

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

OFFICIAL MINUTES

Regular Meeting
December 20, 2016

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:00 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

- Comprehensive Annual Financial Report (CAFR) – Holman, Frenia & Allison, P.C.

Superintendent's Report

Dr. Monroe began the meeting by turning the meeting over to Mr. Matthew Holman from the auditing firm, Holman, Frenia, Allison, P.C. Mr. Holman gave a presentation on the fiscal year 2016 audit. Mr. Holman stated that the district received an unqualified opinion and that there were no recommendations/findings that warranted a corrective action plan. Mr. Holman complimented the Board on their ability to fund their maintenance, capital and emergency reserves.

After Mr. Holman's presentation, Dr. Wisniewski informed the Board of the conclusion of the special education monitoring, that the administration has created a rough draft of the strategic planning surveys, that the electronic sign has been approved by the Borough's Planning Board and is now just awaiting final approval from the building department. Lastly, Dr. Wisniewski congratulated and thanked Mr. Leprotto for his direction during the two successful winter concerts. Dr. Wisniewski then reviewed his agenda items with the Board, specifically the approval of the travel and upcoming field trips.

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Afterwards, Mr. Tonzola reviewed his agenda items, specifically the conclusion of the fiscal year 2016 audit and the request for a waiver for the Special Education Medicaid Initiative.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:55 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 7:56 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 – November 15, 2016

MOTION: Mr. Bardinas SECOND: Mr. Warnet VOTE: 8-0-1
Dr. Rodriguez abstained

Resolved: That the Board approve the Minutes of Special Meeting – November 29, 2016

MOTION: Mr. Young SECOND: Mr. Bardinas VOTE: 7-0-2
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 2016/2017 school year: [B]

Jessica Hunter
Taylor Kaplan
Michelle Rodriguez
Jaclyn Fagan

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

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

Mary Coleman, School Nurse

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

3. Resolved: That the Board attest to the completion of Quantitative Superintendent Merit Goal # 1 – Data Sheets, at a compensated rate of \$3,375. The goal states: The Superintendent will be responsible for the creation of student data sheets which will help to track the academic progress of all students. These data sheets will create a baseline to help quantify student achievement. All data will be shared with parents and staff. Staff will be trained on how to interpret data and share data with parents. (Attachment VI-A.3)

4. Resolved: That the Board approve the appointment of the following chaperones for the 8th Grade trip to Washington DC at a contracted total rate of two hundred dollars (\$200.00), one hundred dollars (\$100) per night: [B]

Jeanne Acerra
Kevin Cosgrove
Heather Ross
Scott Taylor
Alison Zylinski

5. 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
Jeanne Acerra	1-10-17	MC3 Winter Summit	Monmouth University West Long Branch	\$75
Jennifer DiZefalo	1-10-17	MC3 Winter Summit	Monmouth University West Long Branch	\$75
Diana Rodrick	1-10-17	MC3 Winter Summit	Monmouth University West Long Branch	\$75
Michael Liebmann	1-10-17	MC3 Winter Summit	Monmouth University West Long Branch	\$75
Morgan Maclearie	1-30-17	Rethinking, redesigning and re-engineering science instruction for the NGSS classroom.	Brick Township Professional Development Center	-0-

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Heather Ross	1-30-17	Rethinking, redesigning and re-engineering science instruction for the NGSS classroom	Brick Township Professional Development Center	-0-
Jeanne Acerra	1-31-17	Making Best use of Free GOOGLE Tools and APPS to Enhance Content Learning (BER workshop)	Long Branch, NJ	\$245
Kevin Cosgrove	3-01-17	Powerful Strategies to Boost the Success of Your Struggling Readers (BER)	Long Branch, NJ	\$245
Carolyn Power	1-30-17	Project Based Learning with Technology to Increase Student Learning and Motivation	Cherry Hill, NJ	\$245
Dr. Stephen Wisniewski	1-26-17 1-27-17	TECHSPO '17	Atlantic City, NJ	Registration - \$425 Lodging - \$91 Mileage - \$47 Tolls - \$6 Parking - \$15 M & IE - \$96 Total - \$680
John Legere	1-26-17 1-27-17	TECHSPO '17	Atlantic City, NJ	Registration - \$425 Lodging - \$91 Mileage - \$47 Tolls - \$6 Parking - \$15 M & IE - \$96 Total - \$680
David Tonzola	1-26-17 1-27-16	TECHSPO '17	Atlantic City, NJ	Registration - \$425 Lodging - \$91 Mileage - \$47 Tolls - \$6 Parking - \$15 M & IE - \$96 Total - \$680

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

B. Students

- Resolved: The Bradley Beach Elementary School Anti-Bullying Specialist reports no incidents of harassment, intimidation, and bullying in the month of November.
- Resolved: That the Board approve the following 2016 student field trips that provide community onsite learning aligning with the New Jersey Core Curriculum Content Standards: [B]

Date	Grade	Location	Cost	Bus
2-21-17	Kdg.	Jenkinson's Aquarium Point Pleasant	\$204.00	First Student \$225.00
5-16-17	Gr. 7	Historic Philadelphia Tour – Liberty Bell, Independence Hall, Carpenter's Hall, Christ Church,	Independence Hall, \$66.00 National Constitution	Peter Pan Charter Bus \$1,450.00

		Franklin Court, Constitution Center, Franklin Museum, Pennsylvania	Center, \$307.50	
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MOTION: Mr. Gerdes SECOND: Dr. Rodriguez VOTE: 9-0

VII. Business Administrator/Board Secretary's Report

A. Acceptance of 2015/2016 Audit

Resolved: That the Board accept the Comprehensive Annual Financial Report (CAFR) and single audit as prepared by Holman, Frenia & Allison, P.C. for the fiscal year July 1, 2015 through June 30, 2016. (Attachment VII-A)

Note: There are no recommendations per the Comprehensive Annual Financial Report (CAFR) and Auditor's Management Report (AMR).

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

B. Approval to Request Waiver for Special Education Medicaid Initiative (SEMI) Program

Resolved: That the Board approve the following resolution:

WHEREAS, N.J.A.C. 6A:23A-5.3 provides that a school district may request a waiver of compliance with respect to the district's participation in the Special Education Medicaid Initiative (SEMI) Program for the 2017/2018 school year and

WHEREAS, the Bradley Beach Board of Education desires to apply for this waiver due to the fact that it projects having fewer than 40 Medicaid eligible classified students;

NOW THEREFORE BE IT RESOLVED, that the Bradley Beach Board of Education hereby authorizes the School Business Administrator to submit to the Executive County Superintendent of Schools in the County of Monmouth an appropriate waiver of the requirements of N.J.A.C. 6A:23A-5.3 for the 2017/2018 school year.

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

C. Approval of Additional Salary to be Funded by Federal Grants: FY 2017 NCLB

Resolved: That the Board approve following salary to be charged to the following federal grant: [G]

Name	Salary	Account Code	Federal Grant	Percentage of Salary
Jean Milman	Prorated Annual Salary \$49,055.00 (\$35,074.34)	20-231-100-101.00	NCLB Title I	100%

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

D. 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 20-090-100-610.17-IT and revenue code 20-1000.03 to account for this transaction. (Attachment VII-D)

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

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

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending November 30, 2016 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-E)

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

F. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending November 30, 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-F)

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

G. Approval of Monthly Certification

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

H. Approval of Budget Transfers (2016/2017)

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

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

I. Approval of November 2016 Payroll

Resolved: That the Board approve the November 2016 gross payroll in the amount of \$376,438.46.

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

J. Approval of Bills Payment

Resolved: That the Board approve payment of the December 20, 2016 regular bills list and as certified and approved. (Attachment VII-J)

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

VIII. Old Business

Mrs. Carlucci asked ow the after school program was running.

IX. New Business

Mr. Lozowick inquired about how bus drivers' driving records are monitored.

Dr. Wisniewski stated that Family Fun Night will be held on January 26th.

X. Committee Reports

Dr. Monroe stated that the curriculum committee met.

XI. President's Report

Dr. Monroe thanked Mrs. Antonucci for her leading role in the high school application process.

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only)

Mrs. Milchman, 505 McCabe Avenue, Bradley Beach, NJ read a letter dealing with her concerns regarding the Child Study Team, lack of administration's communication, and the lack of a special education curriculum.

XIV. Executive Session (if required)

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XV. Adjournment

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

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary