

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

OFFICIAL MINUTES

Regular Meeting
December 19, 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 Mr. Warnet
 Mr. Lozowick Mr. Young
 Mrs. Merenda Dr. Monroe
 Dr. Rodriguez
 Dr. Wisniewski, Superintendent/Principal
 David Tonzola, Business Administrator/Board Secretary

Absent: Mr. Bardinas
 Mr. Gerdes

IV. Discussion Items

- Comprehensive Annual Financial Report (CAFR) – Holman, Frenia & Allison, P.C.
- Character Education Committee Update – Ms. Jessica Stephan & Mrs. Alison Zylinski

Superintendent's Report

Dr. Monroe began the meeting by turning the meeting over to Mr. Bob Allison from the auditing firm, Holman, Frenia, Allison, P.C. Mr. Allison gave a presentation on the fiscal year 2017 audit. Mr. Allison stated that the district received an unqualified opinion and that there were no recommendations/findings that warranted a corrective action plan. Mr. Allison complimented the Board in their ability to fund their maintenance, capital and emergency reserves.

After Mr. Allison's presentation, Dr. Wisniewski introduced both Mrs. Alison Zylinski and Ms. Jessica Stephan to give the Board an update on the Character Education Curriculum. Mrs. Zylinski

and Ms. Stephan showed the Board a PowerPoint presentation describing the Character Education Curriculum and its main component, "Morning Meeting." The PowerPoint presentation included testimonials of current Bradley Beach teachers who are piloting the Character Education Curriculum along with "Morning Meeting." Dr. Wisniewski then reviewed his agenda items with the Board, specifically the approval of the resignation of Mr. Michael Liebmann.

Afterwards, Mr. Tonzola reviewed his agenda items, specifically the conclusion of the fiscal year 2017 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 7:41 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 8:07 p.m.

Roll Call

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

Absent: Mr. Bardinas
 Mr. Gerdes

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Public Meeting – November 21, 2017

MOTION: Mr. Warnet SECOND: Dr. Rodriguez VOTE: 7-0

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the appointment of Judy Staggard to the position of Substitute Teacher for the 2017/2018 school year. [B]

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

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2. Resolved: That the Board approve the appointment of Alyssa Simpson to the position of Leave Replacement Special Education Teacher, effective January 1, 2018, and ending on or about April 18, 2018, at the pro-rated salary of \$49,465 (BA, Step 1), 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.2) [B]
3. Resolved: That the Board approve Taylor Bales to complete 10 hours of field service learning through Georgian Court University in a 6-8 grade class with Ms. Jeanne Acerra.
4. Resolved: That the Board approve the appointment of Rosa Landwehrle-Diaz to the position of Custodian, effective January 4, 2018, at a pro-rated salary of \$33,800. (Attachment VI-A.4) [B]
5. Resolved: That the Board accept the resignation of Morgan Maclearie from the position of split stipend Girls Basketball Coach, effective December 29, 2017.
6. Resolved: That the Board approve Courtney Hammell as the full stipend Girls Basketball Head Coach, effective January 1, 2018.
7. 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
Ashley Gianfrancesco
Scott Taylor
Alison Zylinski

8. Resolved: That the Board approve the appointment of Jessica Hunter to the position of Leave Replacement Classroom Aide, effective January 1, 2018, and ending on June 30, 2018, at the pro-rated salary of \$22,959. (Attachment VI-A.8) [B]
9. 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
Christina Boyle	1-09-18	NJECC Annual Educational Technology Conference	Montclair State University	\$125.00
Courtney Hammell	1-11-18	Strengthen your Guided math Instruction	Long Branch	\$249.00
Michael Liebmann	1-12-18	MC3 2018 Winter Summit	Monmouth University	-0-

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Ashley Gianfrancesco	1-12-18	MC3 2018 Winter Summit	Monmouth University	-0-
Ashley Girard	1-12-18	MC3 2018 Winter Summit	Monmouth University	-0-
Alisa Guzzi	1-12-18	MC3 2018 Winter Summit	Monmouth University	-0-
Courtney Hammell	1-12-18	MC3 2018 Winter Summit	Monmouth University	-0-
Kevin Cosgrove	2-06-18	Strengthening Your Special Needs Students' Executive Function Skills (BER)	Long Branch	\$259.00
Patricia Velazquez-Orlando	Feb.8-10, 2018	Northeast Conference on the Teaching of Foreign Languages	NY Hilton, NYC	\$295.00 Transportation: Train 2 ways: Approx. \$60.00
Christina Boyle	2-09-18	MC3 ESL Articulation	Wall Twp. Intermediate	-0-
Jaclyn Gebbia	2-09-18	MC3 ESL Articulation	Wall Twp. Intermediate	-0-
Jillian Kreutzer	2-09-18	MC3 ESL Articulation	Wall Twp. Intermediate	-0-
Patricia Velazquez-Orlando	2-9-18	MC3 ESL Articulation	Wall Twp. Intermediate	-0-
Jaclyn Gebbia	2-12-18	Making Best use of Free Google Tools, Apps & Extensions to Enhance Instruction for ELL	Cherry Hill, NJ	\$249.00
Ashley Girard	2-26-18	NJ Conference for Kindergarten Teachers	Atlantic city	\$244.00
Bridget Antonucci	3-23-18	Education for Homeless Children & Youth Program Statewide Technical Assistance	Princeton Marriott	-0- Transportation: \$23.87
Alison Zylinski	ON-LINE COURSE	Mindfulness Certificate Course for Kids/Teens	ON-LINE	\$199.99
Dr. Stephen Wisniewski	1-25-18 1-26-18	TECHSPO '18	Atlantic City, NJ	Registration - \$425 Lodging - \$93 Mileage - \$56 Parking/Tolls - \$30 M & IE - \$96 Total - \$700
John Legere	1-25-18 1-26-18	TECHSPO '18	Atlantic City, NJ	Registration - \$425 Lodging - \$93 Mileage - \$56 Parking/Tolls - \$30 M & IE - \$96 Total - \$700

David Tonzola	1-25-18 1-26-18	TECHSPO '18	Atlantic City, NJ	Registration - \$425 Lodging - \$93 Mileage - \$56 Parking/Tolls - \$30 M & IE - \$96 Total - \$700
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10. Resolved: That the Board accept, with regret, the resignation of Mr. Michael Liebmann, Supervisor of Curriculum and Instruction. As per contract, Mr. Liebmann's last day will be on, or about, February 16, 2018

MOTION: Mrs. Merenda SECOND: Dr. Rodriguez VOTE: 7-0

B. Policy

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

POLICY NUMBER	POLICY
P & R 1240	Evaluation of Superintendent (M) (Revised)
P 1511	Board of Education Website Accessibility (New)
P & R 3126	District Mentoring Program (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)
P & R 3240	Professional Development for Teachers and School Leaders (M) (Revised)
P & R 5610	Suspension (M) (Revised)
P 5620	Expulsion (M)
P & R 7424	Bed Bugs (New)
P 8505	Local Wellness Policy/Nutrient Standards for Meals and Other Foods (M) (Revised)
P 8550	Unpaid Meal Charges/Outstanding Food Service Charges (M) (Revised)

MOTION: Mr. Young SECOND: Mr. Warnet VOTE: 7-0

C. Students

1. Resolved: The Bradley Beach Elementary School Anti-Bullying Specialist reports no incidents of harassment, intimidation, and bullying in the month of November.

MOTION: Mrs. Carlucci SECOND: Mr. Warnet VOTE: 6-0-1
Mrs. Merenda abstained

2. Resolved: That the Board approve the following 2017/2018 school year tuition contract:

ID No.	School	Location	Start Date/End Date	Annual Tuition Rate
2244	Coastal Learning	Howell, NJ	7/2017 to 6/2018	\$59,970.12

3. Resolved: That the Board approve the following Neptune Township tuition contracts:

- 50 Full-time students @ \$13,000.00/student = \$650,000.00
- 8 Shared-time students @ \$6,500.00/student = \$52,000.00

4. Resolved: That the Board approve the following Red Bank Regional High School tuition contracts:

- 26 Full-time students @ \$14,500.00/student = \$377,000.00

MOTION: Mr. Young SECOND: Dr. Rodriguez VOTE: 7-0

VII. Business Administrator/Board Secretary's Report

A. Acceptance of 2016/2017 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, 2016 through June 30, 2017. (Attachment VII-A)

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

MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 7-0

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 2018/2019 school year.

MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 7-0

C. Approval to Accept the Bradley Beach School ETS Grant

Resolved: That the Board accept the grant funds of \$450.00 from ETS, Princeton, NJ for the purchase of teacher supplies. Furthermore, that the Board authorize the Business Administrator to create budget account code 20-090-100-610.18-ET and revenue code 20-1000.07 to account for this transaction.

MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 7-0

D. Result of Annual School Election – November 7, 2017

Resolved: That the Board make the following Combined Statement of Results of the Annual School Election of the Bradley Beach Board of Education, held on November 7, 2017, part of the December 19, 2017 minutes. (Attachment VII-D)

MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 7-0

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

MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 7-0

F. Approval of Treasurer's Financial Report

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

MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 7-0

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, 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: 7-0

H. Approval of Budget Transfers (2017/2018)

Resolved: That the Board approve the 2017/2018 budget transfers as listed on Attachment VII-H.

MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 7-0

I. Approval of November 2017 Payroll

Resolved: That the Board approve the November 2017 gross payroll in the amount of \$385,870.88.

MOTION: Dr. Rodriguez SECOND: Mrs. Merenda VOTE: 7-0

J. Approval of Bills Payment

Resolved: That the Board approve payment of the December 19, 2017 regular bills list and as certified and approved. (Attachment VII-J)

MOTION: Mrs. Merenda SECOND: Dr. Rodriguez VOTE: 7-0

VIII. Old Business

Mrs. Carlucci stated that the 4th-8th grade winter bank concert was great.

Mrs. Carlucci also stated that the PTO giving tree is still up and available for students.

IX. New Business

Mr. Tonzola stated that a conference call was held between Dr. Wisniewski, Jacob Sentschak, from Di Cara Rubino Architects, and himself on December 14th to discuss the specifications for the stairwell project.

X. Committee Reports – None

XI. President's Report

Dr. Monroe thanked Mr. Tonzola for the completion of the audit and stated that the Board will be holding personnel and curriculum committee meetings to help with the development of the budget.

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only)

Ms. Elizabeth Franks, 508 Monmouth Avenue, Bradley Beach, NJ made comments regarding the need to beautify the facilities of the school.

Ms. Ann Caruso, 508 Monmouth Avenue, Bradley Beach, NJ made comments concerning the Character Education Curriculum, informing the Board of the generosity of individuals in the town

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who have donated both time and material to the students of the school, and the current status of the send/receive relationship with Neptune Township Board of Education.

Mrs. Barbara Carlucci, 515 Monmouth Avenue, Bradley Beach, NJ made comments concerning the Bradley Beach Historical Society and its endeavor to have students more involved in the society to preserve the history of the town.

XIV. Executive Session (if required) – None

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:06 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary