

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

OFFICIAL MINUTES

Regular Meeting
February 19, 2019

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:05 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 Mr. Lozowick
 Mrs. Carlucci Mrs. Merenda
 Ms. Devane Mr. Warnet
 Dr. Franks Dr. Monroe
 Mr. Gerdes
 Dr. Wisniewski, Superintendent/Principal
 David Tonzola, Business Administrator/Board Secretary

IV. Superintendent's Report

Dr. Wisniewski began the workshop session of the meeting by introducing the teacher of the year, Mrs. Kirsty Sucato and the support staff member of the year, Mrs. Nichole Covert. Dr. Wisniewski praised both staff members and spoke of the process to select the teacher and support staff member of the year. Dr. Wisniewski then recognized Logan Caldwell, an eighth-grade student, and shared with the Board Logan's heroic actions that helped save a Bradley Beach residents life. Dr. Wisniewski presented Logan with the Good Character Award and thanked him for his random act of kindness.

Dr. Wisniewski then turned 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 2018 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 and capital.

Executive Session

President Monroe called for an Executive Session at 7:27 p.m. to discuss personnel matters.

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

MOTION: Ms. Devane SECOND: Mr. Gerdes VOTE: 9-0

Public Workshop Reconvened

On a motion made by Mrs. Carlucci, and seconded by Mrs. Merenda, the Board reconvened into the workshop session at 8:10 p.m.

Superintendent's Report

After the executive session, Dr. Wisniewski reviewed his agenda items, in particular, the hiring of Mrs. Alison Zylinski to the position of Supervisor of Special Services/School Social Worker. Dr. Wisniewski also wanted to thank the policy committee for their hard work developing policy number 5561.

Afterward, Mr. Tonzola reviewed his agenda items specifically the conclusion of the fiscal year 2018 audit, the approval of the budget calendar, and the next step in the district's stairwell restoration project.

On a unanimous voice vote the workshop portion of the meeting adjourned at 8:40 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 8:22 p.m.

Roll Call

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

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Reorganization Meeting – January 3, 2019

Regular Meeting – January 15, 2019
Confidential Executive Session – January 15, 2019

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 8-0-1
Mr. Gerdes abstained

VI. Superintendent’s Report

A. Personnel

1. Resolved: That the Board approve the appointment of the following substitute teacher for the 2018/2019 school year: [B]

- Richard Giallanzo

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

2. Resolved: That the Board approve the appointment of the following substitute nurse for the 2018/2019 school year: [B]

- Alysia Black

Note: Substitute nurses are paid \$105.00 per day.

3. 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	2-28-19 <i>Reapproval, - original workshop cancelled (1-18-19)</i>	NJ Social Studies Supervisors Association	Monroe, NJ	-0-
Michelle Sprengel	2-28-19	Strategies & Structures for Teaching Reading & Writing	Livingston, NJ	\$249.00 Mileage: 188 miles @ .31 = \$36.58
Cara Vilardi	2-28-19	Strategies & Structures for Teaching Reading & Writing	Livingston, NJ	\$249.00
Kevin Cosgrove	2-28-19	Strategies & Structures for Teaching Reading & Writing	Livingston, NJ	\$249.00
Kevin Cosgrove Michelle Sprengel Kirsty Sucato Cara Vilardi Marissa Vitale	3-06-19	Observation of Readers Workshop	Middletown Public Schools	-0-

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Kristin Goldsworthy	3-08-19	MTPS & Google for EDU Summit	Marlboro Middle School	-0-
Erin Healy	3-08-19	Third Annual PE/Health Share Day sponsored by MC3	Millstone Twp. Middle School	-0-
Amanda Bialek	4-05-19	5 th Annual School Garden Conference	Mon. Co. Agriculture Bld. Freehold, NJ	\$25.00
Amanda Bialek	6-04-19	MC3 Gifted Education K-12 Articulation Day	Wall Intermediate School	\$25.00
Alison Zylinski	2-28-19 & 3-1-19	Stronge Evaluation Model Training – Provided by Dr. Lisa Gleason	Bradley Beach Elementary School	\$175.00 per hour @ 6 hours Total: \$1,050

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

4. Resolved: That the Board approve the creation of the job description for the Supervisor of Special Services/School Social Worker. (Attachment VI-A.4)

MOTION: Mr. Bardinas SECOND: Ms. Devane VOTE: 8-0-1
Mrs. Merenda abstained

5. Resolved: That the Board approve the appointment of Mrs. Alison Zylinski to the position of Supervisor of Special Services/School Social Worker effective February 20, 2019 through June 30, 2019, at a prorated salary of \$102,000.00 as established by the agreement between the Bradley Beach Board of Education and Mrs. Zylinski on file in the Office of the Board Secretary. (Attachment VI-A.5) [B]

MOTION: Mr. Bardinas SECOND: Ms. Devane VOTE: 8-1
Mrs. Merenda voted no

6. Resolved: That the Board accept the resignation of Ms. Gabrielle Giacchi, Instructional Aide, effective February 12, 2019. (Attachment VI-A.6)

7. Resolved: That the Board approve Mrs. Nancy Morris, to the position of Cafeteria Aide for the 2018/2019 school year at the salary of \$12.69 per hour. [B]

Motion VI-A.7 Tabled

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

- 40 Hours of field observation with Mrs. Jennifer Pingitore:
 - Emily Berger
- 35 Hours of field observation with Ms. Jeanne Acerra:
 - Emily Fiess

- 40 Hours of field observation with Mrs. Donna Maggio:
 - Rachel Goodman
- 35 Hours of field observation with Mrs. Cynthia Aurilio:
 - Halle Maciag
- 15 Hours of field observation with Mrs. Cara Vilardi:
 - Erika McCourt
- 35 Hours of field observation with Mrs. Majorie Zaccaro:
 - Christine Santoriello

9. Resolved: That the Board approved Mrs. Jessica Mack, BCBA, for an additional 40 hours which are needed for the remainder of the 2018/2019 school year at a rate of \$125 per hour. [G]
10. Resolved: That the Board accept the resignation of Ms. Jeanne Acerra from the stipend position of Period B effective immediately.
11. Resolved: That the Board approve the appointment of Ms. Amanda Bialek to the stipend position of Period B effective February 20, 2019, through May 3, 2019, up to 90 minutes per week at \$40 per hour. [B]
12. Resolved: That the Board approve the appointment of Mr. Kevin Cosgrove to act as a Mentor Teacher for Marissa Finch who holds a CEAS Teacher of the Handicapped, for a fee of \$550.00, such to be paid by the provisional teacher.

MOTION: Mrs. Carlucci SECOND: Mr. Gerdes VOTE: 9-0

Note: Motion VI-A.7 was tabled

B. Policy

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

POLICY & REGULATION NUMBER	POLICY & REGULATION
P&R 5561	Use of Physical Restraint and Seclusion Techniques for Students with Disabilities (M) (Revised)

2. Resolved: That the Board approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials with 2019 Revisions. (Attachment VI-B.2)

MOTION: Mr. Bardin SECOND: Ms. Devane VOTE: 9-0

C. Students

1. Resolved: That the Board approve the following 2018/2019 student field trips that provide community onsite learning aligning with the New Jersey Student Learning Standards: [B]

Date	Grade	Location	Cost	Bus
April 11, 2019	Kindergarten	Novins Planetarium, Toms River Color Me Mine, Toms River	\$135.00 \$220.00 Total: \$355	TBD

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

2. 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: 8-0-1
Mrs. Merenda abstained

3. Resolved: That the Board approve the following ESY tuition:

Student ID No.	School	Location	Start Date	ESY Tuition Rate
2455	Rumson-Fair Haven H.S.	Rumson, NJ	July 1, 2018	\$4,275.00

MOTION: Mrs. Carlucci SECOND: Mr. Gerdes VOTE: 9-0

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:

1. Workshop/Regular Public Meeting and adoption of the 2019/2020 tentative budget on Tuesday, March 19, 2019 at 7:00 p.m. in the auditorium of the Bradley Beach Elementary School, 515 Brinley Avenue, Bradley Beach, N.J.
2. Workshop/Regular Public Meeting and Formal Public Meeting/Final Adoption of the 2019/2020 School Budget on Tuesday, May 7, 2019 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 2019/2020 school year.

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

B. Approval of the Budget Calendar

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

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

C. Acceptance of the 2017/2018 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, 2017 through June 30, 2018. (Attachment VII-C)

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

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

D. Approval of Stairwell Restoration Project

Resolved: That the Board approve the following resolution:

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 existing Stair #2 "East Stair" and Stair #3 "South" plaster wall surfaces and interior material finishes.

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 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: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

E. Approval of Use of School Building – Leader to Leader Cohort Meeting

Resolved: That the Board approve the use of the Bradley Beach Elementary School by Ms. Sarah Poppe, Leader to Leader Cohort meeting with 13 Monmouth County school administrators on March 11, 2019 from 3:30 p.m. to 6:45 p.m.

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

F. Approval of Short-Term Disability Insurance Provider

Resolved: That the Board approve Aflac as a provider of short-term disability insurance coverage for staff.

Note: contributions for the insurance premiums are employee only contributions

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

G. 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, 2019 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-G)

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

H. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending January 31, 2019 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-H)

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

I. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of January 31, 2019, 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: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

J. Approval of Budget Transfers (2018/2019)

Resolved: That the Board approve the 2018/2019 budget transfers as listed on Attachment VII-J.

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

K. Approval of January 2019 Payroll

Resolved: That the Board approve the January 2019 gross payroll in the amount of \$380,964.81.

MOTION: Mrs. Carlucci SECOND: Mr. Bardinas VOTE: 9-0

L. Approval of Bills Payment

Resolved: That the Board approve payment of the February 19, 2019 regular bills list and as certified and approved. (Attachment VII-L)

MOTION: Mr. Gerdes SECOND: Mrs. Merenda VOTE: 9-0

VIII. Old Business

Mr. Warnet inquired about how the new front door procedure is progressing.

Dr. Wisniewski gave an overview of the front door procedure.

IX. New Business

Dr. Wisniewski stated that the school's talent show will be held on Thursday, February 21st.

X. Committee Reports

Dr. Monroe stated that the curriculum committee met and had a great meeting.

Mr. Gerdes stated that the negotiations committee met and discussed the development of proposals to submit to the Bradley Beach Education Association.

XI. President's Report

Dr. Monroe stated that she will be reviewing with the policy committee the policy on the creation of committees for the Board.

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only)

Mr. Gary Engelstad, 2nd Avenue, Bradley Beach, NJ, stated that he will be the new town liaison between the borough and the school.

Mr. Kevin Cosgrove, 1006 Shore Road, Spring Lake Heights, NJ, voiced his support for the hiring of Mrs. Alison Zylinski to the position of Supervisor of Special Services/School Social Worker. Mr. Cosgrove also thanked the Board for recognizing Logan Caldwell for his heroic effort.

Mrs. Christina Boyle, 608 Hammond Avenue, Bradley Beach, NJ, voiced her support for Mrs. Zylinski.

XIV. Executive Session

President Monroe called for an Executive Session at 8:51 p.m. to discuss legal and security procedure matters.

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

MOTION: Mrs. Carlucci SECOND: Mr. Gerdes VOTE: 9-0

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 9:39 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary