

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

**OFFICIAL MINUTES**

**Regular Meeting**  
**August 16, 2022**

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:06 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:       Ms. Caruso Walker                               Mrs. Merenda  
                  Ms. Davis arrived at 7:23 p.m.       Ms. Sacci  
                  Ms. Devane                                       Ms. Shu Hofsess  
                  Ms. Flynn                                        Dr. Franks  
                  Dr. Hayes, Interim Superintendent/Principal  
                  Mr. Tonzola, Business Administrator/Board Secretary

Absent:        Mrs. Carlucci

IV. Superintendent's Report

President. Franks began the workshop session of the meeting by calling for an executive session at 7:08 p.m. to discuss personnel issues.

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

MOTION:    Ms. Caruso Walker       SECOND:    Ms. Flynn       VOTE:     7-0

Public Workshop Reconvened

On a motion made by Mrs. Merenda, and seconded by Ms. Sacci, the Board reconvened into the workshop session at 7:31 p.m.

Superintendent's Report

Dr. Franks continued the workshop session by turning the meeting over to Dr. Margaret Hayes to review her agenda items with the Board, particularly the personnel issues, the new curriculum, and the adoption of the new curriculum.

Dr. Franks wanted to note that the Board accepts the resignation with regret of Mr. Scott Taylor and wishes him success in his future endeavors.

Afterward, Mr. Tonzola reviewed his agenda items with the Board, mainly the approval of the collective bargaining agreement between the Bradley Beach Board of Education and the Bradley Beach Education Association, the nonpublic transportation aid, and the inter-fund transfer from fund 11 to fund 20.

On a unanimous voice vote the workshop portion of the meeting adjourned at 8:05 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Franks at 8:06 p.m.

Roll Call

Present: Ms. Caruso Walker Mrs. Merenda  
Ms. Davis Ms. Sacci  
Ms. Devane Ms. Shu Hofsess  
Ms. Flynn Dr. Franks  
Dr. Hayes, Interim Superintendent/Principal  
Mr. Tonzola, Business Administrator/Board Secretary

Absent: Mrs. Carlucci

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Special Meeting – July 12, 2022  
Confidential Executive Sessions – July 12, 2022

MOTION: Mrs. Merenda SECOND: Ms. Flynn VOTE: 7-0  
Ms. Davis abstained

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Resolved: That the Board approve the Minutes of:  
  
Special Meeting – July 13, 2022  
Confidential Executive Sessions – July 13, 2022

MOTION: Mrs. Merenda SECOND: Ms. Sacci VOTE: 6-0  
Ms. Davis abstained  
Ms. Shu Hofsess abstained

Resolved: That the Board approve the Minutes of:  
  
Special Meeting – July 14, 2022  
Confidential Executive Sessions – July 14, 2022

MOTION: Mrs. Merenda SECOND: Ms. Flynn VOTE: 6-0  
Ms. Davis abstained  
Ms. Shu Hofsess abstained

Resolved: That the Board approve the Minutes of:  
  
Regular Meeting – July 19, 2022  
Confidential Executive Sessions – July 19, 2022

MOTION: Mrs. Merenda SECOND: Ms. Flynn VOTE: 8-0

Resolved: That the Board approve the Minutes of:  
  
Special Meeting – July 21, 2022  
Confidential Executive Sessions – July 21, 2022

MOTION: Ms. Caruso Walker SECOND: Ms. Sacci VOTE: 8-0

Resolved: That the Board approve the Minutes of:  
  
Special Meeting – July 22, 2022  
Confidential Executive Sessions – July 22, 2022

MOTION: Ms. Davis SECOND: Ms. Sacci VOTE: 8-0

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board accept, with regret, the letter of resignation, of Mr. Scott Taylor, Mathematics Teacher, effective August 31, 2022. (Attachment VI-A.1)

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2. Resolved: That the Board approve a change in cooperating teacher for Haley Coleman, a student at Monmouth University, approved on 7/19/2022 to complete her Yearlong Clinical Practice for 2022/2023. Ms. Coleman's cooperating teacher will now be Isabel Segoviano (first grade), not Cara Vilardi (grade 5/6 ELA). During the first semester, the teacher candidate will complete a minimum of 100 hours in the placement (approximately 10 hours/week). The second semester will be full-time 5 days/week student teaching.
3. Resolved: That the Board approve the appointment of Riley Finegan, a student at Monmouth University, to complete her Yearlong Clinical Practice for 2022/2023 under the direction of cooperating teacher Kristin Goldsworthy (grade four). During the first semester, the teacher candidate will complete a minimum of 100 hours in the placement (approximately 10 hours/week). The second semester will be full-time 5 days/week student teaching.
4. Resolved: That the Board approve the appointment of the following Cafeteria Aides for the 2022/2023 school year, at a rate of \$14.46 per hour. [B]
  - Tatiana Mincencova
  - Carmen Torres
  - Dawn Stiles (pending Criminal Background History Clearance)
5. Resolved: That the Board approve the appointment of the following substitute teachers for the 2022/2023 school year, at a rate of \$100.00 per day: [B]
  - Aurilio, Alyssa
  - Guito, Frances
  - Moir, Stephanie
  - O'Neill, Katelyn
  - Rosenthal, Deborah
  - Osterman, Emily
  - Randall-Goodwin, William
  - Carroll, Parker
  - Schwerthoffer, Lauren
  - Pilger, Bruce (Pending Criminal History Background Clearance)
6. Resolved: That the Board approve the appointment of the following substitute nurses for the 2022/2023 school year, at a rate of \$125.00 per day: [B]
  - Neiberlien, Lynn
  - Printon, Kathleen
  - Ruane, Eileen
  - Ryder, Joanne
  - Achong, Rosemary
  - Contella, Filomena
7. Resolved: That the Board approve the appointment of Megan Jardine as an Elementary Special Education Teacher for the 2022/2023 school year, salary guide BA step 2, (\$55,700), per the negotiated contract agreement. [B]

8. Resolved: That the Board approve the appointment of Vicki Curran to the position of Guidance Counselor for the 2022/2023 school year, salary guide MA step 5, (\$63,200), per the negotiated contract agreement. [B]
9. Resolved: That the Board approve the appointment of Daniel Grothues to the position of Physical Education and Health Teacher for the 2022/2023 school year, salary guide BA step 4, (\$58,400), per the negotiated agreement and pro-rated per start date TBD. [B]
10. Resolved: That the Board approve the appointment of Christina Loucel to the position of Leave Replacement Elementary School Teacher for Amanda Silverstein, Grade 3, Special Education Teacher (on Maternity Leave) from September 1, 2022 and ending on October 6, 2022, at a prorated rate of salary guide BA step 0, (\$54,200), per the negotiated contract agreement. [B]
11. Resolved: That the Board approve the following appointments in the New Jersey/District School Information System:

<b>Position</b>	<b>Name</b>
Anti-Bullying Coordinator	Mrs. Alison Zylinski
District Homeless Education Liaison	Mrs. Alison Zylinski
Intervention and Referral Services Coordinator	Mrs. Alison Zylinski
District Professional Development Chair	Dr. Margaret W. Hayes
State Testing Coordinator	Dr. Margaret W. Hayes
District NCLB Coordinator (ESSA)	Dr. Margaret W. Hayes
District Anti-Bullying Specialist	Mrs. Alison Zylinski
District Educational Stability Liaison	Mrs. Alison Zylinski
District Bilingual/ESL/ELS Point of Contact	Mrs. Alison Zylinski
NJSMART Point of Contact	Ms. Ruth Ramirez
School Safety Specialist	TBD

12. Resolved: That the Board approve the following educational service providers for the 2022/2023 school year: [B]

<b>Provider</b>	<b>Address</b>	<b>Service</b>	<b>22/23 Cost</b>
Sandra Fields Kuhn	West Long Branch Speech & Hearing Ctr 223 Monmouth Rd. West Long Branch NJ 07764	Auditory Testing & Reports	TAP (Central Auditory Processing Eval.) \$560  CAE (Hearing Eval.) \$275
Keelam Kharod Sell, MD	The Milestones Center 65 Mechanic Street Suite L3 Red Bank, NJ 07701 (new address)	Developmental Behavioral Pediatrician	\$575/Eval
Dr. Noah Gilson	Neurology Specialists of Mon County, NJ Suite 110 107 Monomouth Rd. West Long Branch, NJ 07764	Neurological Consultations & Reports	\$440/Eval.

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Dr. Ankur Desai	Premium Psychiatry Svcs. Of Central Jersey, LLC 901 W Main St # 367 Freehold, NJ 07728	Psychiatric Evaluations & Reports	\$650/Eval.
The Learning Tree Multicultural/Multilingual Evaluation and Consulting, Inc.	18 Sheppard Place, Suite G Edison, NJ 08817 (908) 754-8593 Fax: 908-754-8597 learningtreenj@yahoo.com	Multicultural/Multilingual Evaluations and Consulting	All Spanish Evals: \$800 All Other Languages: \$850
NeurAbilities: A Member of CNNH NeuroHealth	1451 NJ-34 #201 Wall Township, NJ 07727	Neurological Consultations & Reports	\$660 Neurological/ Developmental Evaluation \$2,750 Neuropsychological Testing 3,300 On-Site Neurological and Developmental Evals. (5 evals/day) \$96/hr Behavior Services (FBA approx. 10 hours)
Dr. Alison Smoller	Developmental Pediatrics of Central Jersey 1806 Highway 35 South, Suite 107 Oakhurst, NJ 07755	Neurological Consultations & Reports	\$650/Developmental Eval + addit. \$600 for ASD eval..
Aida I. Piereria	60 Crine Road Colts Neck, NJ 07722 7324063361/7329462785 aidasp14@yahoo.com	Bilingual Speech Evaluations	\$575/Bilingual Eval. \$125 per hr/meetings \$125 per hr/consult
Monica Peter	Bilingual Evaluation Services, LLC 732-693-3008	Bilingual Psychological Evaluation	\$495/English Eval. \$525 Bilingual Eval
MOESC Child Study Team Services	900 Hope Road Tinton Falls, NJ 07712	Social, Psychological Educational, Speech, and Occupational Evaluations	\$375/ per Eval. (Social, Psych, Educ.) \$650/per Bilingual Eval. \$375/Speech Eval. \$375/OT / PT Eval.
Joan Bruno, Ph.D., CCC-SLP joanbruno@CTR-NJ.com	Communication Technology Resources LLC 1 Scenic Drive #1405 Highlands, NJ 07732 732-737-4298 joanbruno@CTR-NJ.com <a href="http://www.CTR-NJ.com">www.CTR-NJ.com</a> <a href="http://www.gatewaytolanguageandlearning.com">www.gatewaytolanguageandlearning.com</a>	Communication Device Assessments and Consultation	\$600 for two hr. AAC eval. \$ 40 per 1/2 hour of travel \$140/hr. consult fee
Acelero Learning Monmouth/Middlesex Co., Inc.	310 Augusta Street South Amboy, NJ 08879	Master Teacher Consulting	\$500/month

13. 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
Alison Zylinski	8/24/2022	STRONGE Annual Inter-Rater Reliability and Recertification Training	Virtual	\$195
Michael Heidelberg	9/14/2022 9/21/2022 9/28/2022	STRONGE Annual Regional Fall New Administrator Training	Virtual	\$585

MOTION: Mrs. Merenda SECOND: Ms. Flynn VOTE: 8-0

14. Resolved: That the Board approve the appointment of Morgan Maclearie-Gonzalez to the position of Supervisor of Curriculum and Instruction, effective (date TBD) through June 30, 2023, at a prorated salary of \$110,000. [B]

MOTION: Mrs. Merenda SECOND: Ms. Flynn VOTE: 8-0

B. Curriculum

- Resolved: That the Board approve the adoption of the myWorld Interactive Social Studies Program for grades K-4 published by Savvas Learning Company, copyright 2019. (Cost of \$6,743.46 for the 2022-2023 school year includes the student license bundle, consumable texts, and two teacher’s editions per grade level.) [B]
- Resolved: That the Board approve the adoption of the following Curricula as recommended by the Board Curriculum Committee:

Health and Physical Education, Grades K – 8  
Social Studies, Grades K-8  
Civics, Grade 7  
Financial Literacy, Grades 6 and 8  
World Language, Grades K-8

MOTION: Ms. Caruso Walker SECOND: Ms. Sacchi VOTE: 8-0

C. Policy

- Resolved: That the Board approve the following Policy for second reading and adoption: (Attachment VI-C.1)

<b>Policy/Regulation Number</b>	<b>Policy/Regulation Title</b>
P 5512	Harassment, Intimidation, and Bullying (M) (Revised)

2. Resolved: That the Board approve the following Policies and Regulations for first reading:  
(Attachment VI-C.2)

<b>Policy/Regulation Number</b>	<b>Policy/Regulation Title</b>
P 1648.15	Recordkeeping for Healthcare Settings in School Buildings – COVID-19 (M) (New)
P 2415.04	Title I – District – Wide Parent and Family Engagement (M) (Revised)
P 2415.50	Title I – School Parent and Family Engagement (M) (New)
P 2417	Student Intervention and Referral Services (M) (Revised)
P 3161	Examination for Cause (Revised)
P 4161	Examination for Cause (Revised)
P & R 7410	Maintenance and Repair (M) (Revised)
P 8420	Emergency and Crisis Situations (M) (Revised)
P & R 9320	Cooperation with Law Enforcement Agencies (M) (Revised)

3. Resolved: That the Board abolish the following policy:

<b>Policy/Regulation Number</b>	<b>Policy/Regulation Title</b>
P 1648.14	Safety Plan for Healthcare Settings in School Buildings COVID-19 (M) (Abolished)

4. Resolved: That the Board approve the Stronge Teacher and Leader Effectiveness Performance Evaluation System for staff evaluation for the 2022/2023 school year.
5. Resolved: That the Board approve the Bradley Beach School District Mentoring Plan for the 2022/2023 school year. (Attachment VI-C.5)
6. Resolved: That the Board approve the Bradley Beach School District Professional Development Plan for the 2022/2023 school year. (Attachment VI-C.6)

MOTION: Ms. Caruso Walker SECOND: Ms. Flynn VOTE: 8-0

D. Students

1. Resolved: The BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying in the Month of July 2022.

MOTION: Ms. Caruso Walker SECOND: Ms. Davis VOTE: 8-0

VII. Business Administrator/Board Secretary’s Report

A. Approval of Attendance at NJSBA 2022 Workshop and Exhibition October 24<sup>th</sup> – 26<sup>th</sup> 2022

Resolved: That the Board approve the attendance of the following board members and administrators to the annual New Jersey School Boards Association Conference, which will be held October 24<sup>th</sup> – 26<sup>th</sup> at the Atlantic City Convention Center, Atlantic City, NJ, at a total travel cost not to exceed \$4,768. [B]

Name	Registration Amount	Travel: Hotel (Not to Exceed)	Travel: Meals & Incidentals per GSA Rates (Not to Exceed)	Travel: Mileage per State OMB .47 rate (Not to Exceed)	Travel: Tolls/Parking Receipts Needed (Not to Exceed)
Barbara Carlucci	\$ 183.33	\$0.00	\$0.00	\$ 154.00	\$ 60.00
Roseann Caruso Walker	183.33	0.00	0.00	154.00	60.00
April Davis	183.33	0.00	0.00	154.00	60.00
Bridget Devane	183.33	0.00	0.00	154.00	60.00
Liza Flynn	183.33	0.00	0.00	154.00	60.00
Elizabeth Franks	183.33	0.00	0.00	154.00	60.00
Margaret Merenda	183.33	0.00	0.00	154.00	60.00
Felicia Sacci	183.33	0.00	0.00	154.00	60.00
Joanne Shu Hofsess	183.33	0.00	0.00	154.00	60.00
Salvatore Catalano	183.34	0.00	0.00	154.00	60.00
Michael Heidelberg	183.34	0.00	0.00	154.00	60.00
David Tonzola	183.35	0.00	0.00	154.00	60.00
<b>Total</b>	\$2,200.00	\$0.00	\$0.00	\$1,848.00	\$720.00

MOTION: Ms. Sacci SECOND: Ms. Davis VOTE: 8-0

B. Approval of the Collective Bargaining Agreement Between the Bradley Beach Board of Education and the Bradley Beach Education Association

Resolved: That the Board approve the three year collective bargaining agreement between the Bradley Beach Board of Education and the Bradley Beach Education Association. (Attachment VII-B)

MOTION: Ms. Sacci SECOND: Ms. Davis VOTE: 8-0

C. Approval of Nonpublic School Transportation Aid (2021/2022 School Year)

Resolved: That the Board accept 2021/2022 State Nonpublic Transportation Aid in the amount of \$3,751. (Attachment VII-C)

MOTION: Ms. Sacci SECOND: Ms. Davis VOTE: 8-0

D. Approval of Use of School Building – Bradley Beach Parent Teacher Association (PTA)

Resolved: That the Board approve the use of the Bradley Beach Elementary School and school grounds by the Bradley Beach Parent Teacher Association (PTA) on Friday, September 16, 2022 as per Attachment VII-D.

MOTION: Ms. Sacci SECOND: Ms. Davis VOTE: 8-0

E. Approval of Use of School Building – Bradley Beach Parent Teacher Association (PTA)

Resolved: That the Board approve the use of the Bradley Beach Elementary School and school grounds by the Bradley Beach Parent Teacher Association (PTA) for monthly meetings as per Attachment VII-E.

MOTION: Ms. Sacci SECOND: Ms. Davis VOTE: 8-0

F. Approval of Inter-Fund Transfer from Fund 11 to Fund 20

Resolved: That the Board approve the \$83,142 inter-fund transfer from account code 11-105-100-936-00 to account 20-5200 as per the 2022/2023 school budget approved May 3, 2022.

MOTION: Ms. Sacci SECOND: Ms. Davis VOTE: 8-0

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 July 31, 2022 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-G)

MOTION: Ms. Sacci SECOND: Ms. Davis VOTE: 8-0

H. Approval of Treasurer’s Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending July 31, 2022 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: Ms. Sacci SECOND: Ms. Davis VOTE: 8-0

I. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23A-16.10(c)3, we certify that as of July 31, 2022, 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:23A-16.10(c)3; that no line item appropriation is in violation of N.J.A.C. 6A:23A-16.10(c)3,

and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: Ms. Sacci                      SECOND: Ms. Davis                      VOTE: 8-0

J. Approval of Budget Transfers (2022/2023)

Resolved: That the Board approve the 2022/2023 budget transfers as listed on Attachment VII-J.

MOTION: Ms. Sacci                      SECOND: Ms. Davis                      VOTE: 8-0

K. Approval of July 2022 Payroll

Resolved: That the Board approve the July 2022 gross payroll in the amount of \$89,300.49.

MOTION: Ms. Sacci                      SECOND: Ms. Davis                      VOTE: 8-0

L. Approval of Bills Payment

Resolved: That the Board approve payment of the August 16, 2022 regular bills list and as certified and approved. (Attachment VII-L)

MOTION: Mrs. Merenda                      SECOND: Ms. Davis                      VOTE: 8-0

VIII. Old Business – None

IX. New Business

Mrs. Merenda wanted to share her appreciation for the staff and former students who helped conduct the recently held volleyball program, RallyCap, which was run during the summer.

X. Committee Reports

Ms. Sacci stated that the curriculum and community relations committee met. The committee reviewed all the curriculum that was being approved at tonight's meeting.

Ms. Caruso Walker stated that the personnel/policy committee met to discuss the policies on tonight's agenda.

Ms. Shu Hofsess stated that the finance committee received the agenda items to review via email.

XI. President's Report

Dr. Franks wanted to thank the Board for their hard work in the superintendent search process and to welcome Mr. Heidelberg to the Bradley Beach community.

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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 8:15 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary