

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

OFFICIAL MINUTES

Regular Meeting
February 23, 2023

I. Call To Order/ Open Public Meetings Act

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:02 p.m. by President Franks at the school, 515 Brinley Avenue, Bradley Beach, NJ.

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.

II. Flag Salute/Roll Call

Present: Mr. Carrea Ms. Flynn
 Ms. Caruso Walker Ms. Sacci
 Ms. Davis Ms. Walleston
 Ms. Devane Dr. Franks
 Mr. Heidelberg, Superintendent/Principal
 Mr. Tonzola, Business Administrator/Board Secretary

III. Discussion Items

Dr. Franks called the meeting to order and wished to acknowledge Ms. Bridget Devane for being named as one of Senator Weinberg's 2023 Women's Power List recipients. After recognizing Ms. Devane, Dr. Franks turned the meeting over to Mr. Heidelberg. Mr. Heidelberg recognized all of the second marking period High Honor Roll recipients. Each High Honor Roll student was presented with a certificate, and was recognized on the stage. After the presentation of High Honor Roll students, Mr. Heidelberg introduced Mr. Chris Bodeker from the auditing firm, Holman, Frenia, Allison, P.C. Mr. Bodeker presented the fiscal year 2022 audit. Mr. Bodeker spoke about the independent auditor's report, the internal control report, and the single audit report. Mr. Bodeker stated that the district received an unqualified opinion and that no recommendations/findings warranted a corrective action plan. Mr. Bodeker discussed the amounts in each district's reserve account and fund balance.

IV. Student Representative Report

After the independent auditor's report, the Board received the student representative report from Jean Pierre Arias Alape. Mr. Arias Alape discussed the events since the last Board of Education meeting.

The topics of discussion included:

The events surrounding Black History Month
The season finales for both the boys' and girls' basketball teams

Family Fun Night
The 5th through 8th-grade winter dance
The upcoming N.J. Devils Hockey Night
The upcoming Kids' Heart Challenge

V. Committee Reports

Ms. Sacci reviewed the curriculum and community relations committee report with the Board. Items discussed were the mid-term algebra results, changing the Title I program from target to school-wide, and the updates needed for E.L.A. and math curriculums this summer.

Mr. Carrea went over the finance and facilities committee report with the Board. First, Mr. Carrea thanked the Board for allowing the new table layout. Next, Mr. Carrea reviewed the main takeaways from the finance and facilities meeting. Mr. Carrea stated that the audit report and the issuance of no findings or recommendations is the result of hard work from the business office staff. Mr. Carrea commented on the two motions concerning M-OESC and the opportunity that it allows for the Board for cost-sharing initiatives. Mr. Carrea also informed the Board that the committee discussed the 2023/2024 budget process and the assumptions planned for creating the next fiscal year's budget.

Ms. Caruso Walker reviewed the personnel and policy committee meeting report with the Board. Items reviewed were the policies on tonight's agenda, the 2023/2024 calendar draft, and personnel matters.

Superintendent's Report

Mr. Heidelberg reviewed the I-READY diagnostic testing to see how the students performed. The I-READY results were from both E.L.A. and Math.

Mr. Heidelberg recognized and discussed the events the school celebrated during Black History Month, the implementation of the D.A.R.E. program, the 100th-day celebration of school, and the school-wide professional development day held on February 17th. Mr. Heidelberg also discussed the upcoming events: the N.J. Devils event, the upcoming talent show, and the 8th-grade visit to Neptune High School.

Executive Session

President Franks called for an Executive Session at 7:58 p.m. to discuss student matters.

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

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

Public Workshop Reconvened

On a motion made by Mr. Carrea, and seconded by Ms. Devane, the Board reconvened into the workshop session at 8:10 p.m.

After the executive session, Mr. Heidelberg reviewed his agenda items with the Board. In particular, Mr. Heidelberg reviewed the personnel items and the policies. Mr. Carrea discussed

Regular Meeting
February 23, 2023

his recommendation for Policy 0164 and the movement of the approval of the minutes to be placed after the regular meeting. Mr. Carrea suggested subsections for the minutes and agenda action items under the regular meeting heading. Mr. Carrea also inquired about adding the school's mission statement to the agenda.

Before reviewing his agenda items with the Board, Mr. Tonzola reminded the Board to complete their financial disclosure forms. Moreover, Mr. Tonzola reminded those Board members who must complete mandatory training sessions to do so before December 31, 2023. Mr. Tonzola then reviewed his agenda items with the Board.

On a unanimous voice vote the workshop portion of the meeting adjourned at 8:45 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Franks at 8:46 p.m.

Present: Mr. Carrea Ms. Flynn
Ms. Caruso Walker Ms. Sacci
Ms. Davis Ms. Walleston
Ms. Devane Dr. Franks
Mr. Heidelberg, Superintendent/Principal
Mr. Tonzola, Business Administrator/Board Secretary

VI. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – December 20, 2022
Confidential Executive Session – December 20, 2022

MOTION: Ms. Flynn SECOND: Ms. Davis VOTE: 5-0-3
Mr. Carrea abstained
Ms. Caruso Walker abstained
Ms. Walleston abstained

Resolved: That the Board approve the Minutes of:

Regular Meeting – January 24, 2023
Confidential Executive Session – January 24, 2023

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

VII. Superintendent's Report

A. Personnel

Note: All appointments of district staff are contingent upon satisfying the requirements of the New Jersey Criminal History Background Check Status

1. Resolved: That the Board approve the resignations, with regret, of the following staff members: (Attachment VII-A.1)

Staff Member	Effective Date
Ms. Miranda Saryian	3/20/23
Ms. Amanda Bialek	3/20/23

2. Resolved: That the Board rescind the appointment of Ms. Miranda Saryian for the stipend position of Girls Softball for the 2022/2023 school year effective immediately.
3. Resolved: That the Board rescind the appointment of Ms. Amanda Bialek for the stipend position of Garden Club for the 2022/2023 school year effective immediately.
4. Resolved: That the Board approve the following personnel for stipend positions for the 2022/2023 school year as agreed in the BBEA Collective Bargaining Agreement, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B/G]

Position	Staff Member(s)	Payment
Boys Baseball	Mr. D. Grothues	\$3,576.00
Girls Softball (split stipend)	Ms. N. Covert	\$1,788.00
	Ms. J. Acerra	\$1,788.00
Drama Club	Ms. M. Zaccaro	\$2,795.00
Garden Club [G]	Mr. K Cosgrove	\$45.00 per hour, at a total cost not to exceed \$2,795.00

Note: Grant funds to be used: ARP ESSER Beyond the School Day Grant, account code 20-490-100-100-00.

5. Resolved: That the Board approve the appointment of the following substitute for the 2022/2023 school year, at a rate of \$100 per day: [B]
- Sheryl Fordin
6. Resolved: That the Board approve the following teachers for the Period A/B Before/After School Targeted Assistance Program (\$45 per hour for 1.5 hours weekly) from March 1, 2023 to May 12, 2023 (excluding school days with 1:00 p.m. dismissal), under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [G]
- Ms. A. Fox
- Note: Grant funds to be used: ARP ESSER Beyond the School Day Grant, account code 20-490-100-101-00-AB.
7. Resolved: That the Board retroactively approve the following teachers to conduct mandated home visits outside of their contracted day, as part of the District Preschool Operational plan for the 2022/2023 school year, at a rate of \$45 per hour, under the supervision of Ms. Alison Zylinski, Director of Special Services: [B]
- Ms. M. Finch
 - Ms. L. Degnan
8. 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
Hilary Karpoff	4-19-23	Best, Powerful Co-Teaching Strategies to Strengthen Student Success	Virtual	\$279
Mary McClatchey	3-1-23	The Eye of the Storm: How the School Nurse Can Work with Key Stakeholders to Promote a Safe and Healthy School Environment	Virtual	\$125
Courtney Hammell	4-24-23	Proven Ways to Help Students Master Math Facts & Mental Math Skills	Virtual	\$279
Kathryn Skribner	3-13-23	Helping Your Struggling Readers Become More Successful Readers: Targeted Interventions That Work	Virtual	\$159
Daniel Grothues	5-18-23	NJ DOE School Behavioral Threat Assessment And Management	Virtual	\$0
Donna Maggio	3-16-23	Just-In-Time Math Interventions	Virtual	\$279
Anya Angeloni	3-24-23	2023 Good Ideas Conference	Brookdale Community College	\$0

Regular Meeting
February 23, 2023

Julie Ferwerda	3-7-23	Speech and Language Pathologist Meeting	Spring Lake Heights School	\$0
Julie Ferwerda	Date TBD	The Assistive Technology Association	Virtual	\$475
Julie Ferwerda	3-8-23	A Roadmap for the AAC Journey	Virtual	\$150
Paul Mulligan	2-24-23	Shore Consortium Meeting	Spring Lake Elementary Spring Lake, NJ	\$0

9. Resolved: That the Board approve the following Brookdale Community College student observers as follows for the Spring semester: (Attachment VII-A.9)

- 25 Hours of field observation with Mrs. Cara Vilardi:
Jake Hollander
- 25 Hours of field observation with Mrs. Laurel Degnan:
Anna Marasco
- 25 Hours of field observation with Mrs. Isabel Segoviano:
Anna Marasco

10. Resolved: That the Board approve the appointment of Ms. Patricia Velazquez-Orlando as the Home School Liaison, effective March 1, 2023, paid at the rate of \$45.00 an hour, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent. (Attachment VII-A.10) [T]

11. Resolved: That the Board approve the appointment of Ms. Nancy Nakovick to the position of middle school math teacher, replacing Ms. Miranda Saryian for the 2022/2023 school year, effective on or about March 1, 2023, at a salary of \$56,900 (MA/BA+30, Step 0) prorated per start date, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent. (Attachment VII-A.11) [B]

12. Resolved: That the Board approve the following staff as a school lunch aide at a salary of \$14.46 per hour, effective on or about March 1, 2023, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: (Attachment VII-A.12) [B]

- Ms. Heather Andersen

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

B. Students

1. Resolved: That the Board approve the following 2022/2023 student field trips that provide community onsite learning aligning with the New Jersey Student Learning Standards: [B]

Regular Meeting
February 23, 2023

Date	Grade	Location	Cost	Bus
2/03/23	8th	Neptune High School 55 Neptune Blvd. Neptune City, NJ 07753	\$0	\$480 St. George
3/17/23	2nd	Planetarium at OCC 1 College Dr. Toms River, NJ 08754	\$175	\$250 First Student
3/21/23	Music/All	Devils Game at Prudential Center Newark, NJ	TBD -Tickets for Chaperones	\$ 3,313.18 US COACH
3/29/23	All Middle School	Planetarium at OCC 1 College Dr. Toms River, NJ 08754	\$594	\$280 First Group
4/25/23	6th	NJ SEA Grant Consortium 22 Magruder Rd. Highlands, NJ 07732	\$325	\$500 St. George
5/01/23	5th	MAST 305 MAST Way Highlands, NJ 07732	\$0	\$325 First Group
5/30/23	4th	NJ State House 125 W State St. Trenton, NJ 08608	\$0	\$325 First Group
5/31/23	7th	National Constitution Center 525 Arch St. Philadelphia, PA 19106	\$300	\$2,310 Klarr

2. Resolved: That the BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying, with no investigations in the Month of February 2023.

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

C. Policy

1. Resolved: That the Board approve the following Bradley Beach Board of Education Goals for the 2022/2023 school year:

Goal 1: Planning Continue to review and monitor district's goals and objectives through committee and Board meetings. (Will include a process for dissemination of committee meeting agenda and minutes to all board members. Will also include investigating committee structures and identifying a recommendation for the board.)

Goal 2: Board Superintendent Relationships Continue to build this relationship through regular dialogue on goals and feedback.

Goal 3: Board and Community Participate in, develop and implement the strategic planning process.

Goal 4: Policy Develop a schedule for policy review to ensure our practices are congruent with our policies and review/revise in an ongoing manner.

2. Resolved: That the Board approve the following Bradley Beach District Goals for the 2022/2023 school year:

Goal 1: Student Achievement In collaboration with the administration, continue to schedule regular presentations/reports on instructional programs/achievement data, disaggregated where possible by demographics, and identify and address the needs of our students.

Goal 2: Strategic Planning Develop and implement the Strategic Plan.

3. Resolved: That the Board approve the following Policies and Regulations for a first reading: (Attachment VII-C.3)

Policy/Regulation Number	Policy/Regulation Title
P 0164	Conduct of Board Meeting

4. Resolved: That the Board approve the following Policies and Regulations for a second reading and adoption: (Attachment VII-C.4)

Policy/Regulation Number	Policy/Regulation Title
P 1648.11	The Road Forward COVID-19 - Health and Safety (M) (Abolished)
P 1648.13	School Employee Vaccination Requirements (M) (Abolished)
P 0152	Board Officers (Revised)
P 0161	Call, Adjournment, and Cancellation (Revised)
P 0162	Notice of Board Meetings (Revised)
P 2425	Emergency Virtual or Remote Instruction Program (M) (Revised)
R 2425	Emergency Virtual or Remote Instruction Program (M) (New)
P & R 5200	Attendance (M) (Revised)
P 8140	Student Enrollments (M) (Revised)
R 8140	Enrollment Accounting (M) (Revised)
P & R 8330	Student Records (M) (Revised)
R 8420.2	Bomb Threats (M) (Revised)
R 8420.7	Lockdown Procedures (M) (Revised)
R 8420.10	Active Shooter (M) (Revised)
P 2415.05	Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)

P 9560	Administration of School Surveys (M)
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MOTION: Ms. Sacci SECOND: Ms. Davis VOTE: 8-0

VIII. Business Administrator/Board Secretary's Report

Board Secretary's Monthly Certification

That pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I David Tonzola, Business Administrator/Board Secretary does hereby certify that as of January 31, 2023 no line item account has encumbrances and expenditures, which in total exceed the line items appropriations in violation of N.J.A.C. 6A:23A-16.10(c) 4.

David Tonzola
School Business Administrator/Board Secretary

Payroll Certification

The School Business Administrator/Board Secretary reports, in compliance with N.J.S.A. 18A:19-1b, that he has certified the following January amounts:

January 13, 2023	\$209,684.15
January 30, 2023	\$201,538.05

A. Approval of Acceptance of the 2021/2022 Audit

Resolved: That the Board accept the Annual Comprehensive Financial Report (ACFR) and single audit as prepared by Holman, Frenia & Allison, P.C. for the fiscal year July 1, 2021 through June 30, 2022. (Attachment VIII-A)

Note: There are no audit findings of noncompliance, nor recommendations, per the Annual Comprehensive Financial Report (ACFR) and Auditor's Management Report (AMR).

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

B. Approval of Contract with Monmouth-Ocean Educational Services Commission

Resolved: That the Board approve the following resolution:

WHEREAS, the Bradley Beach Board of Education has a need to transport special education, nonpublic, public and vocational school students to specific destinations.

WHEREAS, The Monmouth-Ocean Educational Services Commission offers coordinated transportation services.

WHEREAS, The Monmouth-Ocean Educational Services Commission will organize and schedule routes to achieve the maximum cost effectiveness.

NOW THEREFORE BE IT RESOLVED, that in consideration of prorated contract costs calculated by the billing formula adopted by the Monmouth-Ocean Educational Services Commission, plus an administrative fee of five and a half percent (5.5%), the Bradley Beach Board of Education shall pay the Monmouth-Ocean Educational Services Commission for transportation services rendered. Said formula shall be based on the number of students and a per pupil mile ratio encumbering any special requirements specified by the participating district. This agreement and obligations and requirements therein shall be in effect between July 1, 2023 to June 30, 2028. (Attachment VIII-B) [B]

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

C. Approval to Enter Into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission

Resolved: That the Board approve the following resolution:

WHEREAS, N.J.S.A. 40A:11-11 (5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, on February 23, 2023 the governing body of the Bradley Beach Board of Educaiton, County of Monmouth, State of New Jersey, pursuant to N.J.A.C 5:34-7.6 (a), duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW THEREFORE BE IT RESOLVED, this resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Monmouth-Ocean Educational Services Commission (MOESC),

Pursuant to the provisions of N.J.S.A. 40A:11-11(5) and N.J.A.C 5:34-7.6 (a), the School Business Adminsitrator is hereby authorized to enter into a Cooperative Pricing Agreement with Monmouth-Ocean Educational Services Commission (MOESC), the Lead Agency.

The Lead Agency shall comply with the Public School Contracts Law (N.J.S.A. 18A:18A-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

This resolution shall take effect immediately upon passage. (Attachment VIII-C)

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

D. Approval to Accept Drum Set

Resolved: That the Board graciously approve the acceptance of one drum set from Alison and Tyge Fitzmaurice to be used in the Bradley Beach Elementary School music program.

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

E. Rescind Appointment of Board Member

Resolved: That the Board rescind the January 24, 2023 appointment of Board Member, Tammy Giordano, to the Bradley Beach Board of Education, effective February 7, 2023.

MOTION: Ms. Davis SECOND: Ms. Caruso Walker 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 January 31, 2023 is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. (Attachment VIII-F)

MOTION: Ms. Davis SECOND: Ms. Caruso Walker 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 January 31, 2023 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 VIII-G)

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

H. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23A-16.10(c)3, we certify that as of January 31, 2023, 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. Davis SECOND: Ms. Caruso Walker VOTE: 8-0

I. Approval of Budget Transfers (2022/2023)

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

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

J. Approval of January 2023 Payroll

Resolved: That the Board approve the January 2023 gross payroll in the amount of \$411,222.20.

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

K. Approval of Bills Payment

Resolved: That the Board approve payment of the February 23, 2023 regular bills list and as certified and approved. (Attachment VIII-K)

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

IX. Old Business

Dr. Franks thanked the committee chairs for their hard work with the submission of the committee meeting minutes.

X. New Business

Ms. Flynn stated that there would be an 8h-grade fundraising event at D'Arcy's Tavern on March 1, 2023.

XI. President's Report

Dr. Franks said she would like to set up a Board Retreat this summer.

Dr. Franks commented on her attendance at the Monmouth County School Boards Association meeting.

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only) – None

XIV. Executive Session (if required) – None

Regular Meeting
February 23, 2023

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:53 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary