

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

**OFFICIAL MINUTES**

**Regular Meeting**  
**April 20, 2021**

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 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           Ms. Sacchi  
                  Ms. Caruso Walker    Ms. Shu Hofsess  
                  Ms. Devane            Mr. Warnet  
                  Ms. Flynn             Dr. Franks  
                  Mrs. Merenda  
                  Dr. Wisniewski, Superintendent/Principal  
                  David Tonzola, Business Administrator/Board Secretary

IV. Discussion Items

- Teacher of the Year – Mrs. Ashley Fox
- Education Specialist of the Year – Mrs. Kelli O’Keefe
- Bradley Beach Alumni Presentation – Zachary Jamieson and Evan Hofsess
- Green Team Introduction – Evan Hofsess

Dr. Franks began the meeting by calling the meeting to order and turned the meeting over to Dr. Wisniewski to discuss tonight's agenda. Dr. Wisniewski introduced and congratulated the Teacher of the Year, Mrs. Ashly Fox. Dr. Wisniewski read the accolades towards Mrs. Fox that her colleagues wrote about her. Dr. Wisniewski then introduced the Educational Services Professional recipient, Mrs. Kelli O'Keefe. Dr. Wisniewski read the tributes written about Mrs. O'Keefe by her colleagues. Dr. Franks also commented on both recipients and congratulated them on their recognition and award. Dr. Wisniewski then discussed the Bradley Beach Alumni event. The Bradley Beach Historical Society put together the alumni event for Bradley Beach Elementary School graduates from 1955-1959. The graduates shared their memories of their time at the school. Some of the current students also shared their experiences in the school with the alumni members. Two students, Mr. Zachary Jamieson and Mr. Evan Hofsess, created a video presentation for the alumni members to show them how the school

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has changed. The last item that was discussed was the Green Team initiative. Mrs. Sauer, the seventh and eighth-grade science teacher, and student, Mr. Evan Hofsess, gave the Board an overview of the Green Team initiative and how it relates to the school becoming a member in Sustainable Jersey for Schools. Some of the Green Team's initiatives are: looking to create a garden club, building a greenhouse, participating in the Arbor Day ceremony, participating in an art contest on the importance of trees, and creating a wellness committee. Dr. Wisniewski then discussed with the Board the preliminary guidance for graduation in June. Dr. Wisniewski then reviewed his agenda items with the Board, particularly the Extended School Year Program and the Jumpstart Program.

Dr. Franks then turned the meeting over to Mr. Tonzola. Before going over his agenda resolutions, Mr. Tonzola reminded the Board to complete their mandated training before December 31, 2021. Mr. Tonzola also updated the Board on the financial disclosure application. Mr. Tonzola then went over his agenda item with the Board.

On a unanimous voice vote the workshop portion of the meeting adjourned at 8:35 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Franks at 8:36 p.m.

Roll Call

Present: Mrs. Carlucci Ms. Sacci  
Ms. Caruso Walker Ms. Shu Hofsess  
Ms. Devane Mr. Warnet  
Ms. Flynn Dr. Franks  
Mrs. Merenda  
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 – March 16, 2021

MOTION: Mrs. Merenda SECOND: Ms. Flynn VOTE: 9-0

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the appointment of the following substitute teacher for the 2020/2021 school year, at a rate of \$75.00 per day: [B]

- Alyssa Aurilio

MOTION: Mr. Warnet SECOND: Ms. Flynn VOTE: 9-0

2. Resolved: That the Board approve the job description for Athletic Director. (Attachment VI-A.2)

MOTION: Mr. Warnet SECOND: Ms. Flynn VOTE: 8-1  
Ms. Caruso Walker voted no

3. Resolved: That the Board approve the job description for Teacher Aide or Special Education Teacher Aide. (Attachment VI-A.3)

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     |
|-----------------|--|---|----------|----------|
| Christina Boyle | 4/27/21<br>5/04/21<br>5/11/21<br>5/18/21 | Strategies for Supporting ELL's in a Reader's Workshop  | Virtual  | \$125.00 |
| Jessica Stephan | 5/14/21                                  | NJASP Assessment: Patterns of Strengths/Weaknesses Identify Difference Between ESL & Disability | Virtual  | \$195.00 |
| Christina Boyle | 5/14/21                                  | NJSSSA Meeting  | Virtual  | FREE     |
| Alison Zylinski | 5/26/21                                  | 2021 School Climate and Anti-Bullying Conference  | Virtual  | \$129.00 |
| David Tonzola   | 6/9 – 6/11<br>2021                       | NJASBO 2021 Virtual Conference  | Virtual  | \$150.00 |

MOTION: Mr. Warnet SECOND: Ms. Flynn VOTE: 9-0

B. Curriculum

1. Resolved: That the Board approve the 2021 Bradley Beach Elementary School Extended School Year Program. The program will run from Monday, July 12, 2021, until Thursday, August 12, 2021 (Monday through Thursday). The hours for students will be 8:30 AM to 12:00 PM, while the hours for certified teaching staff will be 3.75 hours per day.

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

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2. Resolved: That the Board approve the 2021 Bradley Beach Elementary School Summer Jumpstart Program. The program will run from Monday, July 12, 2021, until Thursday, August 12, 2021 (Monday through Thursday). The hours for students will be 8:30 AM to 12:00 PM, while the hours for certified teaching staff will be 3.75 hours per day.

MOTION: Ms. Caruso Walker SECOND: Mrs. Merenda VOTE: 7-1-1  
Mrs. Carlucci abstained  
Ms. Caruso Walker voted no

C. Policy

1. Resolved: That the Board approve the following Policies and Regulations for a first reading: (Attachment VI-C.1)

| <b>Policy/Regulation Number</b> | <b>Policy/Regulation Title</b>                           |
|---------------------------------|--|
| P 2270                          | Religion in Schools                                      |
| P 2431.3                        | Heat Participation Policy for Student-Athlete Safety (M) |
| P 2622                          | Student Assessment (M)                                   |
| P&R 5111                        | Eligibility of Resident/Nonresident Students (M)         |
| P&R 5200                        | Attendance (M)   |
| P&R 5320                        | Immunization   |
| P&R 5330.04                     | Administering an Opioid Antidote (M)                     |
| P&R 5610                        | Suspension (M)   |
| P 5620                          | Expulsion (M)  |
| P&R 8320                        | Personnel Records (M)                                    |
| P 8561                          | Procurement Procedures for School Nutrition Programs (M) |

MOTION: Ms. Caruso Walker SECOND: Mr. Warnet VOTE: 9-0

D. Students

1. Resolved: The BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying in the Month of March.

MOTION: Mr. Warnet SECOND: Ms. Flynn VOTE: 9-0

VII. Business Administrator/Board Secretary's Report

A. Approval to Delete Stale Dated Checks

Resolved: That the Board approve the deletion of the following stale dated checks from the Bradley Beach Grammar School Account ending in 0186.

| Check Date | Check Number | Check Amount |
|------------|--------------|--------------|
| 1/11/2019  | 5579         | \$266.25     |
| 4/08/2019  | 5618         | 68.29        |
| 4/18/2019  | 5629         | 79.98        |

MOTION: Ms. Sacci                      SECOND: Mrs. Merenda                      VOTE: 9-0

B. Approval of Business Administrator/Board Secretary's Financial Report

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending March 31, 2021 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-B)

MOTION: Ms. Sacci                      SECOND: Mrs. Merenda                      VOTE: 9-0

C. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending March 31, 2021 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-C)

MOTION: Ms. Sacci                      SECOND: Mrs. Merenda                      VOTE: 9-0

D. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of March 31, 2021, 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: Ms. Sacci                      SECOND: Mrs. Merenda                      VOTE: 9-0

E. Approval of Budget Transfers (2020/2021)

Resolved: That the Board approve the 2020/2021 budget transfers as listed on Attachment VII-E.

MOTION: Ms. Sacci                      SECOND: Mrs. Merenda                      VOTE: 9-0

F. Approval of March 2021 Payroll

Resolved: That the Board approve the March 2021 gross payroll in the amount of \$387,232.43.

MOTION: Ms. Sacci                      SECOND: Mrs. Merenda                      VOTE: 9-0

G. Approval of Bills Payment

Resolved: That the Board approve payment of the April 20, 2021 regular bills list and as certified and approved. (Attachment VII-G)

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

VIII. Old Business

Dr. Franks stated that she had a shared service discussion with the Avon Board President and the Belmar Superintendent.

IX. New Business – None

X. Committee Reports

Ms. Devane stated that the curriculum/community relations committee met and discussed the following items: the hiring of a math consultant, the summer jumpstart program, the review of the social studies curriculum, the instrumental music program, and the mentor program.

XI. President's Report

Dr. Franks stated that she is continuing to attend the Neptune Board of Education meetings. She also stated that there will be a parent ESL virtual meeting, and that the performing arts program will be performing the musical, Rent, from April 29 through May 1.

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 8:43 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary