

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

OFFICIAL MINUTES

Regular Meeting
October 18, 2022

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 7:04 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: Mrs. Carlucci Ms. Flynn
 Ms. Caruso Walker Ms. Sacci
 Ms. Davis Ms. Shu Hofsess
 Ms. Devane Dr. Franks
 Mr. Heidelberg, Superintendent/Principal
 Mr. Tonzola, Business Administrator/Board Secretary

Absent: Mrs. Merenda

III. Superintendent's Report

Mr. Heidelberg began the workshop session by conducting for the Board a presentation of the 2021/2022 NJSLA and ACCESS Sores. First, Mr. Heidelberg went over the scoring for math, showing a comparison between the district scores and the state scores, scores for multilingual learners, and special education data. Next, Mr. Heidelberg talked about the current curriculum and instruction focus for mathematics. Next, Mr. Heidelberg spoke about the ELA scores, comparing the district scores to the state, scores for multilingual learners, and the current ELA curriculum and instruction focus. Moreover, Mr. Heidelberg discussed one of the district's internal assessments, i-Ready, to measure student growth. Mr. Heidelberg stated that the i-Ready diagnostic is taken three times a year. Furthermore, Mr. Heidelberg compared the NJSLA scores and i-Ready assessments to the Board. Lastly, Mr. Heidelberg reviewed the Access Data and the six proficiency levels.

IV. Student Representative Report

After Mr. Heidelberg's presentation, the Board received the student representative report from student Nora Weber. Ms. Weber gave the Board an overview of the events that have taken place in the school over the last month. Some of the events discussed were the Bus Load of Books event, the boys and girls soccer season, the start of the Start Strong assessment, fire prevention week, and the fall dance.

Superintendent's Report

Before going over his agenda items, Mr. Heidelberg discussed the Bus Load of Books event, the new online policy directory, school violence and awareness week, a brief overview of the school security plan, and the upcoming donation that the Bradley Beach Fire Department will be making towards the eighth grade Washington D.C. trip. Mr. Heidelberg recognized those stakeholders who helped the district receive Bronze Certification for Sustainable Jersey. The stakeholders recognized were: Ms. Fox, Ms. Dizefalo, Ms. Soriano, Ms. Grady, Ms. D'Amore, Mr. Cosgrove, Ms. Jardine, Dr. Franks, Ms. Sauer, Ms. Bialek, Ms. Shu Hoffsess, Ms. Skribner, and Ms. Devane.

Executive Session

President Franks called for an Executive Session at 7:41 p.m. to discuss student matters.

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

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

Public Workshop Reconvened

On a motion made by Ms. Davis, and seconded by Ms. Sacci, the Board reconvened into the workshop session at 8:25 p.m.

Superintendent's Report

After the executive session, Mr. Heidelberg reviewed his agenda items with the Board, particularly the personnel and curriculum agenda items.

Afterward, Mr. Tonzola discussed his agenda items with the Board. First, Mr. Tonzola discussed the Three Year Comprehensive Maintenance Plan and the Required Maintenance Budget Amount – Form M-1. Next, Mr. Tonzola informed the Board of those maintenance projects anticipated to be funded out of the 2022-2023 school budget. Lastly, Mr. Tonzola stated that the Board should continue to make deposits into its maintenance reserve during the budget development or at the end of the fiscal year.

On a unanimous voice vote the workshop portion of the meeting adjourned at 9:09 p.m.

Regular Meeting

The Regular Public Meeting was called to order by President Franks at 9:10 p.m.

Roll Call

Present:	Mrs. Carlucci	Ms. Flynn
	Ms. Caruso Walker	Ms. Sacci
	Ms. Davis	Ms. Shu Hofsess
	Ms. Devane	Dr. Franks

Mr. Heidelberg, Superintendent/Principal
Mr. Tonzola, Business Administrator/Board Secretary

Absent: Mrs. Merenda

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – September 20, 2022
Confidential Executive Sessions – September 20, 2022

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

VI. 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 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]

Position	Staff Member(s)	Payment
Boys Baseball	Mr. D. Grothues	\$3,576.00

2. Resolved: That the Board approve the appointment of the following substitute teacher for the 2022/2023 school year, at a rate of \$100.00 per day, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent:

- Ms. Joanne Papaiani

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(s)	Date(s) of Event	Name/Title of Professional Training	Location	Cost
Amanda Bialek	11-30-22 1-25-23	Climate Change Workshop Series	Raritan Valley Community College	\$250
Ashley Fox, Courtney Hammell	10-20-22	AMTNJ Fall Conference	Crowne Plaza Princeton Conference Center	\$209

Regular Meeting
October 18, 2022

Jessica Whitman	12-02-22	Inclusion Leadership Conference	Cherry Hill, NJ	\$175
Emilee D'Angelo	12-01-22	Helping Struggling Readers Become More Successful Readers	Online	\$279
Amanda Bialek, Kathryn Skribner Heather Sauer	10-25-22	NJSBA Workshop	Atlantic City, NJ	(\$146.67 Each) Total \$440.01

4. Resolved: That the Board approve the following clinical practice placements for the 2022/23 school year, under the supervision of Ms. Morgan Maclearie-Gonzalez, Director of Curriculum and Instruction:

Name	University	Cooperating Teacher	Timeline
Ms. Cecelia Lacovara	Monmouth University	Ms. A. Bialek	October - December 2022

5. Resolved: That the Board accept, with regret, the resignation of Ms. Reveka Bojic-Medic, School Secretary effective, October 28, 2022. (Attachment VI-A.5)
6. Resolved: That the Board approve the appointment of Ms. Reveka Bojic-Medic, as a substitute School Secretary, effective October 28, 2022, paid at the per diem rate of \$100 per day, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent.
7. Resolved: That the Board rescind the appointment of Ms. Jennifer Bennett, Preschool Paraprofessional, retroactive to October 3, 2022.
8. Resolved: That the Board approve the appointment of Ms. Maria Panetta to the position of Paraprofessional, replacing Ms. Jennifer Bennett, assigned to the Pre-K program for the 2022/23 school year, effective October 19, 2022, at a salary of \$26,876 prorated per start date, under the supervision of Mrs. Alison Zylinski, Director of Special Services and Mr. Michael Heidelberg, Principal / Superintendent. (Attachment VI-A.8) [B]
9. Resolved: That the Board approve the appointment of Ms. Melanie McCarthy, Administrative Assistant to the Superintendent / Principal, replacing Ms. Ruth Ramirez, for the 2022/23 school year, effective October 19, 2022, at a salary of \$46,000 prorated per start date, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent. (Attachment VI-A.9) [B]

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

B. Curriculum

1. Resolved: That the Board approve the current written curriculum guides, textbooks, and e-textbooks for grades PreK-12 until such time as revisions, additions and/or deletions presented

to the Board of Education for adoption for the 2022/23 school year, under the supervision of Ms. Morgan Maclearie-Gonzalez, Director of Curriculum and Instruction and Mr. Michael Heidelberg, Principal / Superintendent.

2. Resolved: That the Board approve the Annual Preschool Operational Plan Update for the 2023/24 school year to be provided to the Division of Early Childhood Services under the supervision of Mrs. Alison Zylinski, Director of Special Services and Mr. Michael Heidelberg, Principal / Superintendent. (Attachment VI-B.2)
3. Resolved: That the Board approve the Anti-Bullying Bill of Rights School Self-Assessment for the 2021/22 School Year. (Attachment VI-B.3)

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

C. Policy

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

Policy/Regulation Number	Policy/Regulation Title
P 5512	Harassment, Intimidation, Or Bullying

2. Resolved: That the Board approve the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials for the 2022/23 school year. (Attachment VI-C.2)

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

D. Students

1. Resolved: That the BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying, with one (1) investigation in the Month of October 2022.
2. 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]

Date	Grade	Location	Cost	Bus
10/19/22	PreK	Allaire Community Park 4265 Atlantic Ave. Farmingdale, NJ 07727	\$476	\$200
5/31/23	7th	Philadelphia: Independence Hall, National Constitution Center, Museum	\$350	\$1,900

		of American Revolution, Franklin Print Shop		
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MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 8-0

VII. Business Administrator/Board Secretary's Report

A. Approval of Revised Three-Year Comprehensive Maintenance Plan

Resolved: That the Board approve the following resolution:

WHEREAS, the Department of Education requires New Jersey School Districts to have three-year maintenance plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the school facilities of the Bradley Beach Board of Education are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities safe for use or in their original condition and keep their system warranties valid, and

NOW, THEREFORE, BE IT RESOLVED that the Bradley Beach Board of Education hereby authorizes the Business Administrator/Board Secretary to submit the attached Three-Year Comprehensive Maintenance Plan for the Bradley Beach Board of Education in compliance with Department of Education requirements. Said plan is on file for public inspection in the Office of the Business Administrator/Board Secretary. (Attachment VII-A)

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

B. Approval of Annual Required Maintenance Budget Amount – Form M-1

Resolved: That the Board approve Form M-1, Annual Maintenance Budget Amount Worksheet, required per N.J.A.C. 6:24. (Attachment VII-B)

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

C. Approval of the Acceptance FY 2022 Elementary and Secondary Education (ESEA) Formula Grant Carry-Over Funds

Resolved: That the Board approve the acceptance of the FY 2022 ESEA Carry-Over funds in the following amount:

Program Name	Carry-Over Amount
Title IIA	\$3,747.13
Title IV	6,375.00

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

D. Approval to Delete Stale Dated Check

Resolved: That the Board approve the deletion of the following stale dated check from the Bradley Beach School Account ending in 0089:

Check Date	Check Number	Check Amount
10/15/2021	37223	\$67.60

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

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

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending September 30, 2022 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-E)

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

F. Approval of Treasurer's Financial Report

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

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

G. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23A-16.10(c)3, we certify that as of September 30, 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. Caruso Walker SECOND: Ms. Sacci VOTE: 8-0

H. Approval of Budget Transfers (2022/2023)

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

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

I. Approval of September 2022 Payroll

Resolved: That the Board approve the September 2022 gross payroll in the amount of \$395,277.35.

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

J. Approval of Bills Payment

Resolved: That the Board approve payment of the October 18, 2022 regular bills list and as certified and approved. (Attachment VII-J)

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

VIII. Old Business – None

IX. New Business

Dr. Franks asked the Board to please complete the Board self-evaluation by the end of the month.

X. Committee Reports

Ms. Sacci gave the Board an overview of the curriculum committee meeting.

Ms. Caruso Walker gave the Board an overview of the personnel and policy meeting.

Ms. Shu Hofsess gave the Board an overview of the finance/facilities meeting.

Ms. Flynn gave the Board the Neptune Township Representative Report and a summary of PTA activities that will be coming up.

XI. President's Report – None

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only)

Ms. Skribner, 39 Garfield Avenue, Avon, inquired about the upcoming American Education Week activities.

Ms. D'Amore, 500 Ocean Park Avenue, Bradley Beach, asked about future sustainable grants.

Regular Meeting
October 18, 2022

XIV. Executive Session (if required) – None

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 9:14 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary