

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

OFFICIAL MINUTES

Regular Public Meeting
October 21, 2008

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:02 p.m. by Vice President Migdon 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 New Coaster*, and posted in the school in a place reserved for this kind of notice.

III. Roll Call /Flag Salute

Present:	Mrs. Baker	Mr. Johnson
	Mrs. Feeley	Mr. Mandina
	Mr. Gerdes	Mr. Migdon
	Mr. Gorry	Mrs. McClymont
	Dr. Turner, Superintendent/Principal	
	David Tonzola, Business Administrator/Board Secretary	

Absent: Mr. Charette

Presentation

Mr. Robert Allison, from the auditing firm, Hutchins, Farrell, Meyer & Allison, P.A. gave a presentation on the fiscal year 2008 audit. Mr. Allison stated that the district received an unqualified opinion and that there were no recommendations/findings that warranted a corrective action plan.

Superintendent's Report

Following the audit presentation, Dr. Turner reviewed his agenda items. Dr. Turner began his review of his agenda items with a power point presentation on the student results from the 2008 New Jersey Assessment of Skills and Knowledge. Dr. Turner pointed out to the Board that a great deal of progress has been made over a five year period; and although only a few testing areas did not meet the state average, overall the district performed very well. Furthermore, Dr. Turner was happy to announce that two grade levels, 7th grade math and 8th grade science, scored 100% proficient/advanced proficient on their respective assessments.

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Afterwards, Mr. Tonzola reviewed his agenda items. Mr. Tonzola wanted to thank both Josephine Palmieri and Sandy Lampinen for their help with the audit. The audit was earlier than normal this year in preparation of the district's QSAC review, and both Mrs. Palmieri and Mrs. Lampinen helped in the preparation of both reviews. Furthermore, Mr. Tonzola informed the Board of the problem with the hot water temperature serving two (2) hand sinks in the newly created bathrooms and one (1) class room sink in the basic skills room. All three sinks exceed the code mandated maximum temperature requirement of 110 degrees. This is caused by the fact that the sinks are fed from a 140 degree hot water line that runs directly from the water heater and also feeds the kitchen food preparation sink. There are two options and we have the prices from the contractor for both: option 1- install thermostatic mixing valves at each of the hand wash sinks and the basic skills room at a cost of \$6,390.96, or option 2- install a new hot water heater just for the kitchen area at a cost of \$7,606.62. The facilities committee will meet to make a recommendation to the full Board.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:50 p.m.

Regular Meeting

The Regular Public Meeting was called to order by Vice President Migdon at 7:51 p.m.

Roll Call

Present: Mrs. Baker Mr. Johnson
Mrs. Feeley Mr. Mandina
Mr. Gerdes Mr. Migdon
Mr. Gorry Mrs. McClymont
Dr. Turner, Superintendent/Principal
David Tonzola, Business Administrator/Board Secretary

Absent: Mr. Charette

IV. Minutes

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Public Meeting – September 16, 2008

MOTION: Mrs. Baker SECOND: Mrs. McClymont VOTE: 7-0-1
Mr. Gerdes Abstained

V. Superintendent's Report

Presentation - Student Achievement

A presentation of student results from the 2008 administration of the New Jersey Assessment of Skills and Knowledge.

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A. Personnel

1. Resolved: That the Board approve the appointment of the following staff to conduct, coach and provide leadership for the following student extracurricular activities at the specified stipend rate as negotiated in the collective agreement with the Bradley Beach Education Association: [B]

Girls' Basketball Jason Smith (50%)
 Kristin Bower (50%)

Drama Club Marjorie Zaccaro

2. Resolved: That the Board approve the appointment of the following substitute teachers for the 2008-2009 school year: [B]

Jillian Doherty
William Kerwin
Beth Serafi
Jamie Kunert
Donna Jefferys, Substitute School Nurse
Rhoda J. Gillet, Substitute School Nurse
Mary Murphy, Substitute School Nurse

Note: Substitute teachers are paid \$75.00 per day.

3. Resolved: That the Board approve the appointment of the following staff to provide extra assistance to students outside of the contract day (morning 8:00-8:40 am; lunchtime; and/or after school 3:20-4:00 pm) at the specified stipend rate as negotiated in the collective agreement with the Bradley Beach Education Association: [G]

Sandy Delopoulos Barbara O'Rourke
Julie Gross Michelle Sprengel
Gail Mayer Ronnie Walerzak
Karen O'Boyle

Discussion: Mrs. Baker asked if there is a student staff member ratio for the extra help sessions. Dr. Turner informed the board that students are identified who need extra help in a subject area. There is no set ratio of teacher to student for the extra help sessions.

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
Samuel Bullock	10/24/08	Right to Know Refresher Training	Tinton Falls, NJ	\$ 50.00
Barbara O'Rourke	10/28/08	Revised Bilingual/ESL Administrative Code Presentation	Monroe Township, NJ	\$ -0-

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Patricia Velázquez	10/30/08	Boost the Proficiency & Achievement of Your Foreign Language Students, BER	Cherry Hill, NJ	\$199.00
Joann Doherty	11/24/08	Strengthening Your Inclusive Classroom, BER	Cherry Hill, NJ	\$199.00
Amy Roth	11/24/08	Strengthening Your Inclusive Classroom, BER	Cherry Hill, NJ	\$199.00
Jeanne Acerra	11/25/08	Powerful Strategies for K-8 Inclusion Classrooms, BER	New Brunswick, NJ	\$199.00
Kevin Cosgrove	11/25/08	Powerful Strategies for K-8 Inclusion Classrooms, BER	New Brunswick, NJ	\$199.00
Karen O'Boyle	12/5/08	Topics & Strategies to Improve Student Performance on the NJ ASK-I	Rutgers University	\$185.00
Gail Mayer	12/5/08	Topics & Strategies to Improve Student Performance on the NJ ASK-I	Rutgers University	\$185.00
Lucille Wasack	12/3/08 3/25/09 5/12/09	Public Health Issues Mental Health Issues Vision Screening	CentraState Healthcare System, Freehold, NJ	\$165.00
Sandy Delopoulos	1/7/09	Middle School Life Science	Rutgers University	\$185.00

MOTION: Mrs. McClymont SECOND: Mrs. Baker VOTE: 8-0

B. Students

1. Resolved: That the Board approve the 2007-2008 Violence & Vandalism Report and its submission to the New Jersey Department of Education following the presentation of that report and its contents. (Attachment V-B.1)
2. Resolved: That the Board approve the 2008/2009 school year tuition contracts for the following students to attend Manasquan High School, 167 Broad Street, Manasquan New Jersey 08736: **Student ID No. 627** at a total tuition rate of \$15,120.00, and **Student ID No. 211** and **287** at a total tuition rate of \$23,500.00. These agreements shall be in effect for the 2008/2009 school year. Transportation will be provided by Bradley Beach School District. [B]
3. Resolved: That the Board approve the 2008/2009 school year tuition contract for **Student ID No. 070** to attend: Marie H. Katzenbach School for the Deaf, PLUS (Positive Learning Understanding Support) program, 320 Sullivan Way, P.O. Box 535, Trenton, NJ 08625-0535. This agreement shall be in effect for the 2008/2009 school year with a total tuition of \$83,070.00. Transportation will be provided by Bradley Beach School District. [T]
4. Resolved: That the Board approve the 2008/2009 school year tuition contract for **Student ID No. 1354** to attend: CPC Behavioral Healthcare-High Point School, 1 Highpoint Center Way, Morganville NJ 07751. This agreement shall be in effect for the 2008/2009 Extended School Year. Tuition charges for the educational services shall commence on July 7,

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2008 and terminate on June 30, 2009. The per diem rate of \$342.70 for a total of 205 days, equating to a total tentative tuition rate of \$70,253.50. Transportation will be provided by Bradley Beach School District. [B]

5. Resolved: That the Board approve the use of the art classroom by local Brownie Troop 316 for their meetings [presented on Thursdays]. (Attachment V-B.5)
6. Resolved: That the Board approve the New Jersey Child Assault Prevention Project of Monmouth County, Inc. to provide their “No More Bullies, No More Victims” program to students in grades 5-8. The total cost of this program is \$1,582.00. This workshop helps to sensitize students to the role of the victim, bully and witnesses. Strategies to de-escalate bullying will be presented. The program runs for 1 hour and twenty minutes for two days. [G]

Discussion: Mrs. Baker asked if Bradley Beach Elementary School and Avon Elementary School share the CAP program. Mrs. Baker informed the Board that the program was a collaboration of the two districts in the past.

Dr. Turner informed the Board that Bradley Beach holds its own CAP program.

MOTION: Mrs. Baker SECOND: Mr. Mandina VOTE: 8-0

C. Policy

1. Resolved: That the Board approve the following policy on second reading:
(Attachment Packet V-C.1)

POLICY NUMBER	POLICY
0142.1	Nepotism
0174	Legal Services
0177	Professional Services
1570	Internal Controls
1620	Administrative Employment Contracts
6111	Special Education Medicaid Initiative (SEMI) Program
6320	Purchases Subject to Bid
6360	Political Contributions
6362	Contributions to Board Members and Contract Awards
6470	Payment of Claims
6510	Payroll Authorization
6831	Withholding or Recovering State Aid
7410	Maintenance and Repair
9120	Public Relations Program
5512.01	Harassment, Intimidation and Bullying
9541	Student Teachers/Interns

MOTION: Mrs. Baker SECOND: Mrs. Feeley VOTE: 8-0

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D. Community

1. Resolved: That the Board approve the use of the school's auditorium and adjacent corridors by the Bradley Beach Chamber of Commerce on Wednesday, October 29 from 6:00-9:00 pm for the purpose of presenting a "Meet the Candidates" meeting introducing candidates for the upcoming municipal election. (Attachment V-D.1)
2. Resolved: That the Board approve the use of the school's gymnasium and adjacent corridors by the Bradley Beach Municipal Alliance to Prevent Alcoholism and Drug Abuse on Friday, December 5, 2008 from 6:00-9:00 p.m. for the purpose of a "Cops and Kids Volleyball Game" to raise awareness of the organization and its role in substance abuse. (Attachment V-D.2)

MOTION: Mrs. Baker SECOND: Mr. Gerdes VOTE: 8-0

VI. Business Administrator/Board Secretary's Report

A. Acceptance of 2007-2008 Audit

Resolved: That the Board accept the Comprehensive Annual Financial Report (CAFR) and single audit as prepared by Hutchins, Farrell, Meyer & Allison, P.A. for the fiscal year July 1, 2007 through June 30, 2008. (Attachment VI-A)

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

B. Approval of Attendance at AASA National Conference February 18-21, 2009

Resolved: That the Board approve the attendance of the following administrator to attend the annual American Association of School Administrators 2009 National Conference, which will be held at the Moscone Convention Center, San Francisco, CA, at a total travel cost not to exceed \$1,872.52. [G]

		Travel	Travel	Travel	Travel
Name	Registration Amount	Hotel (Not to Exceed)	Meals & Incidentals Per GSA Rates (Not to Exceed)	Mileage Per State OMB \$.31 Rate (Not to Exceed)	Airfare/Parking/Taxi Receipts Needed (Not to Exceed)
Dr. Wayne Turner	\$599.00	\$492.00	\$224.00	\$28.52	\$529.00

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

C. Approval of Construction Project Change Order

Resolved: That the Board approve the following resolution:

WHEREAS, on June 3, 2008 the Bradley Beach Board of Education awarded Apex Enterprise of Union, Inc. an original bid for the Interior Renovation Project in the total contract lump sum of \$308,000 including alternates; and

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WHEREAS, changes are necessary in order for the project to be completed;

NOW, THEREFORE BE IT RESOLVED that the Bradley Beach Board of Education approves the following change order, GC-3, to Apex Enterprise of Union, Inc. in the amount of \$1,234.20 (Attachment VI-C) [T]

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

D. 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 VI-D)

Discussion: Mr. Tonzola explained that this document was part of the annual Quality Assurance Annual Report submission; however, since the district has now gone through its first QSAC review, this document will be used solely in planning and developing subsequent school year budgets.

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

E. 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 VI-E)

Discussion: Mr. Tonzola stated that State Law requires that school districts budget a minimum minimum amount of money towards the maintenance of their facilities.

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

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F. Approval of No Child Left Behind (NCLB) Carry-Over Application and Funds – FY 2008

Resolved: That the Board approve the submission of the FY 2008 No Child Left Behind (NCLB) Carry-Over Application in the following amounts:

Program Name	Carry-Over Amount
Title I	\$12,299.51
Title IIA	40,483.72
Title IID	569.75
Title IV	518.86
Title V	175.42

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

G. Approval the Individuals with Disabilities Educational Act (IDEA) Carry-Over Application and Funds – FY 2008

Resolved: That the Board approve the submission of the Individuals with Disabilities Education Act (IDEA) Carry-Over Application for Fiscal Year 2008 in the following amounts:

Program Name	Carry-Over Amount
IDEA Basic	\$3,670.66

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

H. Approval of Early Childhood Program Aid (ECPA) Preschool Carry-Over Funds (FY 2008)

Resolved: That the Board approve the following FY 2008 carry-over grant funds:

Program Name	Carry-Over Amount
Early Childhood Program Aid	\$2,800.23

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

I. 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, 2008 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VI-I)

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

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J. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending September 30, 2008 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 VI-J)

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

K. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of September 2008, 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 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: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

L. Approval of Budget Transfers (2008/2009)

Resolved: That the Board approve the 2008/09 budget transfers as listed on Attachment VI-L.

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

M. Approval of September 2008 Payroll

Resolved: That the Board approve the September 2008 gross payroll in the amount of \$316,051.31.

MOTION: Mrs. McClymont SECOND: Mrs. Feeley VOTE: 8-0

N. Approval of Bills Payment

Resolved: That the Board approve payment of the October 21, 2008 regular bills list and as certified and approved. (Attachment VI-N)

MOTION: Mrs. McClymont SECOND: Mr. Gorry VOTE: 8-0

VII. Old Business

Mrs. McClymont stated that she attended the district's Social Skills profession development workshop on October 10th. She stated that the training was very informative and well run by presenter Jed Baker.

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Mrs. McClymont stated that a letter was sent to past graduates of Bradley Beach Elementary School asking for an update on how they are doing post Bradley Beach Elementary School.

VIII. New Business

Mrs. McClymont stated that Councilman Goldfarb is trying to put together a Youth Advisory Council and that this program can go well with the letter she recently sent out.

Mr. Migdon informed the Board that the Rummage Sale raised \$1,500 for the PTO. Furthermore, Mr. Migdon wanted to make the point that test results for those grade levels that did not meet the state average can be skewed by smaller class sizes since one student who has a bad test day is a higher percentage of the overall population in smaller classes.

IX. Committee Reports – None

X. Public Comments – None

XI. President's Report – None

XII. Executive Session – None

XIII. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:06 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary