

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

OFFICIAL MINUTES

Regular Meeting
March 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 Asbury Park –Wall Elks Lodge #128 Essay Contest Winners. The winners this year were Mia Kostantinou, Claire Cooperman, Noah Jamieson, Emely Herrera Montoya, and Luke Bardinas. Each of the students read their essay, which had the title, “What makes you proud of America.” Dr. Wisniewski then gave the Board an overview of the recently held Pi Night fundraiser, the talent show, as well as reminding the Board of the upcoming Drama Club production, “The Bradley Beach Time Machine,” on April 4th and the Night at the Museum event, which will occur on April 11th. Dr. Wisniewski then went over his agenda items with the Board.

Before going over his agenda items, Mr. Tonzola reminded the Board to complete their financial disclosure forms as soon as possible. Mr. Tonzola then went over the tentative budget with the Board. Mr. Tonzola stated that the general fund budget will be increasing by 2.66% or \$194,104. Mr. Tonzola indicated that the Board will be using \$99,325 from Bank Cap to increase the tax levy above 2% and make a \$50,000 withdrawal from maintenance reserve to help fund the stairwell restoration project

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scheduled to start in the summer. Furthermore, the general fund tax levy will be increasing by \$218,865 to \$6,195,873. 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 May 7th.

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 8:02 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 8:03 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:

 Regular Meeting – February 19, 2019
 Confidential Executive Session – February 19, 2019

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

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the appointment of Matthew Coulson as Volunteer Assistant Baseball Coach for the 2019 spring baseball season.
2. Resolved: That the Board accept the request to extend the maternity leave by Mrs. Kristen Krupa, to include a second year, the entirety of the 2019/2020 school year. (Attachment VI-A.2)
3. Resolved: That the Board approve the appointment of the following substitute teacher for the 2018/2019 school year: [B]

- Jeryl-Ann Asaro

Note: Substitute teachers are paid \$75.00 per day

4. 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
Kevin Cosgrove Michelle Sprengel Cara Vilardi Marissa Vitale	3-21-19	Observation of Readers Workshop Rescheduled from 3-6-19	Middletown Public Schools	-0-
Christina Boyle Jaclyn Wilson	4-09-19	MC3 ESL for K-12 Conference	Middletown School Dist. Central Office	-0- MC3 membership
Kevin Cosgrove	4-30-19	Maximize the Power of Guided Reading to Help All Students (BER)	New Brunswick, NJ	\$259.00
Christina Boyle Jaclyn Wilson	4-15-19	MC3 SEL workshop	Toms River, NJ	-0-
Lucia Newberry Jaclyn Wilson	5-31-19	NJ TESOL Conference (one day only)	Hyatt Hotel New Brunswick	\$239 each = \$478.00
Marissa Finch	3-28-19	Stronge Evaluation Model Training – Provided by Dr. Lisa Gleason	Bradley Beach Elementary School	\$175.00 per hour @ 3 hours Total: \$525.00

MOTION: Mrs. Carlucci SECOND: Mrs. Merenda VOTE: 9-0

B. Students

1. Resolved: That the Board approve the adjusted school calendar for the 2019/2020 school year to show corrected dates for Thanksgiving Recess. (Attachment VI-B.1)

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

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

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

3. 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
March 28, 2019	6	Centrastate Student Health Awareness Ctr. program aligned with grade 6 curriculum	\$10.00 per student	\$236.00
March 26, 2019	7	Newark Public Library, to see exhibit "The World is Yours" <i>required as part of the AIE Grant for Photography.</i>	-0-	\$625.00 Seaman Tov Bus Company
April 13, 2019 Saturday	5	Beach Sweep event off LaReine Avenue <i>This would be offered to students with parents/ siblings to be included. Participation not mandatory.</i>	-0-	No bus required
May 15, 2019	3	Allaire State Park Guided tour & train ride	Approx. \$400.00	TBD
April 5, 2019	PreK	Vic's Restaurant (Walking Trip)	-0-	No bus required

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

VII. Business Administrator/Board Secretary's Report

A. Approval of Preliminary School Budget – 2019/20 School Year

Resolved: That the Board approve the Preliminary 2019/2020 School Budget in the following amounts:

General Fund	\$7,501,454
Special Revenue	606,330
Debt Service Fund	173,928

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

B. Approval of General & Debt Service Funds' Tax Levies – 2019/2020 School Year

Resolved: That the Board approve the following amounts to be raised by taxes:

General Fund	\$6,195,873
Debt Service	173,925

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

C. Approval to Utilize Bank Cap

Resolved: That the Board approve the need and the use of bank cap generated in 2016/2017 in the amount of \$18,770 and bank cap generated in 2018/2019 in the amount of \$80,555 for a total of \$99,325 to be used for a maintenance project funded through account code

11-000-261-420.00. This maintenance project includes the refurbishing and restoration of stairwell number 2 and 3. This project must be completed by the end of the 2019/2020 budget year and cannot be deferred or incrementally completed over a longer period of time.

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

D. Approval of Maintenance Reserve Account Withdrawal in the 2019/2020 School Budget

Resolved: That the Board approve the maintenance reserve withdrawal in the amount of \$50,000, which is included in the district's 2019/2020 budget. The district intends to utilize these funds for the stairwell number 2 and stairwell number 3 refurbish/restoration project.

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

E. Approval to Advertise Preliminary Budget

Resolved: That the Business Administrator is authorized to advertise said preliminary budget in the Asbury Park Press on May 1, 2019 in accordance with the format required by the State Department of Education and according to law.

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

F. Approval of Public Hearing Date

Resolved: That a public hearing be held at the Bradley Beach Elementary School, Bradley Beach New Jersey on May 7, 2019 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2019/2020 school year.

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

G. 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 2019/2020 school year for all staff and board members is \$15,000.00. For 2018/2019 the maximum amount approved for travel and related general fund expenditures was \$13,000.00 of which \$4,555.89 has been spent to date.

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

H. Approval of the District's General Fund Professional Services Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2019/2020 general fund professional services appropriation budget be set for the amount of:

Professional Services	Amount
Legal	\$ 7,944.00
Auditing	22,660.00
Architectural/Engineering	12,000.00
Occupational Therapist	32,500.00
Physician	2,000.00

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

I. Approval of the District’s Special Revenue Fund Professional Services Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2019/2020 special revenue fund professional services appropriation budget be set for the amount of:

Professional Services	Amount
Physical Therapy	\$ 10,000.00
BCBA	16,000.00

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

J. Approval of the District’s General Fund Co-Curricular Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2019/2020 general fund co-curricular appropriation budget be established as follows:

Co-Curricular Activities	Salaries
Safety Patrol	\$ 2,449.00
Yearbook	2,449.00
Yearbook Tech. Advisor	2,449.00
Environmental Club	2,449.00
Computer Club	2,449.00
Newspaper Relations	2,449.00
Music Director	2,808.00
DJ	2,449.00
Student Government	2,449.00
Drama Club	2,449.00
8 TH Grade Trip Advisor	2,449.00
Interpret/Translation Stipend	2,612.00
Webmaster	2,449.00
Washington Stipend	1,200.00
Total	\$33,559.00

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: Mr. Bardinas VOTE: 9-0

K. Approval of the District's General Fund Athletics Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2019/2020 general fund athletics appropriation budget be established as follows:

Athletics	Salaries
Baseball	\$ 3,133.00
Softball	3,133.00
Boys Basketball	3,133.00
Girls Basketball	3,133.00
Boys Soccer	3,133.00
Girls Soccer	3,133.00
Athletic Director	2,857.00
Cheerleaders	3,133.00
Total	\$24,788.00

Athletics	Purchased Services (Board Subsidy e.g. transportation & officials)
Baseball	\$ 2,500.00
Softball	2,500.00
Boys Basketball	2,500.00
Girls Basketball	2,500.00
Boys Soccer	2,500.00
Girls Soccer	2,500.00
Cheerleaders	n/a
Total	\$15,000.00

Athletics	Supplies
Baseball	\$ 500.00
Softball	500.00
Boys Basketball	500.00
Girls Basketball	500.00

Boys Soccer	500.00
Girls Soccer	500.00
Cheerleaders	500.00
Total	\$3,500.00

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

L. Approval of Use of School Building – Bradley Beach Police Department

Resolved: That the Board approve the use of the Bradley Beach Elementary school by the Bradley Beach Police Department on April 23, 2019 to conduct onsite training exercises and professional development. (Attachment VII-L).

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

M. Approval to Delete Stale Dated Checks

Resolved: That the Board approve the deletion of the following stale dated checks from the Bradley Beach Elementary School Checking account:

Check Date	Check Number	Check Amount
6/4/2018	5507	\$295.00

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

N. Approval to Delete Stale Dated Checks

Resolved: That the Board approve the deletion of the following stale dated checks from the Bradley Beach Warrant Account.

Check Date	Check Number	Check Amount
11/17/2015	15821	\$4,524.01
5/17/2016	16303	16.00
8/16/2016	16480	34,860.11
3/14/2017	16942	115.68
7/18/2017	17159	379.90
9/19/2017	17305	511.26
2/20/2018	17619	440.00

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

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

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

P. Approval of Treasurer's Financial Report

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

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

Q. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of February 28, 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: Mr. Warnet SECOND: Mr. Bardinas VOTE: 9-0

R. Approval of Budget Transfers (2018/2019)

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

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

S. Approval of February 2019 Payroll

Resolved: That the Board approve the February 2019 gross payroll in the amount of \$374,720.68.

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

T. Approval of Bills Payment

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

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

VIII. Old Business

Dr. Monroe recommended that the other members on the Board begin to follow the Bradley Beach Elementary School Twitter account. It is very active and gives a good synopsis of the events taking place in the school.

IX. New Business – None

X. Committee Reports

Dr. Monroe stated that the finance committee met.

Mrs. Carlucci stated that the personnel and ad hoc special education committees met.

Mr. Lozowick stated that the community relations committee met and will be developing three seminars on a variety of topics including social media, and student debt pitfalls.

XI. President's Report – None

XII. Public Comments (Agenda Items Only)

Mr. Tom Cohen, 612 3rd Avenue, Bradley Beach, NJ, made comments concerning the adoption of the tentative budget and the Board's use of the maintenance reserve and bank cap.

XIII. Public Comments (Other Items Only)

Mr. Tom Cohen, 612 3rd Avenue, Bradley Beach, NJ, made comments expressing his interest in helping develop the community seminars that were discussed tonight.

XIV. Executive Session

President Monroe called for an Executive Session at 8:09 p.m. to discuss legal matters.

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

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

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XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:59 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary