

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

OFFICIAL MINUTES

Regular Meeting
March 17, 2020

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:42 p.m. by President Franks 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 Dr. Monroe
 Ms. Devane Mr. Warnet
 Mr. Gerdes Dr. Franks
 Mr. Lozowick
 Dr. Wisniewski, Superintendent/Principal
 David Tonzola, Business Administrator/Board Secretary

Absent: Mr. Bardinas Mrs. Merenda

Executive Session

President Franks called for an Executive Session at 7:47 p.m. to discuss student matters.

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

MOTION: Dr. Monroe SECOND: Mrs. Carlucci VOTE: 7-0

Public Workshop Reconvened

On a motion made by Mr. Warnett, and seconded by Dr. Monroe, the Board reconvened into the workshop session at 7:49 p.m.

IV. Superintendent's Report

Dr. Wisniewski began the workshop session of the meeting by giving the Board an overview of the district's virtual learning initiative and the plan for the coming weeks if school is closed for an extended period of time. Afterwards, Dr. Wisniewski went over his agenda items with the Board.

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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 0.56%, or \$42,710. Mr. Tonzola indicated that the Board will be increasing the tax levy by 2% and make a \$80,000 withdrawal from its capital reserve to help fund the boiler burner project, which is scheduled to start in the summer. Mr. Tonzola stressed to the Board that although this year's budget was balanced without any cuts to staff, program or facilities, the fiscal year 2022 budget will be a particularly difficult one to balance due to the anticipated reduction in state aid and the inability to generate excess surplus in the current fiscal year 2020 budget. Mr. Tonzola stated that the budget being approved tonight is a tentative budget and that the district can still make changes up to the public hearing on April 29th.

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 8:26 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Franks at 8:27 p.m.

Roll Call

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

Absent: Mr. Bardinas Mrs. Merenda

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – February 18, 2020

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

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the placement of Ms. Tess Buchwald Nuccio, Brookdale Community College student observer, for 60 hours in a K-6 classroom with Ms. Kristin Goldsworthy.
2. Resolved: That the Board accept the request for maternity leave by Mrs. Donna Maggio, Grade 3 Teacher, to begin on April 24, 2020, with a return date on or about January 4, 2021. (Attachment VI-A.2).
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
Amanda Lapa	3-20-20	Take the Enemy Out of Frenemy	WEBCAST	\$129.99
Marissa Finch	4-20-20	Mental Health Issues in the K-5 Classroom	Point Pleasant	\$209.99
Laurel Degnan Amy Roth	4-28-20	Tools of the Mind Communities of Practice 2020	Hamilton Twp.	\$150.00 ea. – \$350.00
Julie Ferwerda	5-13-20	The ABCs of Regulations-Awareness, Basis, Citation	Stockton University Galloway, NJ	\$105.00

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

B. Students

1. Resolved: That the Board approve the Bradley Beach Elementary School Anti-Bullying Specialist report for the month of February. (Attachment VI-B.1)

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

C. Curriculum

1. Resolved: That the Board approve the following 2019/2020 student field trips that provide community onsite learning aligning with the New Jersey Student Learning Standards: [B]

Date	Grade	Location	Cost	Bus
4-24-20	2	Adventure Aquarium, Camden NJ	\$370.00 Admissions	\$765.00 Barker Bus Co.

MOTION: Mrs. Carlucci SECOND: Mr. Gerdes VOTE: 7-0

VII. Business Administrator/Board Secretary’s Report

A. Approval of Preliminary School Budget – 2020/2021 School Year

Resolved: That the Board approve the Preliminary 2020/2021 School Budget in the following amounts:

General Fund	\$7,641,495
Special Revenue	592,043
Debt Service Fund	178,307

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

B. Approval of General & Debt Service Funds’ Tax Levies – 2020/2021 School Year

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

General Fund	\$6,319,790
Debt Service	178,300

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

C. Approval of Capital Reserve Account Withdrawal in the 2020/2021 School Budget

Resolved: That the Board approve the capital reserve withdrawal in the amount of \$80,000, which is included in the district’s 2020/2021 budget. The district intends to utilize these funds for the boiler burner project.

Note: The following statement of purpose for capital reserve withdrawal will be included in the advertised budget:

Included in budget line 620, Budgeted Withdrawal from Capital Reserve-Excess Costs & Other Capital Projects, is \$80,000 for other capital project cost to purchase and install a new burner for Boiler Number One. The total cost of this project is \$80,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by

the Commissioner as necessary to achieve the New Jersey Student Learning Standards.

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

D. Approval to Advertise Preliminary Budget

Resolved: That the Business Administrator is authorized to advertise said preliminary budget in the Asbury Park Press on April 22, 2020 in accordance with the format required by the State Department of Education and according to law.

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

E. Approval of Public Hearing Date

Resolved: That a public hearing be held at the Bradley Beach Elementary School, Bradley Beach New Jersey on April 29, 2020 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2020/2021 school year.

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

F. 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 2020/2021 school year for all staff and board members is \$15,000.00. For 2019/2020 the maximum amount approved for travel and related general fund expenditures was \$15,000.00 of which \$9,020.06 has been spent to date.

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

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

Resolved: That in accordance with the New Jersey Accountability Regulations the 2020/2021 general fund professional services appropriation budget be set for the amount of:

Professional Services	Amount
Legal	\$ 5,000.00
Auditing	23,000.00
Architectural/Engineering	22,000.00
Occupational Therapist	32,500.00
Physician	2,000.00

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

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

Resolved: That in accordance with the New Jersey Accountability Regulations the 2020/2021 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: Mrs. Carlucci VOTE: 7-0

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

Resolved: That in accordance with the New Jersey Accountability Regulations the 2020/2021 general fund co-curricular appropriation budget be established as follows:

Co-Curricular Activities	Salaries
Safety Patrol	\$ 2,613.00
Yearbook	2,613.00
Yearbook Tech. Advisor	2,613.00
Environmental Club	2,613.00
Computer Club	2,613.00
Newspaper Relations	2,613.00
Music Director	2,997.00
DJ	2,613.00
Student Government	2,613.00
Drama Club	2,613.00
8 TH Grade Trip Advisor	2,613.00
Interpret/Translation Stipend	2,000.00
Webmaster	2,613.00
Washington Stipend	1,200.00
Total	\$34,940.00

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: Mrs. Carlucci VOTE: 7-0

J. Approval of the District’s General Fund Athletics Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2020/2021 general fund athletics appropriation budget be established as follows:

Athletics	Salaries
Baseball	\$ 3,343.00
Softball	3,343.00
Boys Basketball	3,343.00
Girls Basketball	3,343.00
Boys Soccer	3,343.00
Girls Soccer	3,343.00
Athletic Director	2,613.00
Cheerleaders	3,343.00
Total	\$26,014.00

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	\$ 428.57
Softball	428.57
Boys Basketball	428.57
Girls Basketball	428.57
Boys Soccer	428.57
Girls Soccer	428.57
Cheerleaders	428.58
Total	\$3,000.00

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

K. 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
10/15/2019	18841	\$395.53

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

L. 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 29, 2020 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-L)

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

M. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending February 29, 2020 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-M)

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

N. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of February 29, 2020, 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: Mrs. Carlucci VOTE: 7-0

O. Approval of Budget Transfers (2019/2020)

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

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

P. Approval of February 2020 Payroll

Resolved: That the Board approve the February 2020 gross payroll in the amount of \$397,135.74.

MOTION: Mr. Warnet SECOND: Mrs. Carlucci VOTE: 7-0

Q. Approval of Bills Payment

Resolved: That the Board approve payment of the March 17, 2020 regular bills list and as certified and approved. (Attachment VII-Q)

MOTION: Mr. Gerdes SECOND: Dr. Monroe VOTE: 7-0

VIII. Old Business – None

IX. New Business – None

X. Committee Reports

Dr. Franks stated that the curriculum committee met with Dr. Wisniewski and Ms. Poppe to discuss the ESL program, the introduction of LGBTQ topics into the curriculum, and the district's QSAC results as they relate to instruction and program.

Mr. Lozowick stated that he met with Dr. Wisniewski and Mr. Tonzola to discuss the district's bylaws and policies.

Ms. Devane stated that the community affairs committee met to discuss PTO policy changes, fundraising, and the education foundation.

XI. President's Report

Dr. Franks wanted to thank the administration and staff as they navigate the current crisis facing the country and keep the communication channels open for the parents and the public.

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 8:30 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary