

**THESE MINUTES ARE UNAPPROVED AND SUBJECT TO MODIFICATION**

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

**OFFICIAL MINUTES**

**Regular Meeting  
February 20, 2018**

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:04 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                Dr. Rodriguez  
                     Mr. Gerdes                    Mr. Young  
                     Mr. Lozowick                 Dr. Monroe  
                     Dr. Wisniewski, Superintendent/Principal  
                     David Tonzola, Business Administrator/Board Secretary

Absent:         Mr. Warnet

IV. Discussion Items

1. Teacher of the Year – Ms. Morgan Maclearie
2. Support Staff of the Year – Mrs. Alison Zylinski
3. Introduction of Ms. Sarah Poppe, Finalist for Supervisor of Curriculum and Instruction  
Strategic Plan Update – Dr. Stephen Wisniewski

Superintendent's Report

Before going over his agenda items Dr. Wisniewski introduced Ms. Sarah Poppe to the Bradley Beach community. Ms. Poppe will be the new supervisor of curriculum and instruction for the school. Dr. Wisniewski then congratulated the teacher of the year, Ms. Morgan Maclearie, and the support staff employee of the year, Mrs. Alison Zylinski. Dr. Wisniewski then gave an update on the strategic plan. Dr. Wisniewski gave the Board an update on facilities, readers and writers workshop, the new math, science, and gifted and talented programs, as well as the character education initiative. Afterwards, Dr. Wisniewski reviewed his agenda items with the Board. Dr. Wisniewski wished to thank Mrs. Bartlett for her years of service to the school district.

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Afterwards, Mr. Tonzola reviewed his agenda items. Mr. Tonzola reminded the Board of the regularly scheduled meeting and the adoption of a tentative budget on March 13<sup>th</sup>, which would fulfill the state statute that tentative budgets be submitted to the County Office by March 20<sup>th</sup>. Mr. Tonzola also reminded the Board to complete their financial disclosure forms as soon as possible. Afterwards, Mr. Tonzola reviewed his agenda items with the Board, in particular the donations from the parent teacher organization and from D’Arcy’s Tavern.

On a unanimous voice vote the workshop portion of the meeting adjourned at 8:00 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 8:01 p.m.

Roll Call

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

Absent: Mr. Warnet

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Reorganization Meeting – January 9, 2018  
Regular Public Meeting – January 16, 2018

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

VI. Superintendent’s Report

A. Personnel

1. Resolved: That the Board approve the appointment of the following substitute teacher for the 2017/2018 school year: [B]

- Tori May

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

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2. Resolved: That the Board approve the attendance and the registration cost of the following staff members for engagement in the designated professional training: [T]

Staff Member	Date(s) of Event	Name/Title of Professional Training	Location	Cost
Courtney Hammell	March 1, 8, and 15, 2018	SIOP Training	Colts Neck Middle Sch.	-0-
Cara Vilardi	March 1, 8, and 15, 2018	SIOP Training	Colts Neck Middle Sch.	-0-
Stephen Wisniewski	March 6, 2018	PARCC Training	Monroe, NJ	-0-
Alisa Guzzi	March 13, 2018	Guided Reading Differentiating Strategies, K-12	Long Branch, NJ	\$239.00
Kristin Krupa	March 27, 2018	Help Your Struggling Math Students to Increase Learning and Motivation	Freehold, NJ	\$240.00
Jennifer Pingitore	March 27, 2018	Help Your Struggling Math Students to Increase Learning and Motivation	Freehold, NJ	\$249.00
Michelle Sprengel	June 4, 2018	Garden State Summit Google for Education	Georgian Court University	\$175.00 Mileage: 19 miles @ .31 = \$5.89

3. Resolved: That the Board approve the appointment of Ms. Sarah Poppe to the position of Supervisor of Curriculum and Instruction effective February 21, 2018, or sometime within 60 days of this date as determined by her 60 day contracted commitment to her current district, through June 30, 2018, at a prorated salary of \$92,000 as established by the agreement between the Bradley Beach Board of Education and Ms. Poppe on file in the Office of the Board Secretary. (Attachment VI-A.3) [B]
4. Resolved: That the Board accept the resignation, with regret, of Louanne Bartlett for the purpose of retirement effective May 1, 2018. The Board would like to thank Mrs. Bartlett for her service to the children of Bradley Beach. (Attachment VI-A.4)
5. Resolved: That the Board approve the following staff member be compensated at an increased level, effective March 1, 2018, as a result of the completion of graduate education coursework, which was completed at an accredited university: [T]

Staff Member	Previous Salary Level	New Salary Level
Carolyn Power	\$51,315 (BA+15, Step 2-3)	\$52,665 (BA+30, Step 2-3)

6. Resolved: That the Board approve the following Monmouth University student observer as follows:

- 40 Hours of field observation with Mrs. Jennifer Pingitore:

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- Brittany Mirrone (This student replaces the student observer, Rebecca Maurer, previously approved for Mrs. Maggio who dropped her course)
7. Resolved: That the Board approve the following Brookdale Community College student observers as follows:
- 30 Hours of field observation with Ms. Marjorie Zaccaro:
    - Sharon Brie Mueller
  - 30 Hours of field observation with Mrs. Jennifer DiZefalo:
    - Sharon Brie Mueller
  - 30 Hours of field observation with Mrs. Diana Rodrick:
    - Reshaya Coleman
8. Resolved: That the Board approve the following Providence College student observer as follows:
- 1 hour in an inclusion setting with Mrs. Amy Roth and Ms. Nancy Merkelbach:
    - Nicole Merkelbach
9. Resolved: That the Board approve two Bradley Beach Elementary School students, Student ID #2060, Grade 6 and Student ID #2549, Grade 8, to attend the Visual Arts program of the Monmouth County Arts program every Thursday from February 22, 2018, through May 17, 2018. [T]
10. Resolved: That the Board accept the resignation of Mr. Chris Ott from the stipend position of Boys Baseball Coach effective immediately. (Attachment VI-A.10)
11. Resolved: That the Board accept the resignation of Mr. Chris Ott from the stipend position of Athletic Director effective March 1, 2018. (Attachment VI-A.10)
12. Resolved: That the Board approve the appointment of Ms. Morgan Maclearie to the stipend position of Athletic Director effective March 1, 2018, through June 30, 2018, at a prorated salary of \$2,381.00. [B]

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

B. Policy

1. 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.1)

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

C. Students

1. Resolved: That the Board approve the following 2017/2018 student field trips that provide community onsite learning aligning with the New Jersey Core Curriculum Content Standards: [B]

Date	Grade	Location	Cost	Bus
February 23, 2018 March 9, 2018	Environmental Club	Walking Field trip at various locations around Bradley Beach	-0-	N/A
March 2, 2018 March 5, 2018 March 7, 2018	6 7 8	Student Health Awareness CentraState, Freehold	Approximate cost of three trips \$500.00	Pending

2. Resolved: That the Board approve Aida I. Pereira, M.A., CCC-SLP, 60 Crine Road, Colts Neck, NJ, to perform bilingual speech language pathologist services at the attached rates for the 2017/2018 school year. (Attachment VI-C.2)

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

3. Resolved: That the Board approve Bradley Beach Elementary School Anti-Bullying Specialist report of no incidents of harassment, intimidation and bullying in the month of January.

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 7-0-1  
Mrs. Merenda abstained

VII. Business Administrator/Board Secretary's Report

A. Approval of Special Public Meeting and Public Hearing Dates

Resolved: That the Board schedule the following meetings:

- Workshop/Regular Public Meeting and adoption of the 2018/2019 tentative budget on Tuesday, March 13, 2018 at 7:00 p.m. in the auditorium of the Bradley Beach Elementary School, 515 Brinley Avenue, Bradley Beach, N.J.
- Workshop/Regular Public Meeting and Formal Public Meeting/Final Adoption of the 2018/2019 School Budget on Tuesday, April 24, 2018 at 7:00 p.m. in the auditorium of the Bradley Beach Elementary School, 515 Brinley Avenue, Bradley Beach, N.J. for the purpose of conducting a formal public hearing on the proposed budget for the 2018/2019 school year.

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

B. Approval of the Budget Calendar

Resolved: That the Board approve the Budget Calendar as per attachment VII-B.

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

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

Resolved: That the Board accept the donation of \$7,504.28 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 20-090-100-610.18-IT and revenue code 20-1000.03 to account for this transaction.

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

D. Approval to Accept Donation from D'Arcy's Tavern

Resolved: That the Board accept the donation of \$250.00 from D'Arcy's Tavern for the purchase of athletic supplies. Furthermore, that the Board authorizes the Business Administrator to create budget account code 20-090-100-610.18-DA and revenue code 20-1000.16 to account for this transaction.

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

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 January 31, 2018 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-E)

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

F. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending January 31, 2018 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: Mr. Bardinas VOTE: 8-0

G. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of January 31, 2018, 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);

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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: Mr. Bardinas VOTE: 8-0

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: Mr. Bardinas VOTE: 8-0

I. Approval of January 2018 Payroll

Resolved: That the Board approve the January 2018 gross payroll in the amount of \$390,236.41.

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

J. Approval of Bills Payment

Resolved: That the Board approve payment of the February 20, 2018 regular bills list and as certified and approved. (Attachment VII-J)

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

K. Approval to Accept Title I, SIA, Part A Grant

Resolved: That the Board approve the acceptance of the Title I, SIA, Part A – Improving Basic Programs Operated by LEAs: School Improvement Grant in the amount of \$30,581.00.

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

VIII. Old Business

Mr. Lozowick inquired about the morning drop off. Dr. Wisniewski stated that a letter was sent home concerning the new procedure.

IX. New Business

Dr. Monroe stated that the Talent Show will be held on Thursday February 22<sup>nd</sup> at 7:00 p.m.

Dr. Rodrigues wanted to welcome Ms. Poppe to the school and expressed her good wishes to Mrs. Bartlett.

X. Committee Reports

Mrs. Carlucci stated that the facilities committee had a walk thru of the building before the meeting.

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XI. President's Report

Dr. Monroe welcomed Ms. Poppe to the Bradley Beach community.

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only)

Ms. Elizabeth Franks, 508 Monmouth Avenue, Bradley Beach, NJ, made comments concerning the character education program, and stated that she had some ideas on how to increase student attendance.

Councilman John Weber, 313 LaReine Avenue, Bradley Beach, NJ, made comments concerning his continued support of the school as it related to having the municipal help with snow cleanup and lawn maintenance as a shared service between entities.

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