

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

OFFICIAL MINUTES

Regular Meeting
December 17, 2019

I. Call To Order

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

Absent: Mr. Bardinas

IV. Discussion Items

Dr. Monroe began the meeting by introducing Mr. Bob Allison from the auditing firm, Holman, Frenia, Allison, P.C. Mr. Allison gave a presentation on the fiscal year 2019 audit. Mr. Allison spoke about the independent auditor's report, the internal control report, and the major grant report. 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 reserves and said they should continue to do so in the future if possible.

Executive Session

President Monroe called for an Executive Session at 7:10 p.m. to discuss student matters.

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

MOTION: Mrs. Carlucci SECOND: Mrs. Merenda VOTE: 8-0

Public Workshop Reconvened

On a motion made by Mr. Warnet, and seconded by Mr. Gerdes, the Board reconvened into the workshop session at 7:24 p.m.

Superintendent's Report

After the Board reconvened the workshop session, Dr. Wisniewski thanked both Mrs. Dizefalo and Mr. Leprotto for the winter concert. Dr. Wisniewski also explained that Mr. Leprotto has been working with the Prudential Center, and that the tickets for the Devils' hockey game are on the website. The date of the game is Thursday, March 19th, and two buses have already been secured for those families that need transportation. Dr. Wisniewski then thanked Ms. Acerra for the recently held movie night, which supported the eighth grade Washington Trip. Dr. Wisniewski then went over his agenda items, in particular the personal issues.

Afterwards, Mr. Tonzola reviewed his agenda items, specifically the conclusion of the fiscal year 2019 audit, in which he thanked both Mrs. Josephine Palmieri and Mrs. Patty Hunter for their help in the completion of the audit. Mr. Tonzola also discussed the request for a waiver for the Special Education Medicaid Initiative.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:58 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Monroe at 7:59 p.m.

Roll Call

Present: Mrs. Carlucci Mrs. Merenda
 Ms. Devane Mr. Warnet
 Dr. Franks Mr. Lozowick
 Mr. Gerdes 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 – November 19, 2019

MOTION: Ms. Devane SECOND: Dr. Franks VOTE: 8-0

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the appointment of Danielle Buzy to the position of Substitute Teacher for the 2019/2020 school year, at a rate of \$75.00 per day. [B]

MOTION: _____ SECOND: _____ VOTE: _____
Motion Tabled by Mr. Tonzola, as substitute was previously board approved

2. 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 three hundred dollars (\$300.00), one hundred and fifty dollars (\$150) per night: [B]

- Jeanne Acerra
- Kevin Cosgrove
- Ashley Gianfrancesco
- Anthony LeProtto
- Kelli O'Keefe
- Heather Sauer

3. Resolved: That the Bradley Beach Board of Education accept the resignation of Brooke Tartis, Preschool Leave Replacement Instructional Aide, effective December 9, 2019. (Attachment VI-A.3)

4. Resolved: That the Bradley Beach Board of Education accept the letter of intent to retire, with regret from Mrs. Betty Ann Slocum, School Secretary, effective July 1, 2020. (Attachment VI-A.4)

5. Resolved: That the Board approve the following staff member be compensated at an increased level, effective January 1, 2020 as a result of the completion of graduate education coursework, which was completed at an accredited university: [T]

<u>Staff Member</u>	<u>Previous Salary Level</u>	<u>New Salary Level</u>
Lucia Newberry	\$58,635 (BA Step 10)	\$59,985 (BA+15 Step 10)

6. Resolved: That the Board approve the visit of the Deptford School District personnel to observe the 6H/M classroom on January 15, 2020.

7. Resolved: That the Board approve the appointment of Amanda Marie Silverstein to the position of Elementary School Special Education Teacher, effective January 13, 2020 through June 30, 2020, at MA Step 7, at a prorated salary of \$56,585.00 as established by the collective agreement between the Bradley Beach Board of Education and the Bradley Beach Educational Association. [T]

8. Resolved: That the Board approve the appointment of Kristen Halleran to the position of Leave Replacement Elementary Special Education Teacher, effective January 27, 2020 until on or about March 20, 2020, at BA Step 1, at a prorated salary of \$51,060.00 as established by the collective agreement between the Bradley Beach Board of Education and the Bradley Beach Educational Association. [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
Amanda Lapa Morgan Maclearie Alison Zylinski	1-10-20	MC3 Winter Summit	Monmouth University	-0-
Michelle Sprengel	1-13-20	Garden State Summit Featuring Google for Education <i>Reapproval, originally approved for 1-1-20.</i>	Georgian Court University	\$145.00 Mileage 30.6 miles @ .35 per mile = \$10.71
Laurel Degnan	1-28-20	Students Who Start School Behind: Powerful Strategies to Promote and Accelerate Academic Success, BER	Newark, NJ	\$279.00
Dr. Stephen Wisniewski	1-30-20 1-31-20	TECHSPO '20	Atlantic City, NJ	Registration - \$475 Lodging - \$96 Mileage - \$52 Parking/Tolls - \$20 M & IE - \$99 Total - \$742
John Legere	1-30-20 1-31-20	TECHSPO '20	Atlantic City, NJ	Registration - \$475 Lodging - \$96 Mileage - \$52 Parking/Tolls - \$20 M & IE - \$99 Total - \$742
David Tonzola	1-30-20 1-31-20	TECHSPO '20	Atlantic City, NJ	Registration - \$475 Lodging - \$96 Mileage - \$52 Parking/Tolls - \$20 M & IE - \$99 Total - \$742

MOTION: Ms. Devane SECOND: Mr. Warnet 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/REGULATION NUMBER	POLICY/REGULATION
P/R 1642	Earned Sick Leave Law (M)

P 2422	Health and Physical Education (M)
P 2431.3	Practice and Pre-Season Heat-Acclimation for School-Sponsored Athletics and Extra-Curricular Activities
R 2460.8	Special Education - Free and Appropriate Public Education (M)
P 3159	Teaching Staff Member/School District Reporting Responsibilities (M)
P/R 3218	Use, Possession, or Distribution of Substances (M)
P/R 4218	Use, Possession, or Distribution of Substances (M)
P/R 5111	Eligibility of Resident/Nonresident Students (M)
P 5337	Service Animals
P 5517	School District Issued Student Identification Cards
P/R 5611	Removal of Students for Firearms Offenses (M)
P/R 5612	Assaults on District Board of Education Members or Employees (M)
P/R 5613	Removal of Students for Assaults with Weapons Offenses (M)
P 5756	Transgender Students (M)
P/R 6112	Reimbursement of Federal and Other Grant Expenditures (M)
P/R 7440	School District Security (M)
P/R 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol, and Other Drug Offenses (M)
P 8561	Procurement Procedures for School Nutrition Programs (M)
P/R 8600	Student Transportation (M)
R 8630	Emergency School Bus Procedures (M)
P 8670	Transportation of Special Needs Students (M)
P 8860	Memorials
P 9210	Parent Organizations
P 9400	Media Relations

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

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: Dr. Franks VOTE: 6-0-2
Ms. Devane abstained
Mrs. Merenda abstained

2. Resolved: That the Board approve the following state paid tuition student for the 2019/2020 school year:

- Student ID # 2458 - Grade 8

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

D. Students

1. Resolved: That the Board approve updates to the Spanish Curriculum. (Attachment VI-D.1)

MOTION: Mr. Gerdes SECOND: Mrs. Merenda VOTE: 8-0

VII. Business Administrator/Board Secretary's Report

A. Acceptance of 2018/2019 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, 2018 through June 30, 2019. (Attachment VII-A)

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

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

B. Approval to Request Waiver for Special Education Medicaid Initiative Program (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 2020/2021 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 2020/2021 school year.

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

C. Approval of Result of Annual School Election – November 5, 2019

Resolved: That the Board make the Combined Statement of Results of the Annual School Election of the Bradley Beach Board of Education, held on November 5, 2019, part of the December 17, 2019 minutes. (Attachment VII-C)

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

D. Approval of Use of School Building – Bradley Beach Arts Council

Resolved: That the Board approve the use of the Bradley Beach Elementary School by the Bradley Beach Arts Council for rehearsal use as per Attachment VII-D.

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

E. Approval of the Bradley Beach Board of Education 403(b) Updated Plan Document

Resolved: That the Board approve the updated Bradley Beach Board of Education 403(b) Plan Document. (Attachment VII-E)

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

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

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

G. Approval of Treasurer's Financial Report

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

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

H. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of November 30, 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. Merenda SECOND: Dr. Franks VOTE: 8-0

I. Approval of Budget Transfers (2019/2020)

Resolved: That the Board approve the 2019/2020 budget transfers as listed on Attachment VII-I.

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

J. Approval of November 2019 Payroll

Resolved: That the Board approve the November 2019 gross payroll in the amount of \$398,690.19.

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

K. Approval of Bills Payment

Resolved: That the Board approve payment of the December 17, 2019 regular bills list and as certified and approved. (Attachment VII-K)

MOTION: Mr. Gerdes SECOND: Mrs. Merenda VOTE: 8-0

VIII. Old Business

Mrs. Carlucci asked about the parent concern from the November Board meeting. The Board discussed if a policy should be put in place concerning the content of the books that students read in class.

Mrs. Carlucci also congratulated Mrs. Zylinski and Ms. Poppe concerning the write up in the Coast Star dealing with the SOLE program in the school.

IX. New Business

Dr. Franks congratulated Ms. Devane for being named one of the one hundred powerful women in the state.

Mr. Gerdes stated that Red Bank Regional recently held an assembly on vaping that was very informative, and that he was able to get the contact information to see if Bradley Beach was interested in holding a similar assembly.

Mrs. Devane inquired about the legislation concerning the religious exemption for vaccinations.

Regular Meeting
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X. Committee Reports – None

XI. President's Report

Dr. Monroe stated that the current committee structure would be discussed at the reorganization meeting, and that she will also share the results of the board survey.

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only) – None

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