

BRADLEY BEACH BOARD OF EDUCATION

**515 Brinley Avenue
Bradley Beach, NJ 07720**

OFFICIAL MINUTES

**Regular Meeting
March 14, 2017**

I. Call To Order

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

Absent: Mr. Bardinas

IV. Discussion Items

Update on Family Nights

Executive Session

President Monroe called for an Executive Session at 7:05 p.m. to discuss student matters.

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

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

Public Workshop Reconvened

On a motion made by Mr. Warnet and seconded by Mrs. Carlucci, the Board reconvened into the workshop session at 7:32 p.m.

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Superintendent's Report

Before going over the Superintendent's agenda items, Dr. Wisniewski gave the Board an update on the family curriculum nights. Afterwards, Dr. Wisniewski went over his agenda items, in particular the approval of Katherine May to the position of Special Education Teacher, and the extension of Mrs. Ballina's maternity leave.

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 \$7,217,083 from a February 1, 2017 balance of \$7,111,507. Furthermore, the general fund tax levy will be increasing by \$145,848 to \$5,859,812. Mr. Tonzola also stressed to the Board that this is a tentative budget and that the district can still make changes up to the public hearing on April 25th.

After going over the budget and tax levy with the Board, Mr. Tonzola went over the remaining agenda items.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:52 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 7:53 p.m.

Roll Call

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

Absent: Mr. Bardinas

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – February 21, 2017

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

VI. Superintendent's Report

A. Personnel

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

- Linda Young Lawson

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
Philip Henderson	3/15, 3/29/2017 4/12, 4/26/2017	Boiler Training	Double Tree Hotel Tinton Falls, NJ	\$550.00
Philip Henderson	4/06/17	Asbestos Awareness Training	National Asbestos and Environmental Training Inst. Ocean Twp., NJ	\$65.00
J. Acerra K. Cosgrove J. DiZefalo J. Kreutzer, K. Krupa, A. LeProtto, T. Rankel, A. Roth, J. Stephan, K. Sucato, S. Taylor	4/25/17	CPR AED Choking and First Aid Training, Oceanside CPR	BBES	\$45.00/person for a total of \$495.00
Kathleen Anzzolin,	3/31 to 4/1/17	2017 AOTA Annual Conference	Philadelphia, PA	\$451.00
Jessica Stephan	4/28/17	Yoga: Improve Sensory, Self- regulation, DS & CP for Autism, ADHA, and Developmental Disorders	Clarion Hotel & Conf. Ctr. Toms River, NJ	\$199.00
Morgan Maclearie	4/28/17	Model Science Curriculum Framework	Learning Resource Center Trenton, NJ	-0-
Jessica Stephan	5/05/17	NJ School Psychologist Conference Developing Healthy Classrooms with Counseling & Interventions	Holiday Inn East Windsor, NJ	\$175.00 Mileage: 53.8 miles @ .31/ mile = \$16.67
Jaclyn Gebbia	5/19/17	NPTNJ Alternate Route Capstone Experience	New Jersey City University	-0-
Courtney Hammell	5/25/17	Strategies to Strengthen Your Special	Cherry Hill, NJ	\$245.00

3. Resolved: That the Board approve the appointment of Katherine May to the position of Special Education Teacher, effective March 15, 2017 (or upon receipt of criminal history review)

through June 30, 2017, at the salary of \$51,755 (MA, Step 1-2) pro-rated, as established by the collective agreement between the Bradley Beach Board of Education and the Bradley Beach Educational Association on file in the Office of the Board Secretary. (Attachment VI-A.3) [T]

4. Resolved: That the Board accept the request to extend the maternity leave by Computer Teacher/ STEM Teacher, Andrea Ballina, through April 23, 2017 with a return to work date of April 24, 2017. (Attachment VI-A.4)
5. Resolved: That the Board extend the appointment of Stephanie Raphalides to the position of Long Term Replacement STEM/Computers Teacher through April 13, 2017.
6. Resolved: That the Board extend the appointment of John Legere as a leave replacement to the stipend position of Webmaster at the pro-rated salary of \$1,845, ending on April 23, 2017.

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

B. Policy

1. Resolved: That the Board approve the following policies and regulations for a first 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)

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

C. Students

1. 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.1)

MOTION: Mr. Lozowick SECOND: Dr. Rodriguez VOTE: 7-0-1
Mrs. Merenda abstained

VII. Business Administrator/Board Secretary's Report

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

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

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

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

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: Mr. Warnet SECOND: Dr. Rodriguez VOTE: 8-0

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: Mr. Warnet SECOND: Dr. Rodriguez VOTE: 8-0

D. Approval to Advertise Preliminary Budget

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

E. Approval of Public Hearing Date

Resolved: That a public hearing be held at the Bradley Beach Elementary School, Bradley Beach New Jersey on April 25, 2017 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2017/2018 school year.

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

F. 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: Mr. Warnet SECOND: Dr. Rodriguez VOTE: 8-0

G. 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

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

H. 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: Mr. Warnet SECOND: Dr. Rodriguez VOTE: 8-0

I. 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	\$33,231.00

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: Dr. Rodriguez VOTE: 8-0

J. 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: Mr. Warnet SECOND: Dr. Rodriguez VOTE: 8-0

K. 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 28, 2017 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-K)

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

L. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending February 28, 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-L)

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

M. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of February 28, 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: Mr. Warnet SECOND: Dr. Rodriguez VOTE: 8-0

N. Approval of Budget Transfers (2016/2017)

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

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

O. Approval of February 2017 Payroll

Resolved: That the Board approve the February 2017 gross payroll in the amount of \$373,122.75.

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

P. Approval of Bills Payment

Resolved: That the Board approve payment of the March 14, 2017 regular bills list and as certified and approved. (Attachment VII-P)

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

VIII. Old Business – None

IX. New Business – None

X. Committee Reports

Dr. Monroe stated that the curriculum committee will be meeting soon.

XI. President's Report – None

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only) – None

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XIV. Executive Session – None

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary