

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

A G E N D A

Regular Meeting
November 15, 2022

I. Call To Order/ 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.

II. Flag Salute/Roll Call

III. Discussion Items

IV. Student Representative Report

V. Committee Reports

VI. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – October 18, 2022
Confidential Executive Sessions – October 18, 2022

MOTION: _____ SECOND: _____ VOTE: _____

VII. Superintendent's Report

Executive Session

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 request for a Leave of Absence:
(Attachment VII-A.1)

Staff Member	Reason	Position	Date Effective	End Date
Jardine, Megan	Maternity Leave	Special Education Teacher	1/9/2023	5/4/2023

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2. Resolved: That the Board accept, with regret, the following resignations: (Attachment VII-A.2)

Position	Staff Member(s)	Effective Date
School Counselor	Ms. Vicki Curran	January 1, 2023
Lunch Aide	Ms. Dawn Stiles	November 21, 2022

3. Resolved: That the Board approve the appointment of Ms. Carmen Torres, School Secretary, replacing Ms. Reveka Bojic-Medic, for the 2022/23 school year, effective November 16, 2022, at a 10 month salary of \$29,166 prorated per start date, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent. (Attachment VII-A.3) [B]

4. Resolved: That the Board approve the appointment of the following substitute teacher for the 2022/2023 school year, at a rate of \$100 per day: [B]

- Mr. Isaac Sultan

5. 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
Marissa Finch	12-2-22	Maximize ELL Students' Learning	Virtual	\$279
Amy Roth	12-8-22	Accelerate ELL Students' Learning in PreK and Kindergarten	Virtual	\$279
Heather Sauer	12-2-22	Inclusion Leadership Conference	Cherry Hill, NJ	\$175
Kristin Goldsworthy	1-24-23	Helping Your Struggling Readers Who Have Fallen Behind	Virtual	\$279
Paul Mulligan	12-15-22	G&T Articulation Meeting	Freehold, NJ	\$0
Paul Mulligan	12-16-22	Shore Consortium for G&T	Shrewsbury Borough School	\$0
Stephanie Soriano	12-15-22	Sonday System 1	Virtual	\$325
Isabel Segoviano	1-19-23	Catching Up 1st Grade Students Who Have Fallen Behind	Virtual	\$279
Lucia Newberry	1-12-23	Significantly Increase ELLs Fluency in Reading, Writing & Speaking	Virtual	\$279

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6. Resolved: That the Board approve Kathleen Clayton as a visiting artist for a Sustainable Art cross-curricular project for 7th and 8th grades at a rate of \$30 per hour for 20 two-hour lessons, not to exceed 40 total hours. (Attachment VII-A.6) [B]
7. Resolved: That the Board approve the following staff to serve as translators as needed, paid at the contractual rate, under the supervision of Mr. Michael Heidelberg, Principal / Superintendent: [B]
- Ms. Carmen Torres

MOTION: _____ SECOND: _____ VOTE: _____

B. Policy

1. Resolved: That the Board approve the following Policies and Regulations for a first reading: (Attachment VII-B.1)

Policy/Regulation Number	Policy/Regulation Title
P 4434	Support Staff - Holidays
P 4433	Support Staff - Vacations
P 4220	Support Staff - Employee Evaluation

2. Resolved: Resolved: That the Board approve the following Policies and Regulations for a second reading: (Attachment VII-B.2)

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

3. Resolved: Resolved: That the Board approve the updated Job Descriptions: (Attachment VII-B.3)

- School Counselor
- Home School Liaison

MOTION: _____ SECOND: _____ VOTE: _____

C. Students

1. Resolved: That the BBES Bullying Specialist reports TBD incidents of Harassment, Intimidation, and Bullying, with two investigations including one ongoing investigation, in the Month of November 2022.

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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	5-8	Novins Planetarium 1 College Drive Toms River, NJ	\$594	At a cost not to exceed \$600

3. Resolved: That the Board approve the following tuition students for the 2022/2023 school year:

- Student #2613 – Grade 4
- Student #2500 – Grade 7

MOTION: _____ SECOND: _____ VOTE: _____

VIII. Business Administrator/Board Secretary’s Report

A. Board Member Resignation

Resolved: That the Board accept, with regret, the resignation of Joanne Shu Hofsess from the Board of Education, effective November 30, 2022. (Attachment VIII-A)

MOTION: _____ SECOND: _____ VOTE: _____

B. Approval of Joint Transportation Agreement – Neptune Township

Resolved: That the Board approve the following joint transportation agreements with the Neptune Township Board of Education for the transportation of Bradley Beach students for the 2022/2023 school year. [B]

Route #	Destination	Total
VCF2AMI	Biotechnology/Career Center	\$ 8,312.01
VCF2PMI	Biotechnology/Career Center	10,256.05
CA2AM	College Achieve Charter	1,023.02
HCB2AM	Christian Brothers Academy	5,599.72
STR4AM	St. Rose	2,072.61
CH3AM	Communications High School	8,470.58
	Total	\$35,733.99

MOTION: _____ SECOND: _____ VOTE: _____

C. Approval of Special Education & Public School Routes with the Monmouth-Ocean Educational Services Commission, Colts Neck, NJ for the 2022/2023 Year

Resolved: That the Board approve the special education and public school routes with the Monmouth-Ocean Educational Services Commission, Colts Neck, NJ for the transportation of Bradley Beach students to various schools for the 2022/2023 school year. [T]

Route #	Destination	Cost
V376	High Technology High School	\$ 46,994.40
SE1026	Bradley Beach Elementary School	34,938.00
7546	Neptune High School	18,133.20
	Total	\$100,065.60

MOTION: _____ SECOND: _____ VOTE: _____

D. Approval of Special Education Route with the Union County Educational Services Commission, Westfield, NJ for the 2022/2023 School Year

Resolved: That the Board approve the special education school route with the Union County Educational Services Commission, Westfield, NJ, for the transportation of Bradley Beach Students to various schools for the 2022/2023 school year. [T]

Route #	Destination	Cost
CS301	Lambert Mills Academy	\$14,850.00
301EC	Lambert Mills Academy	4,839.12
	Total	\$19,689.12

MOTION: _____ SECOND: _____ VOTE: _____

E. Approval of Joint Transportation Agreement – Red Bank Regional High School

Resolved: That the Board approve the following joint transportation agreement with the Red Bank Regional High School Board of Education for the transportation of Bradley Beach students for the 2022/2023 school year. [B]

Route #	Destination	Total
V621	Red Bank Regional High School	\$43,194.10

MOTION: _____ SECOND: _____ VOTE: _____

F. Approval of Use of School Building – Allencrest Locations

Resolved: That the Board retroactively approve the use of the Bradley Beach Elementary School by Allencrest Locations on Monday, November 7, 2022, as per Attachment VIII-F.

MOTION: _____ SECOND: _____ VOTE: _____

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G. Approval of Use of School Building – Bradley Beach Business & Community Alliance

Resolved: That the Board approve the use of the Bradley Beach Elementary School by the Bradley Beach Business & Community Alliance to hold its annual meeting Monday, January 23, 2023 at 5:30 p.m.

MOTION: _____ SECOND: _____ VOTE: _____

H. 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 on Thursday, January 26, 2023 through Sunday, January 29, 2023, and Friday, February 3, 2023 through Sunday, February 5, 2023 as per Attachment VIII-H.

MOTION: _____ SECOND: _____ VOTE: _____

I. Approval to Accept Classroom Supplies Donation from Burlington Store

Resolved: That the Board approve the acceptance of the donation of classroom supplies valuing \$1,000.00 from Burlington Store for Ms. Diana Rodrick’s kindergarten classroom.

MOTION: _____ SECOND: _____ VOTE: _____

J. Approval to Accept FY 2022 Safety Grant Funds from New Jersey Schools Insurance Group

Resolved: That the Board accept the FY 2022 safety grant funds of \$4,340.00 from New Jersey Schools Insurance Group. Furthermore, that the Board authorize the Business Administrator to create budget account code 20-001-200-600-22-SG as well as revenue code 20-1000-001-22 to account for this transaction.

MOTION: _____ SECOND: _____ VOTE: _____

K. Approval of Business Administrator/Board Secretary’s Financial Report

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending October 31, 2022 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VIII-K)

MOTION: _____ SECOND: _____ VOTE: _____

L. Approval of Treasurer’s Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending October 31, 2022 is hereby approved and the Business Administrator/Board Secretary is

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instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary. (Attachment VIII-L)

MOTION: _____ SECOND: _____ VOTE: _____

M. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23A-16.10(c)3, we certify that as of October 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: _____ SECOND: _____ VOTE: _____

N. Approval of Budget Transfers (2022/2023)

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

MOTION: _____ SECOND: _____ VOTE: _____

O. Approval of October 2022 Payroll

Resolved: That the Board approve the October 2022 gross payroll in the amount of \$410,263.14.

MOTION: _____ SECOND: _____ VOTE: _____

P. Approval of Bills Payment

Resolved: That the Board approve payment of the November 15, 2022 regular bills list and as certified and approved. (Attachment VIII-P)

MOTION: _____ SECOND: _____ VOTE: _____

IX. Old Business

X. New Business

XI. President's Report

XII. Public Comments (Agenda Items Only)

XIII. Public Comments (Other Items Only)

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XIV. Executive Session (if required)

XV. Adjournment

October 28, 2022

Dear Mr. Heidelberg, Mr. Tonzola, and the Board of Education,

As you know, I will be taking maternity leave this winter and plan on returning in late spring. The approximate start date of my maternity leave will be on or about January 9, 2023 with a return date on or about May 4, 2023. My tentative due date is January 16, 2023 so these dates may vary and need flexibility. Please let me know if I can be of any assistance in finding a replacement for my maternity leave.

Thank you,
Megan Jardine

Superintendent/Principal
Bradley Beach Elementary School
515 Brinley Avenue
Bradley Beach, NJ 07720

Dear Mr. Heidelberg,

As you know, I was hired for the 2022-23 school year to serve as the School Counselor for Bradley Beach Elementary School. It was my understanding at that time that the school was looking for someone who would be working directly with the students and teachers through the tasks of executing classroom lessons, providing individual counseling and supporting student needs through small group work. With those responsibilities would also come communication with the families to offer support and information as needed. It was also my understanding that the school was interested in focusing on the SEL (Social and Emotional Learning) of the students (as there is a significant need for that here in Bradley Beach). In fact, I was told that part of my salary is paid through a grant that supports SEL in schools due to the incredible deficit created for all students throughout the state and country after two years of isolation due to the pandemic. Unfortunately, my understanding of what was required of the position does not seem aligned with what is actually needed here in BBES. It is difficult for me to perform the duties I understood to be the job because there is an overwhelming need for alternate tasks that were not part of the original discussion of what the job would entail. While all of the endeavors I have been a part of so far this school year have been extremely important, many of the tasks I have been assigned are outside of what I understood to be my core responsibilities and have gotten in the way of my ability to be working directly with the students.

As an educator for more than half of my life, I greatly value the opportunity I have been given to impact the children and families in every school community I have worked for. These positions have ranged from communities similar to the needs here in Bradley Beach to communities of affluence (which come with their own unique set of challenges). I have taken each position with the utmost seriousness and have carried out my responsibilities with excellence. I was thrilled to be offered this position as School Counselor at BBES because I really felt I could make a difference here. As a therapist, adjunct professor in the Counselor Education Department at the graduate level, SEL curriculum writer for a national non-profit and longtime educator, this position seemed to be the perfect fit for my skill set and experience. Having said that, sometimes things that feel like the perfect fit do not align the way we anticipate.

Given these conflicts, I do not feel that I am able to remain in this position in the manner I had intended. I realize this will be a challenge, given other staffing issues, but I cannot stay in this position without compromising myself and therefore I am giving my notice of resignation as of today, October 31, 2022. It is my hope that this will create an opportunity for a natural transition as my last day would be December 31, 2022 (meaning a new hire would join the staff beginning in January).

I intend to fulfill my 60 day obligation and commit to remaining fully present in this role to the best of my ability. In addition, I am hopeful that I can help support a new hire before that obligation ends, to make for a smooth transition. I appreciate the opportunity to work with the students and staff at Bradley Beach, and I am disappointed that I was unable to serve them as I was hired to do. I wish everyone well in the future.

Sincerely,



Vicki Curran

cc: Mrs. Alison Zylinski
Mrs. Morgan McCleary-Gonzalez
BBES Board of Education

CARMEN M. TORRES

Objective:

Seeking the position of school attendance bringing the following experience, skills and attributes:

Extensive experience working with public, educational and other settings. Interface well with others at all levels including professionals, parents, students and children.

Caring and hardworking. Excellent interpersonal communication, customer service and office support skills. MS Windows, Excel and Word experience. Bilingual in Spanish.

Work Experience:

9/2017- Bradley Beach Elementary School, NJ

Recess/Cafeteria Aide

- *Ensure the safety of the children during recess at the playground.*
- *Count, sort and pack lunches.*
- *Deliver lunches (during the pandemic)*
- *Taking the temperature of the children (during the pandemic)*
- *Assist younger children (open milk, provide them with straws and or utensils)*
- *Clean the tables after each period*

11/2008-12/2010 - Scotia Bank of PR

Collection Clerck Legal Division

- *Debt collection by phone to personal loans with mortgage guarantee and more than 90 days (about 3 months) late.*
- *Responsible for offering alternatives and payment plans to avoid a possible loss.*
- *Responsible for referring the uncollectible accounts to the foreclosure area.*

7/2004-9/2008 - DirecTV of PR

Collection and Billing Clerk

- *Processing and posting payments*
- *Adjusting invoices*

Education:

Bachelor's Degree in Human Resources Management - 2004 - Sacred Heart University, San Juan P.R.

ESL Course - 2015- Brookdale Community College, NJ

UNIVERSITAS A SACRO CORDE

Carmen M. Andino

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Alfredo M. Lanza
PRAESES CURATORUM

Carmen M. Andino
PRAESES

Kathleen Clayton

Over 20 years working with children and young adults in various creative and educational environments. Fiber artist, Registered Behavioral Technician, Life Skills Coach. Passionate about community service, art and nature.

Experience:

Positive Behavior Supports Barnegat N.J.

September 2020- Present

Registered Behavior Technician

Providing in home and community based ABA services to clients. This includes the implementation of a treatment plan developed by a Board Certified Behavior Analyst (BCBA) addressing communication, behavior, and social skills.

Waretown Recreation (Ocean Township) Waretown N.J.

September 2021- Present

Fiber Artist

Providing fiber art classes for all ages and abilities at low cost to the community. Creating and implementing a variety of workshops, classes and entertainment.

Berkeley Township Recreation Berkeley N.J.

Children's Program Supervisor

March 2020 through Summer 2020

Planning and implementing a safe and engaging environment for children. Supervising staff with the children, managing emergencies. Promotion of the program as well as other events happening at the recreation department.

Xanadu Behavior Therapy Forked River N.J.

June 2019-March 2022

Registered Behavior Technician

Providing in home and community based ABA services to clients. This includes the implementation of a treatment plan developed by a Board Certified Behavior Analyst (BCBA) addressing communication, behavior, and social skills.

Build N Care Lakewood N.J.

September 2019- March 2020

Registered Behavior Technician

Providing in home and community based ABA services to clients. This includes the implementation of a treatment plan developed by a Board Certified Behavior Analyst (BCBA) addressing communication, behavior, and social skills.

Life Skills for a Confident Future Forked River N.J.

March 2020-Present

Life Skills Coach,

Working with toddlers through young adults providing behavioral, cognitive, rational emotive, neuro linguistic techniques to gain a skill, obtain a goal or change an unwanted behavior or mindset in a home or natural environment.

Teacher of English as a Foreign Language Lacey N.J.

July 2019- Present

Typical responsibilities of the job include: planning, preparing and delivering lessons online to young children. Preparing teaching materials. helping pupils improve their listening, speaking, reading and writing skills via individual and group sessions.

Lacey Recreation Department Lacey, N.J.

September 2016 - September 2021

Sewing and Fiber Art Teacher

To teach the art and craft of sewing, knitting, crochet and fiber art to children and adults using

my own style of teaching with a well developed program created for each age group and skill

level. Voluntarily run a crochet and knitting group. A community art group, and a group for friends with special needs. Attend promotional events and community events.

Promotion of classes and events on social media and print. Scheduling and filling classes and events. Working with Rec staff on collaborative projects and events.

Hilltop Nursery School Manchester, New Jersey

October 2018 - May 2019

Pre-K Assistant Teacher

Assisting to the teaching of preschool aged children in a school environment.

Responsible for ensuring a clean, friendly, engaging and welcoming environment;

completing and implementing lesson plans; ensuring the health and safety of the children in my care, as well as having effective communication with parents and staff.

Saint Francis Center Brant Beach, New Jersey

September 2018- Present

Catechist and Special Education Catechist

Assisting to the teaching of school aged children in a church environment. Responsible for ensuring a clean, friendly, engaging and welcoming environment; completing and

implementing lesson plans; ensuring the health and safety of the children in my care, as well as having effective communication with parents and staff.

It's SEW Crafty Lacey New Jersey

January 2010 present

Owner, Craft Master

To teach the art and craft of sewing to children and adults using my sewing talents and creativity. Creating patterns that are age appropriate. Marketing and advertising classes and promotions Implementing classes, creating workshops, demos at craft shows.

Seth Boyden Demonstration School Maplewood New Jersey

November 2011-2018

Fiber Artist in Residence

Teaching elementary school aged children, many with special needs and unique abilities to knit, crochet, weave and sew while introducing fiber art in a relaxed structured environment. responsible for ensuring a clean, friendly, engaging and welcoming environment; completing and implementing lesson plans; ensuring the health and safety of the children in my class, as well as having effective communication with parents.

South Mountain School Millburn New Jersey

January 2010- 2017

After School Program Fiber Artist

Teaching elementary school aged children to hand sew and the beginning skills of machine sewing. responsible for ensuring a clean, friendly, engaging and welcoming environment; completing and implementing lesson plans; ensuring the health and safety of the children in my care, as well as having effective communication with parents.

Little Jack's Corner Day School West Creek, New Jersey

June 2014 - 2016

Toddler Teacher

Teaching toddlers and school aged children in a daycare environment. Responsible for ensuring a clean, friendly, engaging and welcoming environment; completing and implementing lesson plans; ensuring the health and safety of the children in my care as well as having effective communication with parents.

Long Beach Island Foundation For The Arts and Sciences Loveladies, New Jersey
Summer of 2013

LBIF Camp Fiber Artist

Fiber art instructor for ages 6-12 in a day camp environment with weekly themed art. The requirements for this position included lesson planning, preparing and implementing a fiber art project for the week, as well as daily projects. Attend morning meetings and cleaning of the space. Once a week taught sewing as an after camp special, included lesson planning, preparing and providing all materials and equipment necessary.

Long Beach Island Foundation For The Arts and Sciences Loveladies, New Jersey
September 2013 - May 2014

Crafty Katie's Sewing and Fiber Art Exploration

Sewing and fiber art classes for school aged children. Special events and workshops related to sewing and fiber art for all ages. All classes, events, and workshops included lesson planning, preparing and providing all materials and equipment necessary.

Marshall Elementary School South Orange New Jersey

October 2011- May 2014

Sewing Teacher

Teaching elementary school aged children to hand sew and the beginning skills of machine sewing, while creating unique crafts.

Parteaz Maplewood New Jersey

January 2002- January 2010

Camp Director and Event Planner

To create and execute a princess camp for ages 2-7 Coordinate games activities and crafts for monthly special events .

Other:

Art Vendor Coordinator for Maplewoodstock

Maplewood N.J.

2004- present

2 day music and art festival with 15,000+ attendees , 150 vendors

Founder of Just Unwind Crochet and Knitting Group, Ocean County NJ

2016-present

Free group that meets weekly, open to all abilities, materials provided, lessons provided for free.

Art Vendor Coordinator for North Jersey Pride

2015,2016 -100 vendors

One day family festival in Maplewood. N.J. 5,000 attendees.

Chairmen Lacey's 150th Sesquicentennial

January 2020- December 2021

Overseeing monthly events and activities as a year long celebration, managing the sub committees, communication with the municipalities.

Accomplishments

I have created an enrichment sewing program that I have introduced to numerous schools and community centers in the area. As an artist my medium is in fiber art, knitting, crochet, weaving and fabric art. My work can be seen in multiple restaurants and businesses throughout the state. Nominated for an Andy Warhol Foundation award. Awarded a Geraldine R. Dodge Foundation grant for creating an art playground in Monmouth County.

Certifications

CPR and first aid

VIRTUS

Mandated Reporter/Child Abuse and Neglect Training for New Jersey

NJ Health and Safety Basics

TEFL- TESOL- elementary

Registered Behavior Technician

Cognitive Behavioral Practitioner

Professional Life Coach

Professional Life Coach for Children and Adolescents

Professional Life Skills Coach

Therapeutic Art for Self Healing Practitioner

Rational Emotive Behavior Practitioner

Neuro Linguistic Practitioner

POLICY

BRADLEY BEACH BOARD OF EDUCATION

Policy 4434
Support Staff
Holidays
November 22

The Board of Education will compensate support staff members for holidays in accordance with the holiday provisions of current valid negotiated contracts.

Compensation for holidays for non-association represented custodial staff members will be the be the following holidays:

Holidays are granted to all custodial personnel in accordance with the following list:

- Independence Day
- Labor Day
- Columbus Day
- Thanksgiving Day
- Christmas Day
- New Year's Day
- President's Day
- Martin Luther King's Birthday
- Memorial Day

In addition, each custodial employee shall be permitted to select one additional day during the Winter Break vacation period and one additional day during the Spring Break vacation period. With the exception of the days listed above, or any other days specifically denoted by the Superintendent / Principal, a custodian is required to be in the building; therefore, any vacation or personal days that are requested during that time will be reviewed to ensure that one custodian is providing building coverage.

If a holiday falls on Saturday, it shall be enjoyed on the preceding Friday. If it falls on a Sunday, it shall be enjoyed on the following Monday, subject to the approval of the Superintendent / Principal.

On these or any other holidays, the Board retains the right to assign one or more individuals to check boilers as required. When an employee is required to work on the holidays enumerated above (with the exception of the additional Winter / Spring Break Day), they shall be entitled to pay at twice their normal rate of overtime. The employee will be guaranteed a minimum of one (1) hour of overtime at double time for such work.

If a holiday falls within an employee's vacation period, time off with pay will be granted equal to the number of hours the employee would have been entitled to receive pay for the Holiday.



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Holidays for non-association/non-union represented secretarial support staff members will be determined by the Superintendent / Principal on an annual basis, by the development and distribution of a yearly holiday calendar and will be consistent with the holiday provisions for the administrative staff members represented by current valid negotiated contracts.

Adopted: 17 October 2000, Revised November 2022



POLICY

BRADLEY BEACH BOARD OF EDUCATION

Policy 4433
Support Staff
Vacations
November 22

The Board of Education believes that it is beneficial to the district that contracted noncertificated personnel employed to work twelve months per year be given periodic relief from the responsibilities of their job without loss of compensation. The Board reserves the right to specify the conditions under which vacation may be taken. The Board of Education will compensate support staff members for vacations in accordance with the vacation provisions of current valid negotiated contracts.

Vacation will be given in accordance with the following schedule:

1. One week of vacation after the first year of employment.
2. Two weeks of vacation after the second year of employment.
3. Three weeks of vacation after the tenth year of employment.
4. One additional day for each year after the fifteenth year of employment, through the twentieth year:
 - a. Sixteenth year: three weeks plus one day,
 - b. Seventeenth year: three weeks plus two days,
 - c. Eighteenth year: three weeks plus three days,
 - d. Nineteenth year: three weeks plus four days,
 - e. Twentieth year: three weeks plus five days.
5. After the twentieth year, vacation time will continue at four weeks.

If a holiday falls within an employee's vacation period, time off with pay will be granted equal to the number of hours the employee would have been entitled to receive pay for the holiday.

Vacations shall be taken during the calendar year and will not be cumulative, except at the discretion of the Board. The employees shall select their summer vacation period according to seniority. Normally only one employee shall be absent at one



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time. Vacation weeks may be taken separately or together, except the third week, which may be selected only after everyone has had the opportunity of selecting two weeks. Vacation prepayment of salaries will be made to the employees within the pay period preceding vacation. The Superintendent / Principal may implement block out dates for the purposes of readying the school for students and staff. All summer vacation weeks must be selected and submitted to the Business Administrator and Superintendent / Principal by May 15 each year.

Application for vacation during the school year (September-June) shall be made to the Business Administrator and require prior approval of the Superintendent/ Principal. Application for vacation days during the school year will require a minimum of two week notice. The Superintendent / Principal may implement block out dates during school holidays or vacation times to ensure that at least one support staff member is providing building coverage, and to ensure that building maintenance projects are completed.

N.J.S.A. 18A:30-7

Adopted: 17 October 2000, Updated November 2022



POLICY

Bradley Beach
SUPPORT STAFF
4220 EMPLOYEE EVALUATION

4220 EMPLOYEE EVALUATION

The Board of Education recognizes the importance of employee evaluations in the reinforcement of performance strengths and the remediation of weaknesses.

The Superintendent shall develop a plan for the evaluation of support staff members.

Employees shall be grouped into position classifications based upon similarities of duties, responsibilities, and qualifications. The evaluation process shall be similar for all employees in a single classification.

The evaluation process shall provide for the recognition and commendation of effective performance, the identification and remediation of performance deficiencies, and the recommendation of discipline or dismissal when an employee fails to improve his/her performance. Evaluation procedures shall provide that each employee is informed of the specific objectives of his/her position and the standards that will be used to assess the employee's performance against those objectives. Employees will be evaluated by qualified supervisors; probationary employees will be evaluated every thirty days and permanent employees will be evaluated a minimum of twice a year, although additional evaluations may be added as needed.

Any records created in the evaluation process will become part of the employee's file and subject to Board policy on personnel records.

Adopted: October 2000, Updated November 2020

POLICY

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STUDENTS

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Harassment, Intimidation, or Bullying

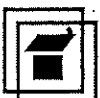
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5512 HARASSMENT, INTIMIDATION, OR BULLYING

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- A. Prohibiting Harassment, Intimidation, or Bullying

The Board of Education prohibits acts of harassment, intimidation, or bullying of a student. The Board has determined that a safe and civil environment in school is necessary for students to learn and achieve high academic standards; harassment, intimidation, or bullying, like other disruptive or violent behaviors, is conduct that disrupts both a student's ability to learn and a school's ability to educate its students in a safe and disciplined environment. Since students learn by example, school administrators, faculty, staff, and volunteers should be commended for demonstrating appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment, intimidation, or bullying.

For the purposes of this Policy, the term "parent," pursuant to N.J.A.C. 6A:16-1.3, means the natural parent(s); adoptive parent(s); legal guardian(s); resource family parent(s); or parent surrogate(s) of a student. When parents are separated or divorced, "parent" means the person or agency which has legal custody of the student, as well as the natural or adoptive parent(s) of the student, provided parental rights have not been terminated by a court of appropriate jurisdiction.

- B. Definition of Harassment, Intimidation, or Bullying

"Harassment, intimidation, or bullying" means any gesture, any written, verbal or physical act, or any electronic communication, as defined in N.J.S.A. 18A:37-14, whether it be a single incident or a series of incidents that:

1. Is reasonably perceived as being motivated by either any actual or perceived characteristic, such as race, color, religion, ancestry, national origin, gender, sexual orientation, gender identity and expression, or a mental, physical or sensory disability, or by any other distinguishing characteristic;



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2. Takes place on school property, at any school-sponsored function, on a school bus, or off school grounds, as provided for in N.J.S.A. 18A:37-15.3;
3. Substantially disrupts or interferes with the orderly operation of the school or the rights of other students; and that
 - a. A reasonable person should know, under the circumstances, that the act(s) will have the effect of physically or emotionally harming a student or damaging the student's property, or placing a student in reasonable fear of physical or emotional harm to their person or damage to their property; or
 - b. Has the effect of insulting or demeaning any student or group of students; or
 - c. Creates a hostile educational environment for the student by interfering with a student's education or by severely or pervasively causing physical or emotional harm to the student.

The Board recognizes that bullying is unwanted, aggressive behavior that may involve a real or perceived power imbalance. Recognizing "a real or perceived power imbalance" may assist school officials in identifying harassment, intimidation, or bullying within the context and relative positions of the alleged aggressor and target.

"Electronic communication" means a communication transmitted by means of an electronic device, including, but not limited to, a telephone, cellular phone, computer, or remotely activating paging device (N.J.A.C. 6A:16-1.3).

In accordance with the Board of Education's Code of Student Conduct and this Policy, all acts of harassment, intimidation, or bullying that occur off school grounds, such as "cyber-bullying" (e.g., the use of electronic means to harass, intimidate, or bully) is addressed in this Policy.



C. Student Behavior

The Board of Education expects students to conduct themselves in keeping with their levels of development, maturity, and demonstrated capabilities, with a proper regard for the rights and welfare of other students and school staff, the educational purpose underlying all school activities and the care of school facilities and equipment, consistent with the Code of Student Conduct.

The Board believes that standards for student behavior must be set cooperatively through interaction among the parents and other community representatives, school administrators, school employees, school volunteers, and students of the school district, producing an atmosphere that encourages students to grow in self-discipline. The development of this atmosphere requires respect for self and others, as well as for school district and community property on the part of students, staff, and community members.

Students are expected to behave in a way that creates a supportive learning environment. The Board believes the best discipline is self-imposed, and that it is the responsibility of staff to use instances of violations of the Code of Student Conduct as opportunities for helping students learn to assume and accept responsibility for their behavior and the consequences of their behavior. Staff members who interact with students shall apply best practices designed to prevent student conduct problems and foster students' abilities to grow in self-discipline.

The Board expects students will act in accordance with the student behavioral expectations and standards regarding harassment, intimidation, or bullying, including:

1. Student responsibilities (e.g., requirements for students to conform to reasonable standards of socially accepted behavior; respect the person, property, and rights of others; obey constituted authority; and respond to those who hold that authority);
2. Appropriate recognition for positive reinforcement for good conduct, self-discipline, and good citizenship;
3. Student rights; and



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4. Sanctions and due process for violations of the Code of Student Conduct.

Pursuant to N.J.S.A. 18A:37-15(a) and N.J.A.C. 6A:16-7.1(a)1, the district has involved a broad-base of school and community members, including parents, school employees, volunteers, students, and community representatives, in the development of this Policy.

Pursuant to N.J.A.C. 6A:16-7.1, the Board developed guidelines for student conduct, taking into consideration the nature of the behavior; the nature of the student's disability, if any and to the extent relevant; the developmental ages of students; severity of the offenses and students' histories of inappropriate behaviors; and the mission and physical facilities of the individual school(s) in the district. This Policy requires all students in the district to adhere to the rules established by the school district and to submit to the remedial and consequential measures that are appropriately assigned for infractions of these rules.

Pursuant to N.J.A.C. 6A:16-7.1, the Superintendent shall annually provide to students and their parents the rules of the district regarding student conduct. Provisions shall be made for informing parents whose primary language is other than English.

The district prohibits active or passive support for acts of harassment, intimidation, or bullying. The school district will support students who:

1. Walk away from acts of harassment, intimidation, or bullying when they see them;
2. Constructively attempt to stop acts of harassment, intimidation, or bullying;
3. Provide support to students who have been subjected to harassment, intimidation, or bullying; and
4. Report acts of harassment, intimidation, or bullying to the designated school staff member.



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D. Consequences and Remedial Actions

The Board of Education requires its school administrators to implement procedures that ensure both the appropriate consequences and remedial responses for students who commit one or more acts of harassment, intimidation, or bullying, consistent with the Code of Student Conduct, and the consequences and remedial responses for staff members who commit one or more acts of harassment, intimidation, or bullying.

In every incident found to be harassment, intimidation, or bullying, the school Principal, in consultation with appropriate school staff, may apply disciplinary consequences and/or remedial actions, such as the provision of counseling, behavioral interventions, or other measures.

Appropriate consequences and remedial actions are those that are graded according to the severity of the offenses; consider the developmental ages of the student offenders; the nature of the student's disability, if any and to the extent relevant; and students' histories of inappropriate behaviors, per the Code of Student Conduct and N.J.A.C. 6A:16-7.

The following factors, at a minimum, shall be given full consideration by the school administrators in the implementation of appropriate consequences and remedial measures for each act of harassment, intimidation, or bullying by students.

Factors for Determining Consequences

- Age, disability (if any and to the extent relevant), developmental and maturity levels of the parties involved and their relationship to the school district;
- Degrees of harm;
- Surrounding circumstances;
- Nature and severity of the behaviors;
- Incidences of past or continuing patterns of behavior;
- Relationships between the parties involved; and
- Context in which the alleged incidences occurred.



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Factors for Determining Remedial Measures

Personal:

- Life skill deficiencies;
- Social relationships;
- Strengths;
- Talents;
- Traits;
- Interests;
- Hobbies;
- Extra-curricular activities;
- Classroom participation;
- Academic performance;
- Relationship to peers; and
- Relationship between student/family and the school district.

Environmental:

- School culture;
- School climate;
- Student-staff relationships and staff behavior toward the student;
- General staff management of classrooms or other educational environments;
- Staff ability to prevent and manage difficult or inflammatory situations;
- Availability of programs to address student behavior;
- Social-emotional and behavioral supports;
- Social relationships;
- Community activities;
- Neighborhood situation; and
- Family situation.

Examples of Consequences and Remedial Measures

The consequences and remedial measures may include, but are not limited to, the examples listed below:



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Examples of Consequences:

- Admonishment;
- Temporary removal from the classroom (any removal of .5 days or more must be reported in the Student Safety Data System);
- Deprivation of privileges;
- Classroom or administrative detention;
- Referral to disciplinarian;
- In-school suspension during the school week or the weekend;
- Out-of-school suspension (short-term or long-term);
- Reports to law enforcement or other legal action;
- Expulsion; and
- Bans from receiving certain services, participating in school-district-sponsored programs or being in school buildings or on school grounds.

Examples of Remedial Measures

Personal:

- Restitution and restoration;
- Peer support group;
- Recommendations of a student behavior or ethics council;
- Corrective instruction or other relevant learning or service experience;
- Supportive student interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Behavioral assessment or evaluation, including, but not limited to, a referral to the Child Study Team, as appropriate;
- Behavioral management plan, with benchmarks that are closely monitored;
- Assignment of leadership responsibilities (e.g., hallway or bus monitor);
- Involvement of school "disciplinarian;"
- Student counseling;
- Parent conferences;



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- Alternative placements (e.g., alternative education programs);
- Student treatment; and
- Student therapy.

Environmental (Classroom, School Building, or School District):

- School and community surveys or other strategies for determining the conditions contributing to HIB;
- School culture change and school climate improvement;
- Adoption of research-based, systemic bullying prevention programs;
- School policy and procedures revisions;
- Modifications of schedules;
- Adjustments in hallway traffic;
- Modifications in student routes or patterns traveling to and from school;
- Supervision of student before and after school, including school transportation;
- Targeted use of monitors (e.g., hallway, cafeteria, locker room, playground, school perimeter, bus);
- Teacher aides;
- Small or large group presentations for fully addressing the behaviors and the responses to the behaviors;
- General professional development programs for certificated and non-certificated staff;
- Professional development plans for involved staff;
- Disciplinary action for school staff who contributed to the problem;
- Supportive institutional interventions, including participation of the Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
- Parent conferences;
- Family counseling;
- Involvement of parent-teacher organizations;
- Involvement of community-based organizations;
- Development of a general bullying response plan;
- Recommendations of a student behavior or ethics council;
- Peer support groups;



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- Alternative placements (e.g., alternative education programs);
- School transfers; and
- Law enforcement (e.g., safe schools resource officer, juvenile officer) involvement or other legal action.

Consequences and appropriate remedial actions for a student or staff member who commits one or more acts of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion of students, as set forth in the Board's approved Code of Student Conduct, pursuant to N.J.A.C. 6A:16-7.1.

The Principal, in consultation with appropriate school staff, shall develop an individual student intervention plan when a student is found to be an offender in three harassment, intimidation, or bullying incidents and each subsequent incident occurring within one school year. The student intervention plan may include disciplinary consequences and/or remedial actions and may require the student, accompanied by a parent, to satisfactorily complete a class or training program to reduce harassment, intimidation, or bullying behavior. Each student intervention plan must be approved by the Superintendent.

While the majority of incidents may be addressed solely by school officials, the Superintendent or designee and the Principal shall report a harassment, intimidation, or bullying incident to law enforcement officials if the conduct rises to the level of a mandatory report as outlined in the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials.

Consequences and Appropriate Remedial Actions – Adults

The district will also impose appropriate consequences and remedial actions to an adult who commits an act of harassment, intimidation, or bullying of a student. The consequences may include, but not be limited to: verbal or written reprimand; increment withholding; legal action; disciplinary action; termination; and/or bans from providing services, participating in school district-sponsored programs, or being in school buildings or on school grounds. Remedial measures may include, but not be limited to: in or out-of-school counseling, professional development programs, and work environment modifications.



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E. Reporting Harassment, Intimidation, or Bullying

The Board of Education requires the Principal at each school to be responsible for receiving all complaints alleging harassment, intimidation, or bullying committed by an adult or youth against a student. All Board members, school employees, and volunteers and contracted service providers who have contact with students, are required to verbally report alleged acts of harassment, intimidation, or bullying to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident. All Board members, school employees, and contracted service providers who have contact with students, also shall submit a New Jersey Department of Education-approved HIB 338 Form to the Principal within two school days of the verbal report. Failure to make the required report(s) may result in disciplinary action. The HIB 338 Form shall be kept on file at the school, but shall not be included in any student record unless the incident results in disciplinary action or is otherwise required to be contained in a student's record under State or Federal Law.

The district may not fail to initiate an investigation of harassment, intimidation, or bullying solely because written documentation was not provided. Failing to conduct a harassment, intimidation, or bullying investigation solely because a parent or student did not submit written documentation violates the Anti-Bullying Bill of Rights Act and this Policy. If a parent makes a verbal allegation of harassment, intimidation, or bullying to a district staff member, but does not complete and submit the HIB 338 Form, the staff member or a designee must complete and submit the HIB 338 Form.

The Principal or designee is required to inform the parents of all students involved in alleged incidents, and, as appropriate, may discuss the availability of counseling and other intervention services. Pursuant to N.J.A.C. 6A:16-7.7(a)2.viii.(2), when providing notification to the parents of all students involved, the Principal or designee shall take into account the circumstances of the incident when conveying the nature of the incident, including the actual or perceived category motivating the alleged offense. The Principal or designee shall keep a written record of the date, time, and manner of notification to the parents.



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The Principal, upon receiving a verbal or written report, may take interim measures to ensure the safety, health, and welfare of all parties pending the findings of the investigation.

Students, parents, and visitors are encouraged to report alleged acts of harassment, intimidation, or bullying to the Principal or designee on the same day when the individual witnessed or received reliable information regarding any such incident. The school district shall provide a person an online means to complete the HIB 338 Form to anonymously report an act of harassment, intimidation, or bullying. Formal action for violations of the Code of Student Conduct may not be taken solely on the basis of an anonymous report.

A Board member or school employee who promptly reports an incident of harassment, intimidation, or bullying and who makes this report in compliance with the procedures set forth in this Policy, is immune from a cause of action for damages arising from any failure to remedy the reported incident.

The Principal shall promptly submit a copy of each completed HIB 338 Form to the Superintendent.

The district may consider every mechanism available to simplify reporting, including standard reporting forms and/or web-based reporting mechanisms. For anonymous reporting, in addition to making the HIB 338 Form available online, the district may consider locked boxes located in areas of a school where reports can be submitted without fear of being observed.

A school administrator who receives a report of harassment, intimidation, or bullying or who determines a reported incident or complaint, assuming all facts presented are true, is a report within the scope of N.J.S.A. 18A:37-14 and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action. The district also should consider procedures and disciplinary action when it is found that someone had information regarding a harassment, intimidation, or bullying incident, but did not make the required report(s).



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F. Anti-Bullying Coordinator, Anti-Bullying Specialist, and School Safety/School Climate Team(s)

1. The Superintendent shall appoint a district Anti-Bullying Coordinator. The Superintendent shall make every effort to appoint an employee of the school district to this position.

The district Anti-Bullying Coordinator shall:

- a. Be responsible for coordinating and strengthening the school district's policies to prevent, identify, and address harassment, intimidation, or bullying of students;
 - b. Collaborate with school Anti-Bullying Specialists in the district, the Board of Education, and the Superintendent to prevent, identify, and respond to harassment, intimidation, or bullying of students in the district;
 - c. Provide data, in collaboration with the Superintendent, to the Department of Education regarding harassment, intimidation, or bullying of students;
 - d. Execute such other duties related to school harassment, intimidation, or bullying as requested by the Superintendent; and
 - e. Meet at least twice a school year with the school Anti-Bullying Specialist(s) to discuss and strengthen procedures and policies to prevent, identify, and address harassment, intimidation, or bullying in the district.
2. The Principal in each school shall appoint a school Anti-Bullying Specialist. The Anti-Bullying Specialist shall be a guidance counselor, school psychologist, or other certified staff member trained to be the Anti-Bullying Specialist from among the currently employed staff in the school.



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The school Anti-Bullying Specialist shall:

- a. Chair the School Safety/School Climate Team as provided in N.J.S.A. 18A:37-21;
- b. Lead the investigation of incidents of harassment, intimidation, or bullying in the school; and
- c. Act as the primary school official responsible for preventing, identifying, and addressing incidents of harassment, intimidation, or bullying in the school.

3. A School Safety/School Climate Team shall be formed in each school in the district to develop, foster, and maintain a positive school climate by focusing on the on-going systemic operational procedures and educational practices in the school, and to address issues such as harassment, intimidation, or bullying that affect school climate and culture. Each School Safety/School Climate Team shall meet, at a minimum, two times per school year. The School Safety/School Climate Team shall consist of the Principal or the Principal's designee who, if possible, shall be a senior administrator in the school and the following appointees of the Principal: a teacher in the school; a school Anti-Bullying Specialist; a parent of a student in the school; and other members to be determined by the Principal. The school Anti-Bullying Specialist shall serve as the chair of the School Safety/School Climate Team.

The School Safety/School Climate Team shall:

- a. Receive records of all complaints of harassment, intimidation, or bullying of students that have been reported to the Principal;
- b. Receive copies of all reports prepared after an investigation of an incident of harassment, intimidation, or bullying;
- c. Identify and address patterns of harassment, intimidation, or bullying of students in the school;



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- d. Review and strengthen school climate and the policies of the school in order to prevent and address harassment, intimidation, or bullying of students;
- e. Educate the community, including students, teachers, administrative staff, and parents, to prevent and address harassment, intimidation, or bullying of students;
- f. Participate in the training required pursuant to the provisions of N.J.S.A. 18A:37-13 et seq. and other training which the Principal or the district Anti-Bullying Coordinator may request. The School Safety/School Climate Team shall be provided professional development opportunities that may address effective practices of successful school climate programs or approaches; and
- g. Execute such other duties related to harassment, intimidation, or bullying as requested by the Principal or district Anti-Bullying Coordinator.

Notwithstanding any provision of N.J.S.A. 18A:37-21 to the contrary, a parent who is a member of the School Safety/School Climate Team shall not participate in the activities of the team set forth in 3. a., b., or c. above or any other activities of the team which may compromise the confidentiality of a student, consistent with, at a minimum, the requirements of the Family Educational Rights and Privacy Act (20 U.S.C. Section 1232 and 34 CFR Part 99), N.J.A.C. 6A:32-7, Student Records and N.J.A.C. 6A:14-2.9, Student Records.

G. Investigating Allegations of Harassment, Intimidation, or Bullying

Prior to initiating an investigation regarding a reported incident or complaint, the Principal or designee, in consultation with the anti-bullying specialist, shall make a preliminary determination as to whether a reported incident or complaint, assuming all facts are presented as true, is a report within the scope of N.J.S.A. 18A:37-14.

Should the Principal or designee, in consultation with the anti-bullying specialist, determine that a reported incident or complaint, assuming all facts presented are true, is not a report within the scope of N.J.S.A.



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18A:37-14, the incident will be addressed through the Board's Code of Student Conduct policy. The HIB 338 Form shall be completed, even if a preliminary determination is made not to conduct an investigation of harassment, intimidation, or bullying because the reported incident or complaint is a report outside the scope of the definition of harassment, intimidation, or bullying, and must be submitted to the Superintendent. The Principal will provide the parents of the alleged offender(s) and victim(s) with formal notice of the decision not to initiate a harassment, intimidation, or bullying investigation.

The HIB 338 Form shall be kept on file at the school and will only be added to a student record if the alleged incident is founded, disciplinary action is imposed or is otherwise required to be contained in a student's record under State or Federal law.

The Superintendent may require the Principal to conduct a harassment, intimidation, or bullying investigation of the incident if the Superintendent determines that the incident is within the scope of harassment, intimidation, or bullying and shall notify the Principal of this determination in writing. Should the Superintendent require the Principal to conduct a harassment, intimidation, or bullying investigation, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school anti-bullying specialist.

Additionally, any preliminary determination that finds the incident or complaint is a report outside the scope of N.J.S.A. 18A:37-14 may be appealed to the Board, pursuant to the Board policies and procedures governing student grievances, and thereafter to the Commissioner (N.J.A.C. 6A:16-7.7(a)ix(1) and (a)ix(1)(A)). Should the preliminary determination not to conduct an investigation of harassment, intimidation, or bullying be overturned, the Principal will immediately initiate an investigation of harassment, intimidation, or bullying by referring the matter to the school anti-bullying specialist.

The Board requires a thorough and complete investigation to be conducted for each reported incident or complaint, assuming all facts presented are true, that is determined to be a report within the scope of N.J.S.A. 18A:37-14. The investigation shall be initiated by the Principal or designee within one school day of the verbal report of the incident. The investigation shall be conducted by the school anti-bullying specialist appointed by the Principal. The Principal may appoint additional personnel who are not school anti-bullying specialists to assist the school



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anti-bullying specialist in the investigation. Investigations of complaints concerning adult conduct shall not be investigated by a member of the same bargaining unit as the individual who is the subject of the investigation. The anti-bullying specialist may not participate in an investigation regarding their supervisor or staff at a higher administrative level.

The investigation shall be completed, and the written findings submitted to the Principal as soon as possible, but not later than ten school days from the date of the written report of the alleged incident of harassment, intimidation, or bullying or ten school days from the date of the written notification from the Superintendent to the Principal to initiate an investigation. Should information regarding the reported incident and the investigation be received after the end of the ten-day period, the school anti-bullying specialist or the Principal shall amend the original report of the results of the investigation to ensure there is an accurate and current record of the facts and activities concerning the reported incident.

The Principal shall proceed in accordance with the Code of Student Conduct, as appropriate, based on the investigation findings. The Principal shall submit the report to the Superintendent within two school days of the completion of the investigation and in accordance with the Administrative Procedures Act (N.J.S.A. 52:14B-1 et seq.). As appropriate to the findings from the investigation, the Superintendent shall ensure the Code of Student Conduct has been implemented and provide intervention services, order counseling, establish training programs to reduce harassment, intimidation, or bullying and enhance school climate, or take or recommend other appropriate action, including seeking further information as necessary.

The Superintendent shall report the results of each investigation to the Board no later than the date of the regularly scheduled Board meeting following the completion of the investigation. The Superintendent's report also shall include information on any consequences imposed under the Code of Student Conduct, intervention services provided, counseling ordered, training established or other action taken or recommended by the Superintendent.



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Parents of the students who are parties to the investigation shall be provided with information about the investigation, in accordance with Federal and State law and regulation. The information to be provided to parents includes the nature of the investigation, whether the district found evidence of harassment, intimidation, or bullying, or whether consequences were imposed or services provided to address the incident of harassment, intimidation, or bullying. This information shall be provided in writing within five school days after the results of the investigation are reported to the Board.

A parent may request a hearing before the Board after receiving the information. Any request by the parents for a hearing before the Board concerning the written information about a harassment, intimidation, or bullying investigation, pursuant to N.J.S.A. 18A:37-15(b)(6)(d), must be filed with the Board Secretary no later than sixty calendar days after the written information is received by the parents. The hearing shall be held within ten business days of the request. Prior to the hearing, the Superintendent shall confidentially share a redacted copy of the HIB 338 Form that removes all student identification information with the Board. The Board shall conduct the hearing in executive session, pursuant to the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.), to protect the confidentiality of the students. At the hearing, the Board may hear testimony from and consider information provided by the school anti-bullying specialist and others, as appropriate, regarding the alleged incident; the findings from the investigation of the alleged incident; recommendations for consequences or services; and any programs instituted to reduce such incidents, prior to rendering a determination.

At the regularly scheduled Board meeting following its receipt of the report or following a hearing in executive session, the Board shall issue a decision, in writing, to affirm, reject, or modify the Superintendent's decision. The Board's decision may be appealed to the Commissioner of Education, in accordance with N.J.A.C. 6A:3, no later than ninety days after the issuance of the Board's decision.

A school administrator who receives a report of harassment, intimidation, or bullying and fails to initiate or conduct an investigation, or who should have known of an incident of harassment, intimidation, or bullying and fails to take sufficient action to minimize or eliminate the harassment, intimidation, or bullying, may be subject to disciplinary action.



The Board also requires the thorough investigation of complaints or reports of harassment, intimidation, or bullying, occurring on district school buses, at district school-sponsored functions, and off school grounds involving a student who attends an approved private school for students with disabilities. The investigation will be conducted by the Board's anti-bullying specialist in consultation with the approved private school for students with disabilities.]

H. Responding to Harassment, Intimidation, or Bullying

The Board of Education authorizes the Principal of each school to define the range of ways in which school staff will respond once an incident of harassment, intimidation, or bullying is confirmed, and the Superintendent shall respond to confirmed harassment, intimidation, or bullying, according to the parameters described below and in this Policy. The Board recognizes that some acts of harassment, intimidation, or bullying may be isolated incidents requiring that the school officials respond appropriately to the individual(s) committing the acts. Other acts may be so serious or parts of a larger pattern of harassment, intimidation, or bullying that they require a response either at the classroom, school building, or school district levels or by law enforcement officials. Consequences and appropriate remedial actions for a student who commits an act of harassment, intimidation, or bullying may range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions.

In considering whether a response beyond the individual is appropriate, school officials shall consider the nature and circumstances of the act; the degree of harm; the nature and severity of the behavior; past incidences or past or continuing patterns of behavior; and the context in which the alleged incident(s) occurred. Institutional (i.e., classroom, school building, school district) responses can range from school and community surveys, to mailings, to focus groups, to adoption of research-based harassment, intimidation, or bullying prevention program models, to training for certificated and non-certificated staff, to participation of parents and other community members and organizations, to small or large group presentations for fully addressing the actions and the school's



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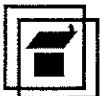
Harassment, Intimidation, or Bullying

response to the actions, in the context of the acceptable student and staff member behavior and the consequences of such actions, and to the involvement of law enforcement officers, including safe schools resource officers.

This Policy and the Code of Student Conduct shall apply to instances when a school employee is made aware of alleged harassment, intimidation, or bullying occurring off school grounds.

For every incident of harassment, intimidation, or bullying, the school officials must respond appropriately to the individual who committed the act. The range of responses to confirmed harassment, intimidation, or bullying acts should include individual, classroom, school, or district responses, as appropriate to the findings from each incident. Examples of responses that apply to each of these categories are provided below:

1. Individual responses can include positive behavioral interventions (e.g., peer mentoring, short-term counseling, life skills groups) and punitive actions (e.g., detention, in-school or out-of-school suspension, expulsion, law enforcement report or other legal action).
2. Classroom responses can include class discussions about an incident of harassment, intimidation, or bullying, role plays, research projects, observing and discussing audio-visual materials on these subjects, and skill-building lessons in courtesy, tolerance, assertiveness, and conflict management.
3. School responses can include theme days, learning station programs, parent programs, and information disseminated to students and parents, such as fact sheets or newsletters explaining acceptable uses of electronic and wireless communication devices or strategies for fostering expected student behavior.
4. District-wide responses can include community involvement in policy review and development; professional development programs; adoption of curricular and school-wide programs, coordination with community-based organizations (e.g., mental health, health services, health facilities, law enforcement officials, faith-based organizations); and disseminating information on the core ethical values adopted by the Board's Code of Student Conduct, per N.J.A.C. 6A:16-7.1(a)2.



In providing support for victims of harassment, intimidation, or bullying, the district should identify a range of strategies and resources, which may include, but is not limited to, the following actions for individual victims:

- Counseling;
- Teacher Aides;
- Hallway and playground monitors;
- Schedule changes;
- Before and after school supervision;
- School transportation supervision;
- School transfers; and
- Therapy.

I. Reprisal or Retaliation

The Board of Education prohibits a Board member, school employee, contracted service provider who has contact with students, school volunteer, or student from engaging in reprisal, retaliation, or false accusation against a victim, witness, or any other person who has reliable information about an act of harassment, intimidation, or bullying or who reports an act of harassment, intimidation, or bullying. The consequence and appropriate remedial action for a person who engages in reprisal or retaliation shall be determined by the administrator after consideration of the nature, severity, and circumstances of the act, in accordance with case law, Federal and State statutes and regulations, and district policies and procedures.

J. False Accusations of Harassment, Intimidation, or Bullying

The Board of Education prohibits any person from falsely accusing another as a means of harassment, intimidation, or bullying.

1. Students - Consequences and appropriate remedial action for a student could range from positive behavioral interventions up to and including suspension or expulsion, as permitted under N.J.S.A. 18A:37-1, Discipline of Pupils and as set forth in N.J.A.C. 6A:16-7.2, Short-term suspensions, N.J.A.C. 6A:16-7.3, Long-term suspensions, and N.J.A.C. 6A:16-7.4, Expulsions;



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Harassment, Intimidation, or Bullying

2. School Employees - Consequences and appropriate remedial action for a school employee or contracted service provider who has contact with students could entail discipline in accordance with district policies, procedures, and agreements; and
3. Visitors or Volunteers - Consequences and appropriate remedial action for a visitor or volunteer could be determined by the school administrator after consideration of the nature, severity, and circumstances of the act, including law enforcement reports or other legal actions, removal of buildings or grounds privileges, or prohibiting contact with students or the provision of student services.

K. Additional Policy Requirements

The Board of Education requires the Superintendent to annually disseminate this Policy to all school employees, contracted service providers who have contact with students, school volunteers, students and parents who have children enrolled in a school in the school district, along with a statement explaining that this Policy applies to all acts of harassment, intimidation, or bullying, pursuant to N.J.S.A. 18A:37-14, that occur on school property, at school-sponsored functions or on a school bus and, as appropriate, acts that occur off school grounds.

The Superintendent shall post a link to this Policy that is prominently displayed on the home page of the school district's website. The Superintendent shall ensure that notice of this Policy appears in the student handbook and all other publications of the school district that set forth the comprehensive rules, procedures, and standards for schools within the school district.

The Superintendent shall post the name, school phone number, school address and school email address of the district anti-bullying coordinator on the home page of the school district's website. Additionally, the Superintendent shall post the contact information for the School Climate State Coordinator on the school district home page alongside this Policy.



POLICY

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Harassment, Intimidation, or Bullying

Each Principal or designee shall post the name, school phone number, school address, and school email address of both the school anti-bullying specialist and the district anti-bullying coordinator on the home page of each school's website.

The Superintendent shall post the New Jersey Department of Education's Guidance for Parents on the Anti-Bullying Bill of Rights Act on the district homepage and on the homepage for each school in the district with a website.

The Superintendent and the Principals shall provide training on the school district's harassment, intimidation, or bullying policies to school employees contracted service providers and volunteers who have significant contact with students. The training shall include instruction on preventing bullying on the basis of the protected categories enumerated in N.J.S.A. 18A:37-14 and other distinguishing characteristics that may incite incidents of discrimination, harassment, intimidation, or bullying. The school district's employee training program shall include information regarding the school district policy against harassment, intimidation, or bullying, which shall be provided to full-time and part-time staff, contracted service providers and school volunteers who have significant contact with students.

The Superintendent shall develop and implement a process for annually discussing the school district policy on harassment, intimidation, or bullying with students. The Superintendent and the Principal(s) shall annually conduct a re-evaluation, reassessment, and review of this Policy and any report(s) and/or finding(s) of the school safety/school climate team, with input from the school anti-bullying specialists, and recommend revisions and additions to this Policy as well as to harassment, intimidation, or bullying prevention programs and approaches based on the findings from the evaluation, reassessment, and review.

L. Harassment, Intimidation, or Bullying Training and Prevention Programs

Each public school teacher and educational services professional shall be required to complete at least two hours of instruction in harassment, intimidation, or bullying prevention within each five year professional development period as part of the professional development requirement pursuant to N.J.S.A. 18:37-22.d. The required two hours of suicide



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Harassment, Intimidation, or Bullying

prevention instruction shall include information on the risk of suicide and incidents of harassment, intimidation, or bullying and information on reducing the risk of suicide in students who are members of communities identified as having members at high risk of suicide.

Each newly elected or appointed Board member must complete, during the first year of the member's first term, a training program on harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:12-33.

A school leader shall complete school leader training that shall include information on the prevention of harassment, intimidation, or bullying as required in N.J.S.A. 18A:26-8.2.

The school district shall annually observe a "Week of Respect" beginning with the first Monday in October. In order to recognize the importance of character education, the school district will observe the week by providing age-appropriate instruction focusing on the prevention of harassment, intimidation, or bullying as defined in N.J.S.A. 18A:37-14. Throughout the school year the district will provide ongoing age-appropriate instruction on preventing harassment, intimidation, or bullying, in accordance with the New Jersey Student Learning Standards, pursuant to N.J.S.A. 18A:37-29.

The school district and each school in the district will annually establish, implement, document, and assess harassment, intimidation, or bullying prevention programs or approaches, and other initiatives in consultation with school staff, students, administrators, volunteers, parents, law enforcement, and community members. The programs or approaches and other initiatives shall be designed to create school-wide conditions to prevent and address harassment, intimidation, or bullying in accordance with the provisions of N.J.S.A. 18A:37-17.

M. Reports to Board of Education and New Jersey Department of Education

The Superintendent shall report two times each school year, between September 1 and January 1 and between January 1 and June 30 at a public hearing all acts of violence, vandalism, and harassment, intimidation, or bullying which occurred during the previous reporting period in



accordance with the provisions of N.J.S.A. 18A:17-46. The information shall also be reported to the New Jersey Department of Education in accordance with N.J.S.A. 18A:17-46.

N. School and District Grading Requirements

Each school and each district shall receive a grade for the purpose of assessing their efforts to implement policies and programs consistent with the provisions of N.J.S.A. 18:37-13 et seq. The grade received by a school and the district shall be posted on the homepage of the school's website and the district's website in accordance with the provisions of N.J.S.A. 18A:17-46. A link to the report that was submitted by the Superintendent to the Department of Education shall also be available on the school district's website. This information shall be posted on the websites within ten days of receipt of the grade for each school and the district.

O. Reports to Law Enforcement

The Superintendent or designee and the Principal shall consult law enforcement, as appropriate, pursuant to the provisions of the Uniform State Memorandum of Agreement Between Education and Law Enforcement Officials, if the student's behavior may constitute a possible violation of the New Jersey Code of Criminal Justice.

Some acts of harassment, intimidation, or bullying may be bias-related acts and school officials must report to law enforcement officials any bias related acts, in accordance with N.J.A.C. 6A:16-6.3(e), and pursuant to the provisions of the Memorandum of Agreement Between Education and Law Enforcement Officials.

P. Collective Bargaining Agreements and Individual Contracts

Nothing in N.J.S.A. 18A:37-13.1 et seq. may be construed as affecting the provisions of any collective bargaining agreement or individual contract of employment in effect on the Anti-Bullying Bill of Rights Act's effective date (January 5, 2011). N.J.S.A. 18A:37-30.



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Harassment, Intimidation, or Bullying

The Board of Education prohibits the employment of or contracting for school staff positions with individuals whose criminal history record check reveals a record of conviction for a crime of bias intimidation or conspiracy to commit or attempt to commit a crime of bias intimidation.

Q. Students with Disabilities

Nothing contained in N.J.S.A. 18A:37-13.1 et seq. may alter or reduce the rights of a student with a disability with regard to disciplinary actions or to general or special education services and supports. N.J.S.A. 18A:37-32.

The school district shall submit all subsequent amended Harassment, Intimidation, or Bullying Policies to the Executive County Superintendent of Schools within thirty days of Board adoption.

N.J.S.A. 18A:37-13 through 18A:37-37

N.J.A.C. 6A:16-7.1 through 6A:16-7.9

Adopted: October 2022





BRADLEY BEACH Board of Education

Job Description

Title: School Counselor

Reports To: Director of Special Services, Principal / Superintendent

Nature and Job Summary:

- Under the direction of the Director of Special Services and Principal / Superintendent, coordinate and deliver comprehensive school-wide counseling program;
- Implements school counseling and guidance program curriculum: conduct counseling and guidance learning activities in the classroom for each grade level during the year in collaboration with the teaching staff;
- Provides services to students which will assist the student in making appropriate decisions relative to his/her educational objectives, school program and relationships with teachers and other students;
- Develop and maintain effective working relationships with students, parents, community groups and social service agencies.

Qualifications:

- Valid New Jersey School Counselor Certification New Jersey Student Personnel Services Certificate or eligibility
- Valid New Jersey Driver's License
- Demonstrated aptitude or competence for assigned responsibilities
- Ability to be sensitive to the needs of students; ability to deal politely with members of the public
- Demonstrate the ability to communicate effectively in English, both orally and in writing, using proper grammar and vocabulary
- Requires sufficient human relation skills to work productively and cooperatively with teachers, students, and parents in informal settings, exercise patience when conveying information, and demonstrate sensitivity to the special needs of students.
- Requires the ability to relate positively to and work cooperatively with parents and students in a way that builds confidence, social skills, positive behaviors, and recognizes socioeconomic and cultural differences.
- Ability to maintain confidentiality in dealing with students, parents and faculty and with the appropriate records;
- Required Criminal History Check.
- Provide proof of US citizenship or legal Resident Alien status by completing Federal Form I-9.
- Pass required State Mantoux/Tuberculin test and physical exam as required.

- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

Duties and Responsibilities

1. Conducts structured, goal-oriented, individual, small and large group counseling sessions to assist students in exploring, interpreting and developing personal decision making competencies, to enhance self-esteem and self understanding; develop academic, career and personal/social life plans.
2. Advises students in developing appropriate course choices based on long range plans of study and identified career interests; assists students with choosing and applying to appropriate High Schools. Coordinates, attends and participates in student and parent orientations for High Schools.
3. Oversees with other support staff the Multi-Tiered System of Support. Works with teachers, support staff, administrations and parents in effectuating remediation plans for students with attendance, behavior and learning problems.
4. Collaborates with administrators and teachers to handle behavior issues by developing and implementing behavior support plans for students
5. Incorporates guidance lessons that address repetitive behavioral issues: respecting authority, anger management and bullying.
6. Plans for and oversees school-wide events, such as Red Ribbon Week, Month of Respect, etc.
7. Collects, coordinates, interprets and disseminates meaningful information about students which leads to the collaboration with other professionals to address students' individual needs and special abilities; maintains a close relationship with the child study team
8. Assists with the the implementation of school-wide PBSIS and other positive behavior supports
9. Assist with Junior National Honor Society, Honor Roll and other academic recognitions
10. Confers with students, parents, teachers, and administrators in regard to individual student progress, and arranges conferences when requested with student, parent, teacher, and/or administrator.
11. Assists with scheduling for ongoing students: prepares educational plan, current schedule of courses, and schedule changes for individual students, and assists with master schedule development.
12. Makes appropriate referrals within the district and various outside community agencies, make home visits as directed.

Verification of Competency:

1. District application and resume.
2. Required documentation outlined in the qualifications above.
3. A minimum of three letters of reference from former employers
4. Official college transcripts
5. Employment interview.

Physical Demands, Visual Acuity and Working Conditions:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job. Unless reasonable accommodations can be made while performing this job, the staff member shall:

1. Use strength to lift items needed to perform the functions of the job.
2. Sit, stand, and walk for required periods of time.
3. Speak and hear.
4. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
5. Communicate effectively in English and Spanish, using proper grammar and vocabulary.
6. Be able to drive and safely operate a vehicle.
7. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

Environmental Demands:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive.

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air conditioned and ventilated facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.
6. Function in various at-home environments, while visiting families.
7. Exposure to outdoor conditions that may change as home visits will take place at various times during the day and evening hours.

Terms of Employment:

10 Month salaried position with agreement between the Bradley Beach Educational Association and the Bradley Beach School District.

Conditions established by laws and codes of the State, and policies, rules, and regulations established by the Board of Education (N.J.S.A. 18A:27-4 et).

The School Counselor will be evaluated by the Director of Special Services /School Principal.

Date Adopted: November, 2022



BRADLEY BEACH Board of Education

Job Description

Title: Home School Liaison

Reports To: Director of Special Services, Principal / Superintendent

Nature and Job Summary:

- Under the direction of the Director of Special Services and Principal / Superintendent, coordinate communications, information and services between the school, home, community and community agencies;
- Facilitate home and community understanding of school programs and objectives and secure parent involvement in school activities;
- Serves as a communications liaison between families, community agencies, and the school for policies, conduct, positive attendance, and student / family assistance;
- Develop and maintain effective working relationships with students, parents, community groups and social service agencies.

Qualifications:

- Demonstrated aptitude or competence for assigned responsibilities
- Demonstrate the ability to communicate effectively in English/Spanish, both orally and in writing, using proper grammar and vocabulary.
- Valid NJ Drivers Licence
- Must possess High School Diploma, Associates Degree or equivalent is preferred
- The position requires basic knowledge of programs at the federal, state, community, and district level aimed at improving attendance and achievement with low income, immigrant, and other potentially 'at-risk' students and families.
- Requires sufficient human relation skills to work productively and cooperatively with teachers, students, and parents in informal settings, exercise patience when conveying information, and demonstrate sensitivity to the special needs of students.
- Requires the ability to relate positively to and work cooperatively with parents and students in a way that builds confidence, social skills, positive behaviors, and recognizes socioeconomic and cultural differences.
- Required Criminal History Check.
- Provide proof of US citizenship or legal Resident Alien status by completing Federal Form I-9.
- Pass required State Mantoux/Tuberculin test and physical exam as required.
- Such alternatives to the above qualifications as the Board may find appropriate and acceptable

Duties and Responsibilities

1. Acts as a resource for families for the purpose of providing information and support. Explains services available to students and families within the school and the community.
2. Unite outside organizations, schools and families; inform families of available resources from community agencies.
3. Maintain communication with parents by telephone, home visits and e-mail regarding student deficiencies in attendance; verify student absences, obtain parent signatures and verify residency.
4. Assists parents with the completion of school documents (e.g. registration packets, school lunch forms) for the purpose of facilitating the exchange of accurate information between school and home.
5. Conducts home visits as needed, must be able to drive a vehicle to make home visits to acquire information and discuss school-related problems such as absenteeism, illnesses, behavior problems and other matters
6. Document referrals for psychological, academic tutoring, medical, clothing, housing, and legal assistance.
7. Receives referrals and responds to requests for resource information and parent support.
8. Assists in the presentation of parent workshops for families on topics of interest and to enhance relations with the schools.
9. Work as needed to support the BBES PTA.
10. Communicates with teachers and parents regarding student's school work for the purpose of promoting academic progress.
11. Participates in parent/student meetings (e.g. student study team, IEPs, discipline conferences) for the purpose of exchanging clear information.
12. Provides support and resources for parents for the purpose of improving student attendance.
13. Translates school correspondence for the purpose of providing information to parents in home language in order to increase communication.
14. Maintains logs and summary reports of parent contacts, learning materials distributed, support groups, parent workshops, etc
15. Performs other related duties, as assigned, for the purpose of ensuring successful communication between the school and home and a positive educational experience for the students and family.

Verification of Competency:

1. District application and resume.
2. Required documentation outlined in the qualifications above.
3. A minimum of three letters of reference from former employers
4. Official college transcripts/ High school diploma.

5. Employment interview.

Physical Demands, Visual Acuity and Working Conditions:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential responsibilities and functions of the job. Unless reasonable accommodations can be made while performing this job, the staff member shall:

1. Use strength to lift items needed to perform the functions of the job.
2. Sit, stand, and walk for required periods of time.
3. Speak and hear.
4. Use close vision, color vision, peripheral vision and depth perception along with the ability to focus vision.
5. Communicate effectively in English and Spanish, using proper grammar and vocabulary.
6. Be able to drive and safely operate a vehicle.
7. Reach with hands and arms and use hands and fingers to handle objects and operate tools, computers, and/or controls.

Environmental Demands:

The environmental demands described here are representative of those that must be met by an employee to successfully perform the essential responsibilities and functions of the job and are not meant to be all inclusive.

1. Exposure to a variety of childhood and adult diseases and illnesses.
2. Occasional exposure to a variety of weather conditions.
3. Exposure to heated/air conditioned and ventilated facilities.
4. Exposure to a building in which a variety of chemical substances are used for cleaning, instruction, and/or operation of equipment.
5. Function in a workplace that is usually moderately quiet but that can be noisy at times.
6. Function in various at-home environments, while visiting families.
7. Exposure to outdoor conditions that may change as home visits will take place at various times during the day and evening hours.

Terms of Employment:

Part time Position, paid in an hourly rate.. Salary will be in accordance with the budgeted position and may change based on yearly budget allocations.

Conditions established by laws and codes of the State, and policies, rules, and regulations established by the Board of Education (N.J.S.A. 18A:27-4 et).
The Home School Liaison will be evaluated by the Director of Special Services /School Principal.

Date Adopted: November, 2022

FROM THE DESK OF

Joanne Shu

October 28, 2022

Dr. Elizabeth J. Franks, Ed. D., President
Bradley Beach Board of Education
Bradley Beach Elementary School
515 Brinley Avenue
Bradley Beach, NJ 07720

cc: Mr. Michael Heidelberg

Dear Dr. Franks,

It is with great regret that I will be resigning from the Bradley Beach Board of Education effective November 30, 2022. I have been accepted into graduate school and will not be living in Bradley Beach; therefore, I will be unable to fulfill the rest of my term. It has been a pleasure and honor to have worked with you and members of the board. It has also been an honor to serve the students of Bradley Beach and the Bradley Beach community.

I am sad to be leaving my position, but I look forward to hearing about the students' progress and the school. Thank you so much for giving me the opportunity to serve this wonderful community.

Warm regards,

Joanne Shu



October 28, 2022

Bradley Beach Elementary School
515 Brinly Avenue
Bradley Beach, NJ 07720
ATT; Michael Hirdelberg, Superintendent/ Principal
Melanie McCarthy, Administrative Assistant

I am Judy Sillen, representing a film, "Here's . . . Yianni" written by Christina Eliopoulos, who grew up in Asbury Park. She was inspired by a true narrative. It is basically a sweet love story about a restaurateur who has recently been diagnosed with dementia and is reflecting on his life.

We respectfully request the use of the front schoolyard at the Bradley Beach Elementary School on November 7, 2022 for one flashback scene in the afternoon, 3:15 to 7:00, with the art department to place some picnic tables at 2:00 pm. The actual filming won't take place until around 4:00 or 4:30 and is only one scene. The name of the school will not be visible, and no children from the Bradley Beach Elementary will be filmed. Talent will be 30 children (extras) along with a few adults acting as teachers. I have met with the Mayor, Police Chief and Administrative Assistant and have their support as to filming in and around Bradley Beach.

We should have the Insurance Certificate today and we will happily pay a fee or make a donation, as per your choosing.

We anxiously await approval for November 7th.

Yours truly,

A handwritten signature in black ink that reads "Judy Sillen". The signature is written in a cursive style with a large, sweeping "J" and "S".

Judy Sillen
917.647.7557



David Tonzola <dtonzola@bbesnj.org>

Ellis Island project 2023 additional information

1 message

Tue, Oct 18, 2022 at 11:59 AM

To: "mheidelberg@bbesnj.org" <mheidelberg@bbesnj.org>, "dtonzola@bbesnj.org" <dtonzola@bbesnj.org>

Dear Mr. Heidelberg and Mr. Tonzola,

These are the hours the BBAC will need for use of the BBES auditorium:

- | | |
|---|---------------|
| Thursday, January 26, dress rehearsal | 3:30-10:30 pm |
| Friday, January 27, rehearsal & performance | 3:30-10:30 pm |
| Saturday January 28, performance | 5:00-10:30 pm |
| Sunday January 29, matinee performance | 12:00-5:30 pm |
| | |
| Friday, February 3, brush up rehearsal, performance | 3:30-10:30 pm |
| Saturday February 4, performance | 5:00-10:30 pm |
| Sunday February 5, matinee performance | 12:00-5:30 pm |

Please add these specific times to our formal request.

Thank you,

Julia Sandra Rand, Chair
BBAC

**10 General Fund
 Assets and Liabilities**

Assets		
101	Cash	1,269,520.00
116	Capital Reserve Account	210,900.00
117	Maintenance Reserve Account	149,100.00
118	Emergency Reserve Account	178,500.00
121	Tax Levy Receivable	4,675,632.00
	Accounts Receivable:	
132	Interfund Receivable	10.99
141	A/R: State of NJ	475,407.35
		475,418.34
Resources		
301	Estimated Revenues (Control Account / Normal Debit Balance)	7,186,249.00
302	Revenues	(7,172,638.94)
		<u>13,610.06</u>
	Total assets and resources:	6,972,680.40

**Report of the Secretary to the Board of Education
Bradley Beach Board of Education
2022-23 October**

11/10/2022 10:10:10 AM

10 General Fund

**Interim Statements Comparing
 Budget Revenue with Actual to Date and
 Appropriations with Expenditures and Encumbrances to Date**

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
1XXX From Local Sources	6,605,110.00	6,591,499.94	13,610.06
3XXX From State Sources	581,139.00	581,139.00	.00
	7,186,249.00	7,172,638.94	13,610.06
Expenditures	Appropriations	Expenditures	Encumbrances
			Available Balance
General Current Expenses			
11-1xx-100-xxx Regular Programs	2,346,494.00	495,788.04	1,600,946.49
11-2xx-100-xxx Special Education	1,000.00	.00	.00
11-240-100-xxx Bilingual Education	123,894.00	21,568.24	87,232.18
11-401-100-xxx School-sponsored Co/Extra-Curricular Activities	42,260.00	12,797.20	121.83
11-402-100-xxx School-sponsored Athletics	46,311.00	6,627.00	5,472.50
	2,559,959.00	536,780.48	1,693,773.00
Undistributed Expenditures			
11-xxx-xxx-2xx Personal Services - Employee Benefits	563,538.00	200,113.54	338,899.08
11-000-xxx-xxx Other	4,399,966.18	1,010,279.73	2,830,675.92
	4,963,504.18	1,210,393.27	3,169,575.00
Capital Outlay			
12-000-4xx-xxx Facilities Acquisition and Construction Services	41,662.00	24,332.40	17,329.60
	41,662.00	24,332.40	17,329.60
Special Schools			
	.00	.00	.00
Other			
11-* Other General Current Expense	23,535.00	16,477.50	7,057.50
	23,535.00	16,477.50	7,057.50
	7,588,660.18	1,787,983.65	4,880,677.60
			919,998.93

10 General Fund

Statement of Appropriations
 Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Regular Programs - Instruction				
Local Contribution - Transfer to Special Revenue Fund - Inclusion	83,142.00	83,142.00	.00	.00
Kindergarten - Salaries of Teachers	161,878.00	30,969.20	123,876.80	7,032.00
Grades 1-5 - Salaries of Teachers	1,058,647.00	174,116.85	739,702.00	144,828.15
Grades 6-8 - Salaries of Teachers	903,527.00	161,835.00	687,240.00	54,452.00
Health Benefits	524,014.00	181,394.15	319,112.37	23,507.48
	2,731,208.00	631,457.20	1,869,931.17	229,819.63
Regular Programs - Home Instruction				
Salaries of Teachers	1,000.00	.00	.00	1,000.00
	1,000.00	.00	.00	1,000.00
Regular Programs - Undistributed Instruction				
Other Purchased Services (400-500 series)	7,500.00	434.00	1,423.00	5,643.00
General Supplies	87,800.00	33,424.45	23,900.48	30,475.07
Other Objects	43,000.00	11,866.54	24,804.21	6,329.25
Workmen's Compensation	7,000.00	7,000.00	.00	.00
	145,300.00	52,724.99	50,127.69	42,447.32
Special Education - Home Instruction				
Salaries of Teachers	1,000.00	.00	.00	1,000.00
	1,000.00	.00	.00	1,000.00
Bilingual Education - Instruction				
Salaries of Teachers	123,094.00	21,459.50	87,195.20	14,439.30
General Supplies	800.00	108.74	36.98	654.28
Health Benefits	32,524.00	11,719.39	19,786.71	1,017.90
	156,418.00	33,287.63	107,018.89	16,111.48
School - Sponsored Co-curricular and Extra-curricular Activities				
Salaries	35,127.00	6,242.20	.00	28,884.80
Supplies and Materials	250.00	.00	121.83	128.17
Other Objects	6,883.00	6,555.00	.00	328.00
	42,260.00	12,797.20	121.83	29,340.97
School - Sponsored Athletics				

Report of the Secretary to the Board of Education
 Bradley Beach Board of Education
 2022-23 October

	Appropriations	Expenditures	Encumbrances	Available Balance
11-402-100-100				
Salaries	27,811.00	5,327.00	.00	22,484.00
11-402-100-500				
Purchased Services (300-500 series)	15,000.00	1,300.00	5,472.50	8,227.50
11-402-100-600				
Supplies and Materials	3,500.00	.00	.00	3,500.00
	46,311.00	6,627.00	5,472.50	34,211.50
Summer School				
11-422-100-178				
Salaries of Teacher Tutors	23,535.00	16,477.50	.00	7,057.50
	23,535.00	16,477.50	.00	7,057.50
UNDISTRIBUTED EXPENDITURES				
Instruction				
11-000-100-561				
Tuition to Other LEAs Within the State-Regular	1,274,333.00	159,480.00	1,081,620.00	33,233.00
11-000-100-562				
Tuition to Other LEAs Within the State-Special	336,621.00	35,124.00	293,666.00	7,831.00
11-000-100-563				
Tuition to County Vocational School District - Regular	64,195.00	6,419.50	57,775.50	.00
11-000-100-564				
Tuition to County Vocational School District - Special	37,452.00	3,745.20	33,706.80	.00
11-000-100-568				
Tuition - State Facilities	40,270.00	8,054.00	32,216.00	.00
	1,752,871.00	212,822.70	1,498,984.30	41,064.00
Attendance and Social Work Services				
11-000-211-100				
Salaries	50,893.00	15,642.96	33,729.04	1,521.00
11-000-211-173				
Salaries of Family Liaisons/Community Parent Involvement Specialists	2,000.00	90.00	.00	1,910.00
11-000-211-220				
Social Security Contributions	4,047.00	.00	4,047.00	.00
11-000-211-270				
Health Benefits	27,939.00	10,523.95	16,672.11	742.94
11-000-211-600				
Supplies and Materials	800.00	418.11	.00	381.89
	85,679.00	26,675.02	54,448.15	4,555.83
Health Services				
11-000-213-100				
Salaries	63,973.00	15,590.00	46,720.00	1,663.00
11-000-213-220				
Social Security Contributions	356.00	.00	356.00	.00
11-000-213-270				
Health Benefits	34,057.00	7,329.72	.00	26,727.28
11-000-213-300				
Purchased Professional and Technical Services	5,000.00	.00	.00	5,000.00
11-000-213-600				
Supplies and Materials	1,885.00	141.03	659.00	1,084.97
11-000-213-800				
Other Objects	215.00	.00	214.00	1.00
	105,486.00	23,060.75	47,949.00	34,476.25
Speech/Occupational Therapy/Physical Therapy and Related Services				
11-000-216-100				
Salaries	62,494.00	12,482.00	49,770.00	242.00
11-000-216-320				
Purchased Professional - Educational Services	46,451.00	7,492.50	38,786.50	172.00
11-000-216-600				
Supplies and Materials	500.00	407.24	7.23	85.53
11-000-216-270				
Health Benefits	40,032.00	13,276.44	25,804.68	950.88
	149,477.00	33,658.18	114,368.41	1,450.41

Report of the Secretary to the Board of Education
 Bradley Beach Board of Education
 2022-23 October

	Appropriations	Expenditures	Encumbrances	Available Balance
Extraordinary Services				
11-000-217-100 Salaries	93,167.00	5,174.92	31,500.80	56,491.28
11-000-217-270 Health Benefits	72,585.00	22,639.13	49,345.03	600.84
	165,752.00	27,814.05	80,845.83	57,092.12
Guidance Services				
11-000-218-104 Salaries of Other Professional Staff	32,166.00	6,433.20	25,732.80	.00
11-000-218-270 Health Benefits	11,700.00	3,468.94	8,108.42	122.64
11-000-218-600 Supplies and Materials	750.00	677.94	33.78	38.28
	44,616.00	10,580.08	33,875.00	160.92
Child Study Teams				
11-000-219-104 Salaries of Other Professional Staff	150,732.00	39,860.24	109,742.76	1,129.00
11-000-219-320 Purchased Professional - Educational Services	1,000.00	.00	.00	1,000.00
11-000-219-600 Supplies and Materials	9,000.00	7,447.13	466.27	1,086.60
11-000-219-800 Other Objects	1,730.00	1,160.60	162.13	407.27
11-000-219-270 Health Benefits	58,062.00	19,337.15	32,932.25	5,792.60
	220,524.00	67,805.12	143,303.41	9,415.47
Improvement of Instruction Services				
11-000-221-102 Salaries of Supervisor of Instruction	101,885.00	31,347.54	66,000.00	4,537.46
11-000-221-104 Salaries of Other Professional Staff	3,200.00	2,790.00	.00	410.00
11-000-221-105 Salaries of Secretaries and Clerical Assistants	19,726.00	4,931.52	14,794.48	.00
11-000-221-220 Social Security Contributions	2,138.00	.00	2,138.00	.00
11-000-221-600 Supplies and Materials	1,000.00	.00	152.87	847.13
11-000-221-800 Other Objects	800.00	.00	350.00	450.00
	128,749.00	39,069.06	83,435.35	6,244.59
Instructional Staff Training Services				
11-000-223-320 Purchased Professional - Educational Services	1,000.00	500.00	500.00	.00
11-000-223-580 Travel - All Other	2,000.00	.00	.00	2,000.00
	3,000.00	500.00	500.00	2,000.00
Support Services - General Administration				
11-000-230-100 Salaries	170,830.00	53,837.80	110,243.03	6,749.17
11-000-230-331 Legal Services (Note: APSSD - Not Litigation Related Legal Services)	6,000.00	260.00	.00	5,740.00
11-000-230-332 Audit Fees	25,500.00	.00	25,500.00	.00
11-000-230-334 Architectural/Engineering Services	10,000.00	.00	.00	10,000.00
11-000-230-339 Other Purchased Professional Services	22,115.00	20,972.10	1,100.00	42.90
11-000-230-530 Communications / Telephone	10,760.00	4,401.83	3,593.21	2,764.96
11-000-230-585 BOE Other Purchased Services	4,100.00	.00	3,370.00	730.00

Report of the Secretary to the Board of Education
 Bradley Beach Board of Education
 2022-23 October

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-230-590	Miscellaneous Purchased Services (400-500) [Other than 530 and 585]	138.44	100.88	4,760.68
11-000-230-610	General Supplies	1,614.42	3,438.64	1,212.94
11-000-230-890	Miscellaneous Expenditures	2,789.62	.00	2,210.38
11-000-230-895	BOE Membership Dues and Fees	3,701.20	.00	98.80
		8,7715.41	147,345.76	34,309.83
	Support Services - School Administration			
11-000-240-103	Salaries of Principals / Assistant Principals / Program Directors	3,627.48	7,333.35	4.17
11-000-240-600	Supplies and Materials	.00	.00	200.00
11-000-240-800	Other Objects	.00	845.00	155.00
		3,627.48	8,178.35	359.17
	Central Services			
11-000-251-100	Salaries	57,642.71	98,432.68	10,012.61
11-000-251-330	Purchased Professional Services	300.00	.00	.00
11-000-251-340	Purchased Technical Services	21,732.80	400.00	.00
11-000-251-600	Supplies and Materials	1,658.92	.00	841.08
11-000-251-890	Miscellaneous Expenditures	1,884.53	.00	2,115.47
		82,818.96	98,832.68	12,969.16
	Administrative Information Technology			
11-000-252-100	Salaries	.00	.00	10,070.00
11-000-252-600	Supplies and Materials	2,055.12	.00	3,535.83
		2,055.12	.00	13,605.83
	Required Maintenance for School Facilities			
11-000-261-100	Salaries	6,905.36	13,811.64	12,403.00
11-000-261-420	"Cleaning, Repair, and Maintenance Services"	80,252.83	23,143.75	6,381.60
11-000-261-610	General Supplies	12,039.98	2,525.83	4,178.44
11-000-261-800	Other Objects	12,111.25	715.00	7,238.75
11-000-261-220	Social Security Contributions	.00	.00	2,534.00
11-000-261-270	Health Benefits	12,297.16	23,291.68	1,930.16
		123,606.58	63,487.90	34,665.95
	Custodial Services			
11-000-262-100	Salaries	58,651.74	115,218.68	4,379.58
11-000-262-107	Salaries of Non-Instructional Aides	5,157.02	.00	40,067.98
11-000-262-220	Social Security Contributions	.00	17,097.00	.00
11-000-262-260	Workmen's Compensation	35,697.74	.00	397.26
11-000-262-270	Health Benefits	18,036.88	34,143.32	2,243.80
11-000-262-300	Purchased Professional and Technical Services	5,079.29	.00	270.71

Report of the Secretary to the Board of Education
 Bradley Beach Board of Education
 2022-23 October

	Appropriations	Expenditures	Encumbrances	Available Balance
11-000-262-490				
11-000-262-520	5,150.00	1,051.40	4,084.60	14.00
11-000-262-610	83,512.00	56,629.49	.00	26,882.51
11-000-262-621	10,220.00	3,852.85	2,046.67	4,320.48
11-000-262-622	50,480.00	3,516.30	46,963.70	.00
	38,300.00	10,549.31	27,661.69	89.00
	524,103.00	198,222.02	247,215.66	78,665.32
Security				
11-000-266-420	9,000.00	1,990.22	750.00	6,259.78
11-000-266-610	2,000.00	420.00	.00	1,580.00
	11,000.00	2,410.22	750.00	7,839.78
Student Transportation Services				
11-000-270-160	38,501.00	12,833.68	25,667.32	.00
11-000-270-503	5,000.00	.00	.00	5,000.00
11-000-270-512	100.00	.00	.00	100.00
11-000-270-513	61,800.00	.00	.00	61,800.00
11-000-270-515	13,500.00	.00	.00	13,500.00
11-000-270-517	81,710.00	.00	81,710.00	.00
11-000-270-518	45,000.00	8,840.00	20,090.00	16,070.00
	245,611.00	21,673.68	127,467.32	96,470.00
Personnel Services - Unallocated Employee Benefits				
11-000-291-220	30,218.00	20,383.17	9,834.83	.00
11-000-291-241	110,734.00	1,126.05	8,873.95	100,734.00
11-000-291-260	5,000.00	5,000.00	.00	.00
11-000-291-270	67,906.00	18,838.08	47,136.02	1,931.90
11-000-291-280	9,000.00	.00	.00	9,000.00
11-000-291-290	12,000.00	.00	.00	12,000.00
	234,858.00	45,347.30	65,844.80	123,665.90
Facilities Acquisition and Construction Services				
12-000-400-720	20,000.00	20,000.00	.00	.00
12-000-400-896	21,662.00	4,332.40	17,329.60	.00
	41,662.00	24,332.40	17,329.60	.00
Other Uses				
11-000-500-561	14,662.00	818.00	13,844.00	.00

20 Special Revenue Fund

Assets and Liabilities

Assets		
101	Cash	(152,694.39)
	Accounts Receivable:	
132	Interfund Receivable	359,792.88
141	A/R: State of NJ	359,792.88
Resources		
301	Estimated Revenues	1,947,686.64
302	Revenues	(436,551.99)
		<u>1,511,134.65</u>
	Total assets and resources:	1,718,233.14

20 Special Revenue Fund

Liabilities and Fund Equity

Liabilities			
481	Deferred Revenue	1,033.45	1,033.45
Fund Balance			
	Appropriated		
	Reserve for Encumbrances		
753	Reserve for Encumbrances: Current	714,502.46	
754	Reserve for Encumbrances: Prior		
601	Appropriations	1,948,171.64	
602	Expenditures	230,971.95	
603	Encumbrances	714,502.46	
	Less: Expenditures and Encumbrances	(945,474.41)	
	Total Appropriations		1,717,199.69
75X,76x	Reserved Fund Balance		
	Other Reserves	.00	
	Total Reserved Fund Balance:		.00
303	Unappropriated:		
	Budgeted Fund Balance		
770	Unassigned Fund Balance		
	Total Unappropriated:		.00
	Total Liabilities and Fund Balance		1,718,233.14

20 Special Revenue Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	1,948,171.64	945,474.41	1,002,697.23
Revenues	(1,947,686.64)	(436,551.99)	(1,511,134.65)
	485.00	508,922.42	-508,437.42
Less: Reserve for Encumbrances: Prior	485.00	485.00	.00
Budgeted Fund Balance:	.00	508,437.42	-508,437.42

20 Special Revenue Fund

Interim Statements Comparing
 Budget Revenue with Actual to Date and
 Appropriations with Expenditures and Encumbrances to Date

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
1XXX From Local Sources	2,167.44	1,133.99	1,033.45
3XXX From State Sources	332,568.00	332,568.00	.00
4XXX From Federal Sources	1,529,809.20	19,708.00	1,510,101.20
5XXX From Other Sources	83,142.00	83,142.00	.00
	1,947,686.64	436,551.99	1,511,134.65
Expenditures	Appropriations	Expenditures	Available Balance
20-* Local Projects			
Other Special Revenue Fund	2,652.44	1,618.99	38.39
	2,652.44	1,618.99	38.39
20-218-xxx-xxx State Projects			
Preschool Education Aid	415,710.00	100,956.96	309,610.88
	415,710.00	100,956.96	309,610.88
20-23x-xxx-xxx Federal Projects			
ESSA Title I, Part A	115,042.00	18,716.52	74,881.48
ESSA Title III	10,190.00	1,270.20	5,080.80
I.D.E.A. Part B	122,716.00	19,708.40	80,083.60
ESSA Title IIA / IID	10,886.00	280.00	418.00
ESSA Title IV	10,000.00	.00	4,993.00
CRRSA Act-ESSER II Grant Program	181,697.82	56,065.28	94,006.91
CRRSA Act-Learning Acceleration Grant Program	3,260.00	420.00	.00
CRRSA Act-Mental Health Grant Program	2,751.00	.00	.00
ARP-ESSER Grant Program	919,123.89	25,728.80	102,155.20
ARP ESSER Subgrant (ALCES)	29,600.00	.00	18,407.00
ARP ESSER Subgrant (EBSLEA)	40,000.00	.00	11,193.00
ARP Evidence Based Learning Beyond the Sch Day	39,542.49	.00	40,000.00
ARP ESSER Subgrant (NJTSS)	45,000.00	6,206.80	39,542.49
	1,529,809.20	128,396.00	13,966.00
	1,948,171.64	230,971.95	1,002,697.23

20 Special Revenue Fund

Schedule Of Revenues

Actual Compared with Estimated

	Estimated	Actual	Unrealized
Revenues from Local Sources			
20-1000 Revenue from Local Sources	2,167.44	1,133.99	1,033.45
	2,167.44	1,133.99	1,033.45
Revenues from State Sources			
20-3218 Preschool Education Aid and Prior Year Carryover	332,568.00	332,568.00	.00
	332,568.00	332,568.00	.00
Revenues from Federal Sources			
20-4411 Title I-Part A	115,042.00	.00	115,042.00
20-4420 I.D.E.A. Part B	122,716.00	19,708.00	103,008.00
20-4451 Title II-A	10,886.00	.00	10,886.00
20-4471 Title IV - Part A - Student Support and Acad Enrichment	10,000.00	.00	10,000.00
20-4491 Title III	10,190.00	.00	10,190.00
20-4534 CRRSA Act - ESSER II	181,697.82	.00	181,697.82
20-4535 CRRSA Act - Learning Acceleration Grant	3,260.00	.00	3,260.00
20-4536 CRRSA Act - Mental Health Grant	2,751.00	.00	2,751.00
20-4540 ARP-ESSR	919,123.89	.00	919,123.89
20-4541 ARP ESSER Accelerated Learning Coaching/Ed Support	29,600.00	.00	29,600.00
20-4542 ARP ESSER Evid-Based Sum Learning & Enrichment Act	40,000.00	.00	40,000.00
20-4543 ARP ESSER Evid-Based Comp Beyond the School Day Act	39,542.49	.00	39,542.49
20-4544 ARP ESSER NJTSS Mental Health Support Staffing	45,000.00	.00	45,000.00
	1,529,809.20	19,708.00	1,510,101.20
Revenues from Other Financing Sources			
20-5200 Interfund Transfers	83,142.00	83,142.00	.00
	83,142.00	83,142.00	.00
	1,947,686.64	436,551.99	1,511,134.65

20 Special Revenue Fund
Statement of Appropriations
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Other Local Projects				
20-001-200-600 Program Expenditures	2,652.44	1,618.99	38.39	995.06
	2,652.44	1,618.99	38.39	995.06
Preschool Education				
20-218-100-101 Salaries of Teachers	222,276.00	44,455.20	177,820.80	.00
20-218-100-106 Other Salaries for Instruction	53,884.00	10,750.40	43,001.60	132.00
20-218-200-102 Salaries of Supervisors of Instruction	40,200.00	13,399.96	26,800.04	.00
20-218-200-104 Salaries of Other Professional Staff	13,709.00	2,741.80	10,967.20	.00
20-218-200-200 Personal Services - Employee Benefits	81,641.00	29,609.60	47,021.24	5,010.16
20-218-200-330 Other Purchased Professional Services	4,000.00	.00	4,000.00	.00
	415,710.00	100,956.96	309,610.88	5,142.16
ESSA Title I, Part A				
20-231-100-101 Salaries of Teachers	76,690.00	15,338.00	61,352.00	.00
20-231-200-200 Employee Benefits	18,352.00	729.52	2,933.48	14,689.00
	95,042.00	16,067.52	64,285.48	14,689.00
ESSA Title I, Part A				
20-234-100-101 Salaries of Teachers	13,245.00	2,649.00	10,596.00	.00
20-234-200-200 Employee Benefits	6,755.00	.00	.00	6,755.00
	20,000.00	2,649.00	10,596.00	6,755.00
ESSA Title III				
20-241-100-101 Salaries of Teachers	6,351.00	1,270.20	5,080.80	.00
20-241-200-200 Employee Benefits	3,239.00	.00	.00	3,239.00
20-241-200-580 Other Purchased Services	500.00	.00	.00	500.00
20-241-200-600 Supplies and Materials	100.00	.00	.00	100.00
	10,190.00	1,270.20	5,080.80	3,839.00
IDEA Part B				
20-250-100-101 Salaries of Teachers	33,000.00	6,600.00	26,400.00	.00
20-250-100-106 Salaries - Other	53,752.00	10,750.40	43,001.60	.00
20-250-200-200 Employee Benefits	20,942.00	822.40	3,289.60	16,830.00
20-250-200-320 Professional Technical Services	12,111.00	1,150.00	5,850.00	5,111.00
	119,805.00	19,322.80	78,541.20	21,941.00

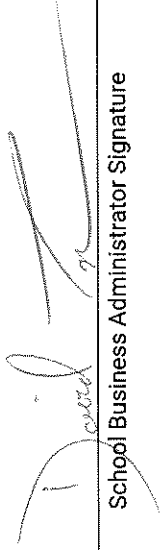
IDEA Part B


Report of the Secretary to the Board of Education
 Bradley Beach Board of Education
 2022-23 October

	Appropriations	Expenditures	Encumbrances	Available Balance
20-252-100-101	1,928.00	385.60	1,542.40	.00
20-252-200-200	983.00	.00	.00	983.00
	2,911.00	385.60	1,542.40	983.00
ESSA Title IIA / IID				
Program Expenditures	10,886.00	280.00	418.00	10,188.00
	10,886.00	280.00	418.00	10,188.00
ESSA Title IV				
Salaries of Teachers	2,793.00	.00	.00	2,793.00
Instructional Supplies	500.00	.00	.00	500.00
Employee Benefits	214.00	.00	.00	214.00
Professional Technical Services	4,993.00	.00	4,993.00	.00
Other Purchased Services	1,275.00	.00	.00	1,275.00
Supplies and Materials	225.00	.00	.00	225.00
	10,000.00	.00	4,993.00	5,007.00
RRSA Act-ESSER II Grant Program				
Program Expenditures	181,697.82	56,065.28	94,006.91	31,625.63
	181,697.82	56,065.28	94,006.91	31,625.63
RRSA Act-Learning Acceleration Grant Program				
Program Expenditures	3,260.00	420.00	.00	2,840.00
	3,260.00	420.00	.00	2,840.00
RRSA Act-Mental Health Grant Program				
Program Expenditures	2,751.00	.00	.00	2,751.00
	2,751.00	.00	.00	2,751.00
ARP-ESSER Grant Program				
Program Expenditures	919,123.89	25,728.80	102,155.20	791,239.89
	919,123.89	25,728.80	102,155.20	791,239.89
ARP ESSER Subgrant (ALCES)				
Program Expenditures	29,600.00	.00	18,407.00	11,193.00
	29,600.00	.00	18,407.00	11,193.00
ARP ESSER Subgrant (EBSLEA)				
Program Expenditures	40,000.00	.00	.00	40,000.00
	40,000.00	.00	.00	40,000.00
ARP Evidence Based Learning Beyond the School Day				
Program Expenditures	39,542.49	.00	.00	39,542.49
	39,542.49	.00	.00	39,542.49
ARP ESSER Subgrant (NJTSS)				

Report of the Secretary to the Board of Education
 Bradley Beach Board of Education
 2022-23 October

	Appropriations	Expenditures	Encumbrances	Available Balance
20-491-200-104	45,000.00	6,206.80	24,827.20	13,966.00
Program Expenditures	45,000.00	6,206.80	24,827.20	13,966.00
Special Revenue Fund	1,948,171.64	230,971.95	714,502.46	1,002,697.23


 School Business Administrator Signature


 Date

30 Capital Projects Fund

Assets and Liabilities

Assets	
101	Cash
Resources	
301	Estimated Revenues
302	Revenues
	<u>.00</u>

Total assets and resources:

30 Capital Projects Fund
Liabilities and Fund Equity

Liabilities		.00
Fund Balance		
	Appropriated	
	Reserve for Encumbrances	
753	Reserve for Encumbrances: Current	
754	Reserve for Encumbrances: Prior	
601	Appropriations	
602	Expenditures	
603	Encumbrances	
	Less: Expenditures and Encumbrances	
	Total Appropriations	.00
	Reserved Fund Balance	
75X,76x	Other Reserves	.00
	Total Reserved Fund Balance:	.00
	Unappropriated:	
303	Budgeted Fund Balance	
770	Fund Balance	
	Total Unappropriated:	.00

Total Liabilities and Fund Balance

30 Capital Projects Fund
Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	.00	.00	.00
Revenues	(.00)	(.00)	(.00)
	.00	.00	.00
Less: Reserve for Encumbrances; Prior Budgeted Fund Balance:	.00	.00	.00

30 Capital Projects Fund

Interim Statements Comparing

Budget Revenue with Actual to Date and

Appropriations with Expenditures and Encumbrances to Date

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
	.00	.00	.00
Expenditures	Appropriations	Expenditures	Available Balance

30 Capital Projects Fund

Schedule Of Revenues

Actual Compared with Estimated

	Estimated	Actual	Unrealized
	.00	.00	.00

40 Debt Service Fund

Assets and Liabilities

Assets		
101	Cash	50,365.57
121	Tax Levy Receivable	123,944.00
Resources		
301	Estimated Revenues	174,300.00
302	Revenues	(174,300.00)
		<u>.00</u>
	Total assets and resources:	174,309.57

30 Capital Projects Fund
Statement of Appropriations
Compared with Expenditures and Encumbrances

	Appropriations	Expenditures	Encumbrances	Available Balance
Capital Projects Fund	.00	.00	.00	.00

School Business Administrator Signature

Date

40 Debt Service Fund

Liabilities and Fund Equity

Liabilities		.00
Fund Balance		
	Appropriated	
	Reserve for Encumbrances	
753	Reserve for Encumbrances: Current	
754	Reserve for Encumbrances: Prior	
601	Appropriations	174,300.00
602	Expenditures	
603	Encumbrances	
	Less: Expenditures and Encumbrances	
	Total Appropriations	174,300.00
	Reserved Fund Balance	
75X,76x	Other Reserves	.00
	Total Reserved Fund Balance:	.00
	Unappropriated:	
303	Budgeted Fund Balance	
770	Fund Balance	9.57
	Total Unappropriated:	9.57
	Total Liabilities and Fund Balance	174,309.57

40 Debt Service Fund

Recapitulation of Budgeted Fund Balance

	Budgeted	Actual	Variance
Appropriations	174,300.00	.00	174,300.00
Revenues	(174,300.00)	(174,300.00)	(.00)
	.00	-174,300.00	174,300.00
Less: Reserve for Encumbrances: Prior Budgeted Fund Balance:	.00	-174,300.00	174,300.00

40 Debt Service Fund

**Interim Statements Comparing
 Budget Revenue with Actual to Date and
 Appropriations with Expenditures and Encumbrances to Date**

Revenue/sources of funds	Budgeted Estimated	Actual To Date	Unrealized Balance
1XXX From Local Sources	174,300.00	174,300.00	.00
	174,300.00	174,300.00	.00
Expenditures	Appropriations	Expenditures	Available Balance
40-701-510-xxx	174,300.00	.00	174,300.00
Repayment of Debt	174,300.00	.00	174,300.00
Repayment of Debt - Regular			
Other			
Other Debt Service Fund	.00	.00	.00
40-*	.00	.00	.00
	174,300.00	.00	174,300.00

40 Debt Service Fund

Schedule Of Revenues

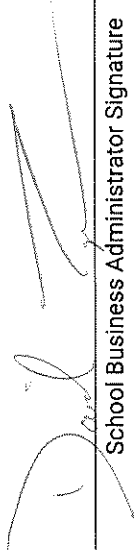
Actual Compared with Estimated

	Estimated	Actual	Unrealized
Revenues from Local Sources			
Ad Valorem Taxes - Local Tax Levy	174,300.00	174,300.00	.00
40-1210	174,300.00	174,300.00	.00
	174,300.00	174,300.00	.00

40 Debt Service Fund

**Statement of Appropriations
 Compared with Expenditures and Encumbrances**

	Appropriations	Expenditures	Encumbrances	Available Balance
Regular Debt Service				
40-701-510-910 Redemption of Principal-Early Retirement Bonds	168,000.00	.00	.00	168,000.00
40-701-510-834 Interest on Bonds	6,300.00	.00	.00	6,300.00
	174,300.00	.00	.00	174,300.00
Debt Service Fund	174,300.00	.00	.00	174,300.00


 School Business Administrator Signature

Date 11/2/22

REPORT OF THE TREASURER TO THE BRADLEY BEACH BOARD OF EDUCATION
FOR THE MONTH ENDING

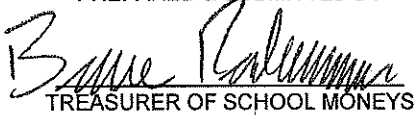
10/31/2022

PAGE 1 OF 6

Attachment VIII-L

FUNDS	CASH		CASH		CASH
	RECEIPTS	DISBURSEMENTS	ENDING	ENDING	ENDING
	BALANCE	THIS MONTH	THIS MONTH	BALANCE(1+2-3)	BALANCE(1+2-3)
GENERAL FUND--FUND 10	\$1,922,203.47	\$683,303.36	\$797,486.83	\$1,808,020.00	\$1,808,020.00
SPECIAL REVENUE FUND--FUND 20	(\$164,070.69)	\$100,011.58	\$88,635.28	(\$152,694.39)	(\$152,694.39)
CAPITAL PROJECTS FUND--FUND 30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DEBT SERVICE FUND--FUND 40	\$34,872.57	\$15,493.00	\$0.00	\$50,365.57	\$50,365.57
TOTAL GOVERNMENTAL FUNDS	\$1,793,005.35	\$798,807.94	\$886,122.11	\$1,705,691.18	\$1,705,691.18
ENTERPRISE FUND--FUND 5X	\$41,938.93	\$2,316.69	\$0.00	\$44,255.62	\$44,255.62
PAYROLL	\$2.32	\$222,642.93	\$222,572.69	\$72.56	\$72.56
PAYROLL AGENCY	\$22,965.73	\$187,697.87	\$166,513.34	\$44,150.26	\$44,150.26
UNEMPLOYMENT TRUST	\$38,360.66	\$821.67	\$0.00	\$39,182.33	\$39,182.33
TOTAL TRUST & AGENCY FUNDS	\$61,328.71	\$411,162.47	\$389,086.03	\$83,405.15	\$83,405.15
TOTAL ALL FUNDS	\$1,896,272.99	\$1,212,287.10	\$1,275,208.14	\$1,833,351.95	\$1,833,351.95

PREPARED & SUBMITTED BY


TREASURER OF SCHOOL MONIES

11/9/2022
DATE

BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION—CASH ACCOUNT

BANK: BANK OF AMERICA

ACCOUNT #726-0100062

STATEMENT DATE: 10/31/2022

BALANCE PER BANK			\$1,716,199.52
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
REIMBURSEMENT DUE FOR		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT			\$0.00
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$10,508.32	
		\$0.00	
OTHER		\$0.02	
TOTAL DEDUCTIONS		\$10,508.34	
NET RECONCILING ITEMS			(\$10,508.34)
ADJUSTED BALANCE PER BANK			\$1,705,691.18

BALANCE PER BOARD SECRETARY'S RECORDS AS OF _____

RECONCILING ITEMS:

ADDITIONS

INTEREST EARNED _____

OTHER (EXPLAIN) _____

TOTAL ADDITIONS _____

DEDUCTIONS

BANK CHARGES _____

OTHER (EXPLAIN) _____

TOTAL DEDUCTIONS _____

NET RECONCILING ITEMS _____

ADJUSTED BOARD SECRETARY'S BALANCE AS OF _____

BANK OF AMERICA CERTIFICATES OF DEPOSIT: _____ \$0.00

BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION—PAYROLL/AGENCY

BANK: BANK OF AMERICA

ACCOUNT #726-0102200

STATEMENT DATE: 10/31/2022

BALANCE PER BANK			\$49,438.76
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT			\$0.00
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$5,288.50	
OTHER		\$0.00	
TOTAL DEDUCTIONS		\$5,288.50	
NET RECONCILING ITEMS			(\$5,288.50)
ADJUSTED BALANCE PER BANK			\$44,150.26

BALANCE PER BOARD SECRETARY'S RECORDS AS OF _____

RECONCILING ITEMS:

ADDITIONS

INTEREST EARNED _____

OTHER (EXPLAIN) _____

TOTAL ADDITIONS _____

DEDUCTIONS

BANK CHARGES _____

OTHER (EXPLAIN) _____

TOTAL DEDUCTIONS _____

NET RECONCILING ITEMS _____

ADJUSTED BOARD SECRETARY'S BALANCE AS OF _____

BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION--PAYROLL ACCOUNT
 BANK: BANK OF AMERICA
 ACCOUNT #726-0100089

STATEMENT DATE: 10/31/2022

BALANCE PER BANK			\$253.13
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT		\$0.00	
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$180.57	
OTHER		\$0.00	
TOTAL DEDUCTIONS		\$180.57	
NET RECONCILING ITEMS			(\$180.57)
ADJUSTED BALANCE PER BANK			\$72.56

BALANCE PER BOARD SECRETARY'S RECORDS AS OF _____

RECONCILING ITEMS:

ADDITIONS

INTEREST EARNED _____

OTHER (EXPLAIN) _____

TOTAL ADDITIONS _____

DEDUCTIONS

BANK CHARGES _____

OTHER (EXPLAIN) _____

TOTAL DEDUCTIONS _____

NET RECONCILING ITEMS _____

ADJUSTED BOARD SECRETARY'S BALANCE AS OF _____

BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION--UNEMPLOYMENT INSURANCE

BANK: BANK OF AMERICA

ACCOUNT #726-0101875

STATEMENT DATE: 10/31/2022

BALANCE PER BANK			\$39,182.33
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT		\$0.00	
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$0.00	
OTHER		\$0.00	
TOTAL DEDUCTIONS		\$0.00	
NET RECONCILING ITEMS			\$0.00
ADJUSTED BALANCE PER BANK			\$39,182.33

BALANCE PER BOARD SECRETARY'S RECORDS AS OF _____

RECONCILING ITEMS:

ADDITIONS

INTEREST EARNED _____

OTHER (EXPLAIN) _____

TOTAL ADDITIONS _____

DEDUCTIONS

BANK CHARGES _____

OTHER (EXPLAIN) _____

TOTAL DEDUCTIONS _____

NET RECONCILING ITEMS _____

ADJUSTED BOARD SECRETARY'S BALANCE AS OF _____

BRADLEY BEACH BOARD OF EDUCATION BANK RECONCILIATION--CAFETERIA ACCT.
BANK: BANK OF AMERICA
ACCOUNT #726-0101344

STATEMENT DATE: 10/31/2022

BALANCE PER BANK			\$44,255.62
ADDITIONS: DEPOSITS IN TRANSIT	DATE	AMOUNT	
		\$0.00	
		\$0.00	
		\$0.00	
TOTAL DEPOSITS IN TRANSIT		\$0.00	
		AMOUNT	
DEDUCTIONS: OUTSTANDING CHECKS		\$0.00	
		\$0.00	
OTHER		\$0.00	
TOTAL DEDUCTIONS		\$0.00	
NET RECONCILING ITEMS		\$0.00	
ADJUSTED BALANCE PER BANK			\$44,255.62

BALANCE PER BOARD SECRETARY'S RECORDS AS OF _____

RECONCILING ITEMS:

ADDITIONS

INTEREST EARNED _____

OTHER (EXPLAIN) _____

TOTAL ADDITIONS _____

DEDUCTIONS

BANK CHARGES _____

OTHER (EXPLAIN) _____

TOTAL DEDUCTIONS _____

NET RECONCILING ITEMS _____

OUTSTANDING CHECKS AS OF 10/31/2022
SALARY CASH ACCOUNT #726-0100089

CHECK #	AMOUNT	CHECK #	AMOUNT
37267	\$180.57		

GRAND TOTAL, SALARY ACCOUNT

\$180.57

OUTSTANDING CHECKS AS OF 10/31/2022
CASH ACCOUNT #726-010062

CHECK #	AMOUNT	CHECK #	AMOUNT
21056	\$1,433.09		
21108	\$762.00		
21112	\$2,012.86		
21158	\$1,325.00		
21162	\$1,682.40		
21208	\$260.00		
21209	\$30.00		
21212	\$225.00		
21215	\$385.00		
21216	\$768.00		
21224	\$195.00		
21229	\$299.00		
21232	\$1,130.97		

OUTSTANDING CHECKS AS OF 10/31/2022
PAYROLL/AGENCY ACCOUNT # 0072-6010-2200

CHECK #	AMOUNT	CHECK #	AMOUNT
7475	\$156.80		
7476	\$5,131.70		

**Bradley Beach Board of Education
Bills and Claims
Batch 23-0104 November Board Meeting (11/15/2022)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount to Pay
Atlantic Tomorrows Office	11-190-100-800-00-CP	ATLANT IC	PO-23-000314	Service Inv: 393484	23-0104	21254	406.03
Bradley Beach BOE	12-000-400-896-00	429	PO-23-000193	Service Inv: NOV.	23-0104	21255	2,166.20
Bradley Beach BOE	11-000-100-568-00	BBSFAC	PO-23-000231	Tuition Inv: NOV.	23-0104	21256	4,027.00
Ceramic Supply Inc.	11-190-100-610-11-AR	CERAMI	PO-23-000207	Supplies Inv: 49207302	23-0104	21257	200.80
Delisa Demolition and Disposal	11-000-261-420-00	DELISA	PO-23-000042	Service Inv: NOV.	23-0104	21258	469.35
Dell Marketing LP	11-000-230-610-00	DELL	PO-23-000226	Service Inv: 9603818	23-0104	21259	1,334.05
Direct Energy Business	11-000-262-621-00	DE	PO-23-000185	Service Inv: HS23292677 & HS23292678	23-0104	21260	312.79
First Student/Laidlaw Bus Company	11-190-100-500-00	1880	PO-23-000325	Service Inv: 11835770	23-0104	21261	200.00
G&H Electrical Contractors, Inc.	11-000-261-420-00	GH	PO-23-000303	Service Inv: 14451	23-0104	21262	250.00
George Koustas Painting & Construction, LLC	11-000-261-420-00	KOUSTA	PO-23-000101	Service	23-0104	21263	3,400.00
Heinemann Workshops	11-190-100-610-00	90050	PO-23-000123	Supplies Inv: 7462185	23-0104	21264	30.00
Holman Frenia Allison, P.C.	11-000-230-332-00	HOLMA N	PO-23-000011	Service Inv: 54263	23-0104	21265	5,000.00

Board of Education
 Bills and Claims
 Batch 23-0104 November Board Meeting (11/15/2022)

Vendor Name	Account Number	PO Number	Description	Batch	Check #	Amount to Pay
Horizon Blue Cross Blue Shield of New Jersey	11-000-211-270-00	PO-23-000024	Service Inv. NOVEMBER 2022	23-0104	21266	2,449.16
Horizon Blue Cross Blue Shield of New Jersey	11-000-213-270-00	PO-23-000024	Service	23-0104	21266	.00
Horizon Blue Cross Blue Shield of New Jersey	11-000-216-270-00	PO-23-000024	Service	23-0104	21266	3,408.50
Horizon Blue Cross Blue Shield of New Jersey	11-000-217-270-00	PO-23-000024	Service	23-0104	21266	4,936.54
Horizon Blue Cross Blue Shield of New Jersey	11-000-218-270-00	PO-23-000024	Service	23-0104	21266	1,205.47
Horizon Blue Cross Blue Shield of New Jersey	11-000-219-270-00	PO-23-000024	Service	23-0104	21266	6,069.97
Horizon Blue Cross Blue Shield of New Jersey	11-000-261-270-00	PO-23-000024	Service	23-0104	21266	3,408.50
Horizon Blue Cross Blue Shield of New Jersey	11-000-262-270-00	PO-23-000024	Service	23-0104	21266	4,936.54
Horizon Blue Cross Blue Shield of New Jersey	11-000-291-270-00	PO-23-000024	Service	23-0104	21266	8,596.31
Horizon Blue Cross Blue Shield of New Jersey	11-110-100-270-00	PO-23-000024	Service	23-0104	21266	1,205.47
Horizon Blue Cross Blue Shield of New Jersey	11-120-100-270-00	PO-23-000024	Service	23-0104	21266	26,772.68
Horizon Blue Cross Blue Shield of New Jersey	11-130-100-270-00	PO-23-000024	Service	23-0104	21266	20,849.05
Horizon Blue Cross Blue Shield of New Jersey	11-240-100-270-00	PO-23-000024	Service	23-0104	21266	3,051.90
Horizon Blue Cross Blue Shield of New Jersey	20-218-200-200-00	PO-23-000024	Service	23-0104	21266	8,241.53
						95,131.62
Horizon Blue Cross/Blue Shield	11-000-211-270-00	PO-23-000033	Service Inv. NOVEMBER 2022	23-0104	21267	52.97
Horizon Blue Cross/Blue Shield	11-000-213-270-00	PO-23-000033	Service	23-0104	21267	.00
Horizon Blue Cross/Blue Shield	11-000-216-270-00	PO-23-000033	Service	23-0104	21267	148.33
Horizon Blue Cross/Blue Shield	11-000-217-270-00	PO-23-000033	Service	23-0104	21267	211.88
Horizon Blue Cross/Blue Shield	11-000-218-270-00	PO-23-000033	Service	23-0104	21267	52.97
Horizon Blue Cross/Blue Shield	11-000-219-270-00	PO-23-000033	Service	23-0104	21267	296.66
Horizon Blue Cross/Blue Shield	11-000-261-270-00	PO-23-000033	Service	23-0104	21267	148.33
Horizon Blue Cross/Blue Shield	11-000-262-270-00	PO-23-000033	Service	23-0104	21267	211.88
Horizon Blue Cross/Blue Shield	11-000-291-270-00	PO-23-000033	Service	23-0104	21267	444.99

**BRUNY BOARD OF EDUCATION
Bills and Claims
Batch 23-0104 November Board Meeting (11/15/2022)**

Vendor Name	Account Number	ig	PO Number	Description	Batch	Check #	Amount to Pay
Horizon Blue Cross/Blue Shield	11-110-100-270-00	DENTAL	PO-23-000033	Service	23-0104	21267	52.97
Horizon Blue Cross/Blue Shield	11-120-100-270-00	DENTAL	PO-23-000033	Service	23-0104	21267	1,472.70
Horizon Blue Cross/Blue Shield	11-130-100-270-00	DENTAL	PO-23-000033	Service	23-0104	21267	757.51
Horizon Blue Cross/Blue Shield	11-240-100-270-00	DENTAL	PO-23-000033	Service	23-0104	21267	132.42
Horizon Blue Cross/Blue Shield	20-218-200-200-00	DENTAL	PO-23-000033	Service	23-0104	21267	296.66
							4,280.27
Jersey Central Power & Light	11-000-262-622-00	3021	PO-23-000184	Service Inv: 09/24-10/21	23-0104	21268	2,592.98
							2,592.98
Kenney, Gross, Kovats & Parton	11-000-230-331-00	000002	PO-23-000339	Service	23-0104	21269	1,430.00
							1,430.00
M-OESC	11-000-270-517-00	1085	PO-23-000321	Service Inv: SEPT.	23-0104	21270	7,924.11
							7,924.11
Mackenzie Door Company	11-000-261-420-00	MAC	PO-23-000151	Service Inv: 342992	23-0104	21271	4,182.00
Mackenzie Door Company	11-000-261-420-00	MAC	PO-23-000338	Service Inv: 3426848	23-0104	21271	749.00
							4,931.00
Maclearie Printing	11-000-230-610-00	MACLE A	PO-23-000309	Supplies Inv: 00051944	23-0104	21272	270.00
							270.00
Monarch Electric Company	11-000-261-610-00	MONAR C	PO-23-000263	Supplies Inv: S121614504003	23-0104	21274	176.70
							176.70
Monmouth County Curriculum	11-000-221-800-00	MCCC	PO-23-000172	Service Inv: 2022-2023	23-0104	21275	350.00
							350.00
Monmouth County Vocational School District	11-000-100-563-00	1296	PO-23-000278	Service Inv: OCT.	23-0104	21276	6,419.50
Monmouth County Vocational School District	11-000-100-564-00	1296	PO-23-000278	Service Inv: OCT.	23-0104	21276	3,745.20
Monmouth County Vocational School District	11-000-100-564-00	1296	PO-23-000278	Service	23-0104	21276	.00

**Draughty Beach Board of Education
Bills and Claims
Batch 23-0104 November Board Meeting (11/15/2022)**

Vendor Name	Account Number	Id	PO Number	Description	Batch	Check #	Amount to Pay
Neptune Township	11-402-100-500-00	NEP	PO-23-000248	Service Inv: FALL 2022	23-0104	21277	247.50
							247.50
Neptune Township Board of Education	11-000-100-561-00	1261	PO-23-000285	Tuition Inv: OCT.	23-0104	21278	93,670.00
Neptune Township Board of Education	11-000-100-562-00	1261	PO-23-000285	Tuition Inv: OCT.	23-0104	21278	28,050.00
							121,720.00
New Jersey American Water	11-000-262-490-01	1206	PO-23-000182	Service Inv: OCT.	23-0104	21279	446.79
							446.79
New Jersey Natural Gas	11-000-262-621-00	NJNG	PO-23-000186	Service Inv: SEPT.	23-0104	21280	1,294.16
							1,294.16
NJPSA	11-000-240-800-00	109	PO-23-000275	Service Inv: 95637	23-0104	21281	845.00
							845.00
Optimum	11-000-230-530-00	OPT	PO-23-000032	Service Inv: 10/15 - 11/14	23-0104	21282	101.89
							101.89
Pella Windows and Doors	11-000-261-420-00	90082	PO-23-000015	Service Inv: OSCINV237068671	23-0104	21283	1,222.79
							1,222.79
Red Bank Regional High School	11-000-100-561-00	11196	PO-23-000276	Service Inv: NOV.	23-0104	21284	36,135.00
							36,135.00
Rochester 100, Inc.	11-190-100-610-00	ROCH	PO-23-000214	Supplies Inv: 037519	23-0104	21285	387.00
							387.00
Savvas Learning Company LLC	11-190-100-610-08-TE	SAV	PO-23-000146	supplies Inv: 7028108112 & 4026781688	23-0104	21286	1,967.65
Savvas Learning Company LLC	11-190-100-610-00	SAV	PO-23-000175	Service Inv: 7028108111	23-0104	21286	2,509.23
Savvas Learning Company LLC	11-190-100-610-08-TE	SAV	PO-23-000175	Service Inv: 4026770482	23-0104	21286	4,188.01

**DRAWEY DEACTIVATED UI EDUCATION
Bills and Claims
Batch 23-0104 November Board Meeting (11/15/2022)**


Vendor Name	Account Number	ID	PO Number	Description	Batch	Check #	Amount to Pay
School Nurse Supply, Inc.	11-000-213-600-00	SCH	PO-23-000260	Supplies Inv: 0915335-IN	23-0104	21287	539.00
							539.00
School Specialty	11-190-100-610-11-AR	69	PO-23-000205	Supplies Inv: 308104162712	23-0104	21288	1,271.04
							1,271.04
School Specialty Integrations	11-190-100-610-00	SCH_IN	PO-23-000130	Supplies Inv: 208131207324	23-0104	21289	14.95
School Specialty Integrations	11-190-100-610-00	SCH_IN	PO-23-000271	Supplies Inv: 208131227128	23-0104	21289	54.84
							69.79
Scoles System	11-000-261-610-00	1098	PO-23-000230	Supplies Inv: 448028	23-0104	21290	1,165.00
Scoles System	11-000-262-610-00	1098	PO-23-000320	Supplies Inv: 448027	23-0104	21290	2,036.67
							3,201.67
Scrubber Doctor	11-000-261-800-00	SCRUBB	PO-23-000277	Supplies Inv: S19332	23-0104	21291	50.00
							50.00
Staff Development Workshops Inc.	20-280-200-320-00	STAFF	PO-23-000144	Service Inv: 12821	23-0104	21292	4,993.00
Staff Development Workshops Inc.	20-488-200-320-00	STAFF	PO-23-000144	Service Inv: 12821	23-0104	21292	407.00
							5,400.00
Stapleslink	11-000-230-610-00	STAPLE	PO-23-000301	Supplies Inv: 3521482079	23-0104	21293	249.99
							249.99
State of New Jersey DCA BFCE-DORES	11-000-213-800-00	STATE_OF_NEW	PO-23-000315	Service Inv: 2643070	23-0104	21294	214.00
							214.00
Stronge & Associates LLC	11-000-230-585-01	STRONG	PO-23-000238	Service Inv: 2210	23-0104	21295	1,170.00
							1,170.00
Superior Environmental Equipment Corp.	11-000-261-420-00	SUP	PO-23-000328	Service Inv: 320-102022	23-0104	21296	1,560.00


**Dorothy Beach Board of Education
Bills and Claims
Batch 23-0104 November Board Meeting (11/15/2022)**

Vendor Name	Account Number	ID	PO Number	Description	Batch	Check #	Amount to Pay
Synergy Rehab LLC	11-000-216-320-00	SYN	PO-23-000202	Services Inv: OCT.	23-0104	21297	2,762.50
							2,762.50
Taylor Hardware	11-000-261-610-00	1370	PO-23-000313	Supplies	23-0104	21298	185.68
Taylor Hardware	11-000-261-610-00	1370	PO-23-000332	Supplies	23-0104	21298	1.98
							187.66
Teacher Direct	11-190-100-610-00-01	TEDIRE	PO-23-000092	Supplies Inv: INV/2022/25455	23-0104	21299	171.72
Teacher Direct	11-190-100-610-00	TEDIRE	PO-23-000131	Supplies Inv: S0241285	23-0104	21299	98.42
Teacher Direct	11-190-100-610-00	TEDIRE	PO-23-000267	Supplies Inv: INV / 2022/25535	23-0104	21299	106.68
							376.82
The Math Learning Center Inc.	11-190-100-610-00	THE_M TH	PO-23-000154	Supplies Inv: 26308	23-0104	21273	2,354.00
							2,354.00
Twin Rocks Water	11-000-219-800-00	TW	PO-23-000340	Service Inv: JULY,AUG,SEPT,OCT.	23-0104	21300	222.68
Twin Rocks Water	11-000-230-890-00	TW	PO-23-000340	Service	23-0104	21300	222.68
Twin Rocks Water	11-000-251-890-00	TW	PO-23-000340	Service	23-0104	21300	222.69
							668.05
Union County Educational Services Commission	11-000-100-562-00	UNION	PO-23-000266	Service Inv: SEPT.	23-0104	21301	5,971.10
							5,971.10
Verizon	11-000-230-530-01	VER	PO-23-000181	Service Inv: 9918917205	23-0104	21302	228.18
							228.18
Wind River Environmental,LLC.	11-000-261-420-00	WIND	PO-23-000183	Service Inv: 5610321	23-0104	21303	210.75
							210.75
Xtel Communications	11-190-100-800-00-CP	530	PO-23-000026	Service Inv: 223040295	23-0104	21304	1,773.87
							1,773.87

Resolved that the Bills & Claims against the Board of Education as herein enumerated for equipment, material, and supplies, furnished and delivered and for work done and performance, and certified as correct by the Secretary of the Board of Education be and the same are ordered paid when approved by the Finance Committee, and when funds are available.

Fund	Program	Purchase Orders	Current	Prior Year	Total
11	General Current Expense	70	259,194.93		259,194.93
11	General Current Expense	2	1,258.44		1,258.44
11	General Current Expense	2	28,245.38		28,245.38
11	General Current Expense	2	21,606.56		21,606.56
11	General Current Expense	19	17,862.82		17,862.82
11	General Current Expense	2	3,184.32		3,184.32
11	General Current Expense	1	121.83		121.83
11	General Current Expense	1	247.50		247.50
	Fund total:		331,721.78		331,721.78
12	Capital Outlay	1	2,166.20		2,166.20
	Fund total:		2,166.20		2,166.20
20	Special Revenue Fund	1	38.39		38.39
20	Special Revenue Fund	2	8,538.19		8,538.19
20	Special Revenue Fund	1	700.00		700.00
20	Special Revenue Fund	2	418.00		418.00
20	Special Revenue Fund	1	4,993.00		4,993.00
20	Special Revenue Fund	1	407.00		407.00
	Fund total:		15,094.58		15,094.58
	Grand totals:	108	348,982.56		348,982.56


Business Administrator


11/15/22

