

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

OFFICIAL MINUTES

Regular Meeting
September 19, 2023

Bradley Beach Mission Statement

The mission of the Bradley Beach Elementary School is to provide a supportive learning environment to a diverse student community, where student success is defined through the demonstration of academic, emotional, and social growth. Our students will develop critical thinking skills to become valued members in today's society, while mastering the skills necessary to pursue future educational achievement.

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:01 p.m. by President Franks at the school, 515 Brinley Avenue, Bradley Beach, NJ.

II. Roll Call

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

III. Announcement of Notice – 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.

IV. Flag Salute

V. Discussion Items

Dr. Franks called the meeting to order and welcomed the Board to tonight's meeting. Dr. Franks then turned the meeting over to Mr. Heidelberg. Mr. Heidelberg recognized Mrs. Alison Zylinski for receiving the New Jersey Coalition for Inclusive Education Award. Mr. Heidelberg stated that Mrs. Zylinski was one of two state award recipients. Mr. Heidelberg showed the video from NJCIE, which highlighted Mrs. Zylinski's achievements in inclusivity. Mr. Heidelberg turned the meeting over to Mrs. Morgan Maclearie-Gonzalez and Ms. Liza Flynn to speak about their experiences working with Mrs. Zylinski.

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After Mrs. Zylinski's recognition, Mr. Heidelberg then went over the ACCESS scores. The scores are for multi-lingual learners and are based on four levels. Mr. Heidelberg also went over the number of students who exited the program.

VI. President's Report

1. Dr. Franks congratulated Mrs. Alison Zylinski.
2. Dr. Franks recognized the Parent Teacher Association and the Mexican Independence Day celebration on September 15, 2023.
3. Dr. Franks stated that the Bradley Beach Education Foundation is now active.

VII. Student Representative's Report

The Board received the student representative report from sixth grader, Krystal Juraez Guzman. Ms. Juraez Guzman discussed the following items:

1. The opening of the school
2. The Back to school assembly
3. The school's first lockdown and fire drills
4. The beginning of the fall sports season and the start of the co-curricular activities
5. The AVID program
6. The Breakfast before the bell program
7. The SOLE Program
8. The Mexican Independence Day Celebration
9. The Book Fair
10. The upcoming Back to School Night

VIII. Superintendent's Report

Mr. Heidelberg welcomed everyone back. Mr. Heidelberg thanked all the Board members for their hard work during the summer, including the teachers, non-instructional staff, and PTA. Mr. Heidelberg informed the Board that the staff held professional development sessions during the first two days of school, that the new AVID program is running smoothly, and that school security drills have already occurred.

IX. Committee Reports

Ms. Sacci stated that the curriculum committee met and discussed the progress of the standard-based report cards, the start of the AVID program, the math coach, and the updating of those policies that deal with curriculum and instruction.

Mr. Carrea stated that the finance and facilities committee met and that the main takeaway was that the committee recommends and approves all the business-related items on tonight's agenda. Mr. Carrea stated that most of the meeting centered on discussing the grants being approved at tonight's meeting. Other items discussed were the expanded chart of accounts and the approval of the proposal to conduct a facilities study by the district's architect of record. Mr. Carrea stated that the word, college, should be

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removed from page 4 of the proposal and that a deadline should be established for the report's completion. (During the workshop session, it was established to add a completion date on the proposal and purchase order. The completion date was agreed upon to be June 1, 2024). Mr. Carrea also stated that the committee decided to waive the custodial and facilities fees for using the facilities by the Bradley Beach Arts Council. Mr. Carrea noted that using the facilities was an excellent example of creating a good working relationship with the town. Other items discussed were the board goals, the status of the rebid HVAC project, the discovery of two broken sections in boiler 2, and the updated policies for the upcoming QSAC audit.

Ms. Caruso-Walker went over the personal and policy committee report. Ms. Caruso-Walker stated that the committee reviewed the policies and personnel items on tonight's agenda. They discussed the need for a bus drill, the five-year strategic plan, and the Uniform State Memorandum of Agreement between Education and Law Enforcement Officials (MOA).

X. Public Comments – Agenda Items Only – None

XI. Executive Session

President Franks called for an Executive Session at 7:43 p.m. to discuss student matters.

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

MOTION: Ms. Flynn SECOND: Ms. Sacci VOTE: 9-0

Public Workshop Reconvened

On a motion made by Ms. Caruso Walker, and seconded by Ms. Flynn, the Board reconvened into the workshop session at 8:02 p.m.

XII. Workshop Agenda Items

Mr. Heidelberg reviewed his agenda items with the Board, particularly the policies.

After Mr. Heidelberg's report, Dr. Franks turned the meeting over to Mr. Tonzola. Before reviewing his agenda items with the Board, Mr. Tonzola reminded those Board members who must complete mandatory training sessions for the upcoming calendar year. Mr. Tonzola reviewed the ARP ESSER amendment and the timeline for the rebid of the HVAC project.

On a unanimous voice vote the workshop portion of the meeting adjourned at 8:34 p.m.

XIII. Regular Meeting

The Regular Public Meeting was called to order by President Franks at 8:35 p.m.

Present: Mr. Carrea Ms. Sacci
Ms. Caruso Walker Ms. Walleston
Ms. Davis Ms. Weinberg
Ms. Devane Dr. Franks

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

XIV. Approval of Minutes

Approval of Meeting Minutes – The superintendent recommends:

Resolved: That the Board approve the Minutes of:

Regular Meeting – August 15, 2023

MOTION: Ms. Devane SECOND: Ms. Sacchi VOTE: 9-0

XV. Regular Meeting – Superintendent

A. Personnel – The superintendent recommends:

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 teachers for the Period A/B Academy Targeted Assistance Program (\$45 per hour for 1.5 hours weekly) during the 2023/2024 school year (excluding school days with 1:00 pm dismissal), under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [G]

- Ms. Courtney Hammell
- Ms. Hilary Karpoff

Note: Grant funds to be paid out of federal funds account code 20-490-100-101-00-AB ARP ESSER Beyond the School Day sub-grant.

2. Resolved: That the Board ratify the appointment of Ms. Deirdre Cahill as an ESL Teacher for the 2023/2024 school year, salary guide step 1, (MA, \$57,825), per the negotiated contract agreement, replacing Ms. Christina Boyle, under the supervision of Mr. Michael Heidelberg, Superintendent / Principal. (Attachment XV-A.2) [B]

3. Resolved: That the Board approve the following teacher/mentor pairing and the stipends associated with the mentor program, which will be paid by the employee:

- Ms. D. Cahill (CE) with Ms. H. Karpoff at a cost of \$550

4. Resolved: That the Board ratify the appointment of Ms. Julie Ellner as a Middle School Math Teacher / Teacher of Students with Disabilities for the 2023/2024 school year, at a start date on or before October 17th, 2023, Salary guide step 7, (BA +30, \$68,325), per the negotiated contract agreement, replacing Ms. Emilee D'Angelo, under the supervision of Mr. Michael Heidelberg, Superintendent / Principal. (Attachment XV-A.4) [B]

5. Resolved: That the Board approve the appointment of the following substitute teachers for the 2023/2024 school year, at a rate of \$100.00 per day, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]

- Mrs. Margaret Azzarella
- Mr. William Barrett Jr.
- Ms. Diane Dimperio
- Ms. Debra Holcombe
- Mr. George Joseph
- Mr. Dean Lamberti
- Ms. Jessica Hunter

6. Resolved: That the Board approve the appointment of the following lunch aides for the 2023/2024 school year, at a rate of \$17.50 per hour, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]

- Ms. Marcia Falcon Cruz
- Ms. Tetiana Dmytryshyn

7. Resolved: That the Board ratify the appointment of the following breakfast aides for the 2023/2024 school year, at a rate of \$17.50 per hour, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]

- Ms. Maria Panetta
- Ms. Rosita Guzman (Substitute)

8. Resolved: That the Board approve the appointment of Ms. Rosita Guzman, Preschool Paraprofessional, replacing Ms. Jessica Hunter, at a salary of \$27,831 starting September 20th, 2023, under the supervision of Mrs. Alison Zylinski, Director of Special Services and Mr. Michael Heidelberg, Principal / Superintendent. [B]

9. Resolved: That the Board ratify the appointment of Ms. Joanne Papaiani, Part-time Preschool Paraprofessional, a new position to support the Pre-K program, at a salary of \$13,915.50 for the 2023/2024 school year, under the supervision of Mrs. Alison Zylinski, Director of Special Services and Mr. Michael Heidelberg, Principal / Superintendent. [G/T]

Note: Grant funds to be paid out of federal funds account code 20-487-100-106-00 ARP ESSER. Total amount of salary paid out of ARP ESSER is \$4,552.65 or 32.72% of salary.

10. Resolved: That the Board approve the following staff to serve as translators as needed, paid at the contractual rate of \$45.00 per hour, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]

- Seeham Seham Neshiewat
- Tatiana Mincencova

- Anya Angeloni

11. Resolved: That the Board approve the following personnel for yearly stipend positions for the 2023/2024 school year, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent:

Position	Staff Member(s)	Payment
Green Team Coordinators	Ms. Heather Sauer Ms. Ashley Fox	\$45.00 Per Hour, at a total cost not to exceed \$2,894.00 [G]
Musical Director	Mr. Anthony LeProtto	\$3,320.00 [B]

Note: Grant funds to be paid out of federal funds account code 20-490-100-100-00 ARP ESSER Beyond the School Day sub-grant.

12. Resolved: That the Board approve the following staff member salary adjustment, effective October 1, 2023, as a result of the completion of coursework, which was completed at an accredited university. [T]

Name	Previous Salary Level	New Salary Level
Ms. Ashley Fox	\$76,325 (Step 10, MA)	\$79,025 (Step10 MA + 30)

13. Resolved: That the Board approve Catherine Forsyth, Monmouth University Student, for a 50-hour field placement with Heather Sauer in the Fall 2023 semester.

14. Resolved: That the Board approve Chloe Lehrfeld, Monmouth University Student, for a 75-hour field placement with Heather Sauer in the Fall 2023 semester.

15. 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
Alisa Guzzi	10-18-23	Intervention and Referral Services (I&RS) Team Training - October 2023	Zoom	\$178
Cara Vilardi	10-18-23	Intervention and Referral Services (I&RS) Team Training - October 2023	Zoom	\$178
Ashley Fox	10-20-23	AMTNJ Fall Conference	Brookdale Community College	\$215
Courtney Hammell	10-20-23	AMTNJ Fall Conference	Brookdale Community College	\$215

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Megan Jardine	10-20-23	AMTNJ Fall Conference	Brookdale Community College	\$215
Julie Ferwerda	9-29-23	Assessment & Treatment of ELL for Speech Language Specialist	Stockton University	\$178
Paul Mulligan	10-10-23	Gifted and Talented Sharefest	The College of New Jersey	\$ 20
Heather Sauer	10-8-23 10-9-23	Champions for Science,	Virtual	\$ 65
Anya Angeloni	10-13-23	NJ School Counselor	Pines Manor, Edison, NJ	\$199
Amy Roth	1-24-24	Tools of the Mind - Preschool Mastery	Virtual	<i>Included in Tools of the Mind Contract</i>
Amanda Schutzbank	10-25-23 1-10-24 3-13-24	Tools of the Mind- Preschool Year 1 Fundamentals	Virtual	<i>Included in Tools of the Mind Contract</i>
Laurel Degnan	1-24-24	Tools of the Mind - Preschool Mastery	Virtual	<i>Included in Tools of the Mind Contract</i>

16. Resolved: That the Board ratify the appointment of Mr. Dyshon Day, Substitute School Custodian, at a rate of \$17.50 per hour, at a start date of September 20th, 2023, under the supervision of Mr. David Tonzola, Business Administrator and Mr. Michael Heidelberg, Principal / Superintendent. (Attachment XV-A.16) [T]

MOTION: Ms. Caruso Walker SECOND: Ms. Sacci VOTE: 9-0

B. Curriculum – The superintendent recommends:

1. Resolved: That the Board approve the curriculum for the courses and integrated book lists offered at the Bradley Beach School District for the 2023/2024 school year. The course list is available via the Genesis Parent Portal.
2. Resolved: That the Board approve curriculum documents for the following courses:

Course	Grade Level
Visual and Performing Arts	K-8
Health	K-8
Physical Education	K-8
Morning Meeting	K-8
English Language Arts	K-8

Algebra I	8
Grade 6 Accelerated Math	6
Grade 7 Accelerated Math	7
Mathematics	K-8
Social Studies	K-8
Science	K-8

MOTION: Ms. Sacci SECOND: Ms. Caruso Walker VOTE: 9-0

C. Policy – The superintendent recommends:

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

Policy/Regulation Number	Policy/Regulation Title
P & R 2624	Grading System
P & R 5420	Reporting Pupil Progress

- Resolved: That the Board approve the following Policies and Regulations for a first reading and / or abolishment. (Attachment XV-C.2)

Policy/Regulation Number	Policy/Regulation Title
P 1400	Job Descriptions (M) (ABOLISHED)
P 1400	Job Descriptions (M)
P 2220	Adoption of Courses (M) (ABOLISHED)
P 2220	Adoption of Courses (M)
P 2461	Special Education Receiving Schools (M) (ABOLISHED)
P 3244	In Service Training (M) (ABOLISHED)
P 3440	Job Expenses (ABOLISHED)

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P 4440	Job Expenses -(ABOLISHED)
P 5550	Disaffected Students (M) (ABOLISHED)
P 5550	Disaffected Students (M)
P 5752	Marital Status and Pregnancy (M) -(ABOLISHED)
P 5752	Marital Status and Pregnancy (M)
P 6340	Multiple Year Contracts (ABOLISHED)
P 6340	Multiple Year Contracts
P 7430	School Safety (M) ABOLISHED
P 8660	Transportation by Private Vehicle (M) -(ABOLISHED)
P 8660	Transportation by Private Vehicle (M)
P 9110	Quality Assurance Annual Report (M) (ABOLISHED)
P 9322	Drug Free Zone (M) (ABOLISHED)
R 2432	School Sponsored Publications (M) (ABOLISHED)
R 3244	In Service Training (M) (ABOLISHED)
R 5512	Harassment, Intimidation or Bullying Investigation Procedure (M) (ABOLISHED)
R 7430	School Safety (M) (ABOLISHED)

P 2431	Athletic Competition (M)
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3. Resolved: That the Board approve and accept the 5 Year Strategic Plan, outlining the district's vision, mission, goals, and strategies to ensure continuous growth and achievement for all students and staff members from school year 2023 to 2028. (Attachment XV-C.3)
4. Resolved: That the Board approve and endorse the Board of Education Goals for the 2023/2024 school year to ensure effective leadership and support for the entire educational community. (Attachment XV-C.4)

Motion Removed (Motion was removed from the agenda by Mr. Heidelberg, Superintendent)

5. Resolved: That the Board approve and accept the District Goals for the 2023/2024 school year, derived from the 5 Year Strategic Plan, outlining the operational and administrative objectives to ensure continuous advancement, growth, and achievement for all staff and students. (Attachment XV-C.5)
6. Resolved: That the Board approve the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials (MOA). (Attachment XV-C.6)

MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 9-0

Note: Resolution XV-C.4 was removed from the agenda by Mr. Heidelberg

D. Students – The superintendent recommends:

1. Resolved: The BBES Bullying Specialist reports 1 incident of Harassment, Intimidation, and Bullying, with one (1) investigation in the Month of September, 2023.
2. Resolved: On Friday, September 15, 2023, Bradley Beach School District conducted a bus evacuation drill. The drill began at 9:30 am and concluded at 10:30 am. The drill was conducted at Bradley Beach Elementary School for all students. There is no specific route number for the route, as Bradley Beach School District is a walking district. The drill was supervised by Mr. Michael Heidelberg, Superintendent / Principal. (Attachment XV-D.2)
3. Resolved: That the Board approve the following 2023/2024 student field trips that provide community onsite learning aligning with the New Jersey Student Learning Standards:

Date	Grade	Location	Cost	Bus
4-24-23	7	Philadelphia, PA	\$270	TBD
10-11-23	Pre K	Allaire Community Farm	\$441	\$275 (First Student)

4. Resolved: That the Board approve the following tuition students for the 2023/2024 school year:

- Student # 2432 – Grade 8
- Student # 2619 – Grade 6
- Student # 2960 – Grade K

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 9-0

XVI. Regular Meeting – Business Administrator/Board Secretary

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 August 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 August amounts:

August 15, 2023 \$61,796.72
August 30, 2023 \$66,642.64

A. The Superintendent Recommends the Approval of the Submission of the American Rescue Plan Act of 2021 – Elementary and Secondary Schools Emergency Relief Fund (ARP-ESSER) Grant Amendment

Resolved: That the Board approve the submission of the American Rescue Plan Act of 2021 – Elementary and Secondary Schools Emergency Relief Fund (ARP-ESSER) Grant Amendment.

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

B. The Superintendent Recommends the Approval of the FY 2023 Elementary and Secondary Education (ESEA) Formula Grant Carry-Over Application

Resolved: That the Board approve the submission of the FY 2023 ESEA Title Carry-Over Application in the following amounts:

Program Name	Carry-Over Amount
Title IA	\$ 0.00
Title I SIA	0.00
Title IIA	4,932.00
Title IIA	321.00
Title IV	4,283.00

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

C. The Superintendent Recommends the Approval of the FY 2023 Individuals with Disabilities Education Act (IDEA) Formula Grant Carry-Over Application

Resolved: That the Board approve the submission of the FY 2023 IDEA Basic Carry-Over Application in the following amount:

Program Name	Carry-Over Amount
IDEA Basic	\$6,398.52

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

D. The Superintendent Recommends the Approval of Salaries to be Funded by Federal Grants: FY 2024 IDEA

Resolved: That the Board approve the following salaries to be charged to the following federal grants: [G]

Name	Salary	Account Code	Federal Grant	Percentage of Salary
Stephanie Soriano	\$33,000.00	20-250-100-101-00	IDEA Basic	56.10%
Traci Rankel	27,831.00	20-250-100-106-00	IDEA Basic	100.00%
Nichole Covert	27,831.00	20-250-100-106-00	IDEA Basic	100.00%
Laurel Degan	1,750.00	20-252-100-101-00	IDEA Preschool	2.02%

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

E. The Superintendent Recommends the Approval of Salaries to be Funded by Federal Grants: FY 2024 Elementary and Secondary Education (ESEA) Formula Grants

Resolved: That the Board approve the following salaries to be charged to the following federal grants: [G]

Name	Salary	Account Code	Federal Grant	Percentage of Salary
Alisa Guzzi	\$49,220.00	20-231-100-101.00	ESEA Title I	100.00%
Lucia Newberry	20,250.00	20-231-100-101.00	ESEA Title I	28.06%

Lucia Newberry	5,247.00	20-241-100-101-00	ESEA Title III	7.27%
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MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

F. The Superintendent Recommends the Approval of Salaries to be Funded by Federal Grants: FY 2024 American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER III) Formula Grant Funds Authorized by the American Rescue Plan Act

Resolved: That the Board approve the following salaries to be charged to the following federal grants: [G]

Name	Salary	Account Code	Federal Grant	Percentage of Salary
Lisa D'Amore	61,525.00	20-487-100-101-00	ARP ESSER III	100.00%
Kevin Cosgrove	97,775.00	20-487-100-101-00	ARP ESSER III	100.00%
Donna Taylor	27,831.00	20-487-100-106-00	ARP ESSER III	100.00%
Julie Ferwerda	15,792.00	20-487-200-104-00	ARP ESSER III	19.00%
Anya Angeloni	4,360.35	20-483-200-110-00	ARP ESSER III Mental Health	6.38%

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

G. The Superintendent Recommends the Approval of Expanded Uniform Minimum Chart of Accounts for 2023/2024 School Year

Resolved: That the Board adopt the expanded Uniform Minimum Chart of Accounts for New Jersey Public Schools for the 2023/2024 School Year. (Attachment XVI-G)

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

H. The Superintendent Recommends the Approval of Architectural Proposal for Professional Services to Prepare a Facilities Assessment Report

Resolved: That the Board approve the architectural proposal submitted by Di Cara Rubino Architects to perform professional services to prepare a facilities assessment report. The total cost of this proposal is \$15,000 with an additional fee of \$3,000 to update the district's Long Range Facility Plan for a total cost of \$18,000. (Attachment XVI-H) [B]

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

I. The Superintendent Recommends the Approval of Use of School Building – Bradley Beach Arts Council

Resolved: That the Board approve the use of the Bradley Beach Elementary School by the Bradley Beach Arts Council, as per Attachment XVI-I. Facilities fees and custodial fee will be waived. (Attachment XVI-I)

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

J. The Superintendent Recommends the Approval of Donation from Donors Choose

Resolved: That the Board approve the generous donation from Donors Choose of a photo printer and various support materials. The estimated value of this donation is \$445.00.

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

K. The Superintendent Recommends the Approval of Monetary Donation from the Bradley Beach Business Community Alliance (BBBCA)

Resolved: That the Board approve the generous donation from the Bradley Beach Business Community Alliance (BBBCA) in the amount of \$100.00 to be used for the district's PBSIS SOLE Initiative. Further, more that the Board authorize the Business Administrator to create budget account code 20-001-200-600-24-BA and 20-001-200-800-24-BA as well as revenue account code 20-1000-001-24 to account for this transaction.

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

L. The Superintendent Recommends the Approval of Donation from The Local Fix Foundation

Resolved: That the Board approve the generous donation from the Local Fix Foundation for school supplies including composition notebooks, pencils, crayons and glue sticks.

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

M. The Superintendent Recommends the Approval of Business Administrator/Board Secretary's Financial Report

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending August 31, 2023 is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. (Attachment XVI-M)

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

N. The Superintendent Recommends the Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending August 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 XVI-N)

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

O. The Superintendent Recommends the Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23A-16.10(c)3 I, David Tonzola, Business Administrator/Board Secretary, do hereby certify that as of August 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)4, that no line item appropriation is in violation of N.J.A.C. 6A:23A-16.10(c)4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

P. The Superintendent Recommends the Approval of Budget Transfers (2023/2024)

Resolved: That the Board approve the 2023/2024 budget transfers as listed on Attachment XVI-P.

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

Q. The Superintendent Recommends the Approval of August 2023 Payroll

Resolved: That the Board approve the August 2023 gross payroll in the amount of \$128,439.36.

MOTION: Mr. Carrea SECOND: Ms. Davis VOTE: 9-0

R. The Superintendent Recommends the Approval of Bills Payment

Resolved: That the Board approve payment of the September 19, 2023 regular bills list and as certified and approved. (Attachment XVI-R)

MOTION: Ms. Flynn SECOND: Ms. Sacci VOTE: 9-0

XVII. Regular Meeting – Old Business

Dr. Franks stated that the Monmouth County School Boards meeting will be upcoming.

XVIII. Regular Meeting – New Business

Ms. Flynn said she attended the Neptune Township High School Back-to-School Night.

XIX. Public Comments – None

XX. Executive Session (if needed) – None

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XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:39 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary