, 2017 in accordance with the format required by the State Department of Education and according to law.

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

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 2017/18 school year for all staff and board members is \$8,000.00. For 2016/17 the maximum amount approved for travel and related general fund expenditures was \$8,000.00 of which \$6,316.17 has been spent to date.

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

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

Resolved: That in accordance with the New Jersey Accountability Regulations the 2017/18 general fund professional services appropriation budget be set for the amount of:

Professional Services	Amount
Legal	\$ 15,000.00
Auditing	22,000.00
Architectural/Engineering	3,500.00

Physician	2,000.00
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MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

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

Resolved: That in accordance with the New Jersey Accountability Regulations the 2017/18 special revenue fund professional services appropriation budget be set for the amount of:

Professional Services	Amount
Physical Therapy	\$ 16,000.00
BCBA	10,000.00

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

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

Resolved: That in accordance with the New Jersey Accountability Regulations the 2017/18 general fund co-curricular appropriation budget be established as follows:

Co-Curricular Activities	Salaries
Safety Patrol	\$ 2,381.00
Yearbook	2,381.00
Yearbook Tech. Advisor	2,381.00
Environmental Club	2,381.00
Computer Club	2,381.00
Newspaper Relations	2,381.00
Music Director	2,730.00
DJ	2,381.00
Student Government	2,381.00
Drama Club	2,381.00
8 TH Grade Trip Advisor	2,381.00
Interpret/Translation Stipend	2,000.00
After School ESL for Parents	2,000.00
Webmaster	2,381.00
Washington Stipend	1,000.00
Total	\$33,921.00

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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

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

Resolved: That in accordance with the New Jersey Accountability Regulations the 2017/18 general fund athletics appropriation budget be established as follows:

Athletics	Salaries
Baseball	\$ 3,046.00
Softball	3,046.00
Boys Basketball	3,046.00
Girls Basketball	3,046.00
Boys Soccer	3,046.00
Girls Soccer	3,046.00
Athletic Director	2,381.00
Cheerleaders	3,046.00
Total	\$23,703.00

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	\$ 71.43
Softball	71.43
Boys Basketball	71.43
Girls Basketball	71.43
Boys Soccer	71.43
Girls Soccer	71.43
Cheerleaders	71.42
Total	\$500.00

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

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

Resolved: That the Board accept the donation of \$300.00 from the Bradley Beach Parent Teacher Organization for the purchase of supplies for Field Day. Furthermore, that the Board authorize the Business Administrator to create budget account code 20-090-100-610.17-FD and revenue code 20-1000.08 to account for this transaction.
(Attachment VII-J)

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

K. Approval to Make Repairs to the Existing Basement Condensate Return Piping

Whereas, The Board of Education of Bradley Beach in the County of Monmouth, New Jersey (the "Board"), desires to proceed with a school facilities project consisting generally of:

Interior renovations and repairs to the existing Basement condensate return piping.

Whereas, the Board now seeks to take the initial steps in order to proceed with the Project:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF THE BRADLEY BEACH IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

Section 1. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Educational Specifications prepared in connection with the project and the Board further authorizes the submission of same to the Monmouth County Superintendent of Schools and the New Jersey Department of Education for approval.

Section 2. In accordance with the requirements of Section 6A:26-3 of the New Jersey Administrative Code, the Board hereby approves the Schematic Plans prepared in connection with the Project and the Board further authorizes the submission of same to the Monmouth County Superintendent of Schools and the New Jersey Department of Education for approval. The Board further authorizes the submission of the Schematic Plans to the Municipal planning board for its review. This project is designated "Other Capital" and the Board is not seeking state funding.

Section 3. The Board hereby authorizes the amendment to its Long-Range Facilities Plan in order to reflect the proposed Project.

Section 4. The School Administration and such other officers and agents of the Board as are necessary, including the Board attorney, bond counsel and architect, are hereby authorized to perform such other acts, to execute such other documents and to do such other things as are necessary to implement the determinations of the Board set forth in this resolution. Including the submission of Information to the New Jersey Department of Education as applicable to the proposed Project.

Section 5. This resolution shall take effect immediately.

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

L. Approval of Parliamentary Procedures (2017/2018)

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 2017/2018 school year.

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

M. Approval of Implementation of the 2017/2018 Budget

Resolved: That the Board authorize the Superintendent and Business Administrator/Board Secretary to implement the 2017/2018 budget pursuant with local and state policies and regulations.

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

N. Approval of Tax Requisition Schedule (2017/2018)

Resolved: That the Board hereby approve the tax requisition schedule for the 2017/2018 school year as listed on Attachment VII-N.

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

O. 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

P. 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

Q. 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, 2017 to June 30, 2018.
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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

R. 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 2017/2018 school year.

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

S. 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 2017/2018 school year.

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

T. 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 2017/2018 school year.

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

U. Appointment of Treasurer of School Funds

Resolved: That Bruce Rodman is hereby reappointed as Treasurer of School Funds for the 2017/2018 school year at an annual fee of \$2,500.

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

V. 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 2017/2018 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

W. Approval of Resolution Authorizing the Procurement of Goods and Services Through State Agency for the 2017/2018 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 2017/2018 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

X. 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

Y. 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

Z. Approval of the Uniform Minimum Chart of Accounts for 2017/2018 School Year

Resolved: That the Board adopt the Uniform Minimum Chart of Accounts (Handbook 2R2, 2008 Edition) for New Jersey Public Schools for the 2017/2018 school year.

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

AA. Approval of Travel and Related Expense Reimbursement 2017/2018

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 2017/2018 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

BB. Approval of Petty Cash Fund for 2017/2018 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

CC. 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

DD. 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, 2017 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-DD)

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

EE. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending March 31, 2017 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-EE)

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

FF. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of March 31, 2017, 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: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 9-0

GG. Approval of Budget Transfers (2016/2017)

Resolved: That the Board approve the 2016/2017 budget transfers as listed on Attachment VII-GG.

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

HH. Approval of March 2017 Payroll

Resolved: That the Board approve the March 2017 gross payroll in the amount of \$378,092.64.

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

II. Approval of Bills Payment

Resolved: That the Board approve payment of the April 25, 2017 regular bills list and as certified and approved. (Attachment VII-II)

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

VIII. Old Business

Mrs. Carlucci made positive comments on the Drama Club presentation.

IX. New Business – None

X. Committee Reports – None

XI. President's Report

Dr. Monroe stated that the Board Goals will be updated online on the New Jersey School Boards Association website.

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only) – None

XIV. Executive Session (if required) – None

Regular Meeting/ Public Hearing
April 25, 2017

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 9:08 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary