

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

OFFICIAL MINUTES

Regular Meeting
May 21, 2024

Bradley Beach Mission Statement

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

I. Call To Order

The workshop portion of the meeting held by the Bradley Beach Board of Education was called to order at 7:03 p.m. by President Franks at the school, 515 Brinley Avenue, Bradley Beach, NJ.

II. Roll Call

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

Absent: Mr. Carrea
Ms. Sacci

III. Announcement of Notice – Open Public Meetings Act

In accordance with the Open Public Meetings Act, notice of this meeting has been given to the designated newspapers, *The Asbury Park Press* and *the Coast Star*, and posted in the school in a place reserved for this kind of notice.

IV. Flag Salute

V. Discussion Items

Dr. Franks called the meeting to order and thanked everyone who had attended that night. Dr. Franks then turned the meeting over to Mr. Heidelberg, who reviewed the 2022/2023 HIB self-assessment report. Mr. Heidelberg reviewed the scores with the Board and discussed the training and prevention programs offered by the district during the current school year. Mr. Heidelberg also reviewed the I-Ready assessment data with the Board. Mr. Heidelberg examined three sets of data derived from the

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scores offered during the fall, winter, and spring. The scores that were reviewed were both the ELA scores and Math scores.

VI. President's Report

Dr. Franks read a correspondence that the Board received from the Bradley Beach Education Association thanking them for the treats the Board provided during Teacher Appreciation Week. Moreover, Dr. Franks thanked the PTA for their work during the recently held gift auction, and said the PTA will donate funds to the school raised during the gift auction to help fund some of the extracurricular activities for next school year.

VII. Student Representative's Report

The Board received the student representative report from seventh grader, Calvin Barratt. Mr. Barratt discussed the following items:

1. The 6th and 7th grade Philadelphia Trip
2. Take Your Child to Work Day
3. The Drama Club Performance
4. The completion of the after-school extracurricular activities
5. The Garden Club
6. Teacher Appreciation Week
7. The Preschool Mother's Day Celebration
8. NJSLA Testing
9. The One Beach One Read Program
10. The Spring Fling Dance

VIII. Superintendent's Report

Mr. Heidelberg began his Superintendent's Report by updating the Board on the various events that have occurred at Bradley Beach since the last Board of Educating meeting. The events included the 4th-grade visit to the State House, the bike safety presentations, and the completion of the coffee talk series. Mr. Heidelberg stated that a water safety event would be occurring in the coming weeks, and Mr. Heidelberg wanted to thank Dr. Franks for her effort as it relates to multi-language learning advocacy.

IX. Committee Reports

Ms. Flynn stated that the curriculum committee met and discussed the following items:

- The National Junior Honor Society Induction on May 30th
- The completion of the Million Coin March
- The Seal of Bi-literacy
- The Preschool Dual Language Program.

Ms. Walleston stated that the finance and facilities committee met on May 14th and reviewed the agenda items appearing on tonight's agenda. The discussion focused on the maintenance projects set for this

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upcoming summer and the recently passed legislation concerning the stabilization aid grant and the tax levy cap flexibility.

Ms. Weinberg stated that the committee met on May 9th and discussed the extended school year program, the summer jumpstart program, and the homework policy. Moreover, during the committee meeting, they discussed the tenured staff and support staff renewals; and one non-instructional position in the custodial department was eliminated.

X. Public Comments – Agenda Items Only – None

XI. Executive Session – None

XII. Workshop Agenda Items

Mr. Heidelberg reviewed his agenda items with the Board, particularly the personnel items. Dr. Franks wished Mrs. Zaccaro a healthy and happy retirement, and wanted to thank her on behalf of the Board for the many years of service to Bradley Beach Elementary School.

After Mr. Heidelberg's report, Dr. Franks turned the meeting over to Mr. Tonzola, who reviewed his agenda items with the Board.

On a unanimous voice vote the workshop portion of the meeting adjourned at 7:58 p.m.

XIII. Regular Meeting

The Regular Public Meeting was called to order by President Franks at 7:59 p.m.

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

Absent: Mr. Carrea
Ms. Sacci

XIV. Approval of Minutes

Approval of Meeting Minutes – The superintendent recommends:

Resolved: That the Board approve the Minutes of:

Regular Meeting – April 23, 2024
Confidential Executive Session – April 23, 2024
Special/Public Hearing Meeting – May 7, 2024

MOTION: Ms. Caruso Walker SECOND: Ms. Davis VOTE: 7-0

XV. Regular Meeting – Superintendent

A. Personnel – The superintendent recommends:

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

1. Resolved: That the Board approve the appointment of Ms. Jenny McCann, LDTC, to provide Child Study Team services from July 1, 2024, through August 31, 2024, not to exceed a total of 40 hours with compensation at a rate of \$45 per hour consistent with the 2022-2025 Collective Agreement with the Bradley Beach Education Schedule D Special Contracts. [B]
2. Resolved: That the Board approve the appointment of Synergy-Rehab LLC, (Sonali Khatri, ITR/L) to provide Occupational Therapy services to the Bradley Beach School District from July 1, 2024, through June 30, 2025, at a rate of \$85 per hour. [B]
3. Resolved: That the Board approve the appointment of Speech Therapist, Julie Ferwerda to provide Speech and Language services for the Bradley Beach Elementary Extended School Year Summer Program, which will run from July 8, 2024, through August 8, 2024, at a rate of \$45 per hour consistent with the 2022-2025 Collective Agreement with the Bradley Beach Education Association Schedule D Special Contracts. (20 hours) [B]
4. Resolved: That the Board approve the appointment of the following teachers to teach in all or part of the Bradley Beach Elementary Extended School Year Summer Program dependent on scheduling. The program will run from July 8, 2024, through August 8, 2024 (Monday through Thursday). The hours for certified teaching staff will be 3.75 hours/day at a rate of \$45 per hour consistent with the 2022-2025 Collective Agreement with the Bradley Beach Education Association Schedule D Special Contracts. [B/G]
 - Ms. Stephanie Soriano
 - Ms. Laurel Degan
 - Ms. Heather Mansur
 - Ms. Julie Ellner
 - Mr. Kevin Cosgrove

Note: Grant funds to be used 20-489-100-101-00-SU ARP-ESSER-Evidence Based Summer Learning and Enrichment at 100%.

5. Resolved: That the Board approve the appointment of the following classroom aides to support students during all or part of the Bradley Beach Elementary Extended School Year Summer Program. The program will run from July 8, 2024, through August 8, 2024 (Monday through Thursday). The hours for classroom aides will be 3.5 hours/day at a rate of \$20.00/hour: [B]

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- Maria Panetta
- Donna Taylor
- Rosita Guzman
- Joanna Papaianni
- Tetianna Dmytryshyn

6. Resolved: That the Board approve the appointment of the following teachers to teach in all or part of the Bradley Beach Elementary School’s Summer Jumpstart Program, dependent on scheduling. The program will run from July 8, 2024, through August 8, 2024 (Monday through Thursday). The hours for certified teaching staff will be 3.75 hours/day at a rate of \$45.00 per hour consistent with the 2022-2025 Collective Agreement with the Bradley Beach Education Association Schedule D Special Contracts. [G]

- Ms. Hilary Karpoff
- Ms. Kirsty Sucato
- Ms. Lucy Newberry
- Ms. Ann Snow-Cosgrove

Note: Grant funds to be used 20-489-100-101-00-SU ARP-ESSER-Evidence Based Summer Learning and Enrichment at 100%.

7. Resolved: That the Board approve the appointment of the tenured teaching staff for the 2024/2025 school year, as on file in the Office of the Superintendent. (Attachment XV-A.7)

8. Resolved: That the Board approve the appointment of non-certificated and support staff for the 2024/2025 school year, as on file in the Office of the Superintendent. (Attachment XV-A.8)

9. Resolved: That the Board approve, with regret, the retirement of Ms. Marjorie Zaccaro, Elementary School Teacher, effective August 31, 2024. (Attachment XV-A.9)

10. Resolved: That the Board approve the appointment of Ms. Ruby Almanzar, School Secretary, for the 2023/2024 school year, at a salary of \$50,500 prorated, replacing Ms. M. McCarthy, effective on or about June 15, 2024, under the supervision of Mr. Michael Heidelberg, Superintendent / Principal. (Attachment XV-A.10)

11. 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
Lisa D’Amore	6/6/24	RAPID Plus Training	Virtual, provided by Kean University	0

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Guzzi, A D'Amore, L Angeloni, A Ferwerda, J	3/27/24 to 5/30/24	SRI & ETTC Teacher Professional Development in Sheltered English Instruction (SIOP)	Online, provided by Stockton University	Not to exceed \$675
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MOTION: Ms. Davis SECOND: Ms. Flynn VOTE: 7-0

B. Students – The superintendent recommends:

1. Resolved: The BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying with no investigations in the Month of April, as of 5/17/24.
2. Resolved: That the Board approves the Bradley Beach Elementary School Bullying Specialist’s Harassment, Intimidation, and Bullying self-assessment report for the 2022/2023 school year. (Attachment XV-B.2)

MOTION: Ms. Davis SECOND: Ms. Caruso Walker VOTE: 7-0

XVI. Regular Meeting – Business Administrator/Board Secretary

Board Secretary’s Monthly Certification

That pursuant to N.J.A.C. 6A:23A-16.10(c) 3, I David Tonzola, Business Administrator/Board Secretary does hereby certify that as of March 31, 2024 no line item account has encumbrances and expenditures, which in total exceed the line items appropriations in violation of N.J.A.C. 6A:23A-16.10(c) 4.

David Tonzola
 School Business Administrator/Board Secretary

Payroll Certification

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

March 15, 2024 \$216,152.23
 March 28, 2024 \$209,327.78

A. The Superintendent Recommends the Approval of Application for Extraordinary Aid – FY 2023/2024 School Year

Resolved: That the Board approve the Application for Extraordinary Aid for the FY 2023/2024 school year.

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

B. The Superintendent Recommends the Approval of Additional Appointments/Reappointments

Resolved: That the Board approve the additional following appointments/reappointments for the 2024/2025 school year:

504 Officer	Mrs. Alison Zylinski
BSI Contact Person	Mrs. Morgan Maclearie-Gonzalez
Right To Know Contact Person	Mr. Philip Henderson
AHERA Representative	Mr. Philip Henderson
Integrated Pest Mgmt. Contact Person	Mr. Philip Henderson
Public Agency Compliance Officer	Mr. David Tonzola
Open Public Records Administrator	Mr. David Tonzola
Purchasing Agent	Mr. David Tonzola
Affirmative Action Officer	Mrs. Morgan Maclearie-Gonzalez
Title IX Contact Person	Mrs. Morgan Maclearie-Gonzalez
Substance Abuse Coordinator	Mrs. Alison Zylinski

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

C. The Superintendent Recommends the Approval of Proposal - The Gillespie Group

Resolved: That the Board approve The Gillespie Group, 5 Chris Court, Suite G, Dayton, NJ 08810, to provide the removal of the existing and installation of new vinyl composite tile for the basement beige hallway. The pricing is per the Educational Service Commission of New Jersey Cooperative #65MCESCCPS-ESCNJ Bid #23/24-14. The total of the proposal is \$24,307.89. [B]

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

D. The Superintendent Recommends the Approval of The Gillespie Group

Resolved: That the Board approve The Gillespie Group of 5 Chris Court, Suite G, Dayton, NJ 08810 to provide the removal of the existing and installation of new vinyl composite tile for classroom # 5 (not including the closets). The pricing is per the Educational Service Commission of New Jersey Cooperative #65MCESCCPS-ESCNJ Bid #23/24-14. The total of the proposal is \$10,366.90. [B]

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

E. The Superintendent Recommends the Approval of Health/Dental Insurance Providers/Rates (2024/2025)

Resolved: That the Board approve the following insurance providers/rates for the 2024/2025 school year:

Horizon Health/Prescription/Dental Coverage

Horizon POS Health Plan

Horizon Blue Cross Blue Shield of New Jersey
 Newark, NJ

Monthly Premiums

	<u>Health/Prescription</u> (Group # 82768-03)
Single	\$1,423.87
2 Adults	3,016.03
Parent/Child	2,334.78
Family	4,025.99

Horizon Direct Access – NJ Educators Health Plan (NJEHP)

Horizon Blue Cross Blue Shield of New Jersey
 Newark, NJ

Monthly Premiums

	Health (Group # 82768-35)	Prescription (Group #82768-35)	Total Premium Cost
Single	\$1,062.03	\$318.08	\$1,380.11
2 Adults	2,249.60	673.77	2,923.37
Parent/Child	1,741.47	521.57	2,263.04
Family	3,002.92	899.39	3,902.31

Horizon Direct Access – Garden State Health Plan (GSHP)

Horizon Blue Cross Blue Shield of New Jersey
 Newark, NJ

Monthly Premiums

	Health (Group # 82768-40)	Prescription (Group #82768-40)	Total Premium Cost
Single	\$1,017.43	\$318.08	\$1,335.51
2 Adults	2,155.11	673.77	2,828.88
Parent/Child	1,668.33	521.57	2,189.90
Family	2,876.80	899.39	3,776.19

Horizon Dental Option Plan

Horizon Blue Cross Blue Shield of New Jersey
Newark, NJ

Monthly Premiums

	<u>Dental</u> (Group # 82768-30)
Single	\$ 54.56
Family	152.78

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

F. The Superintendent Recommends the Approval of Receipt of Proposals RFP 24-01 (Request for Proposals for Food Service Management Company Cost Reimbursable Form-17C 2024/2024 School Year)

Resolved: That the Bradley Beach Board of Education received one (1) proposals for RFP 24-01 Request for Proposals for Food Service Management Services, which was duly advertised on March 26, 2024 in the Asbury Park Press from the following firm:

1. Maschio’s Food Services, Inc. – Chester, NJ

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

G. The Superintendent Recommends the Approval of Food Service Contract with Maschio’s Food Services, Inc. (Food Service Management Company)

Resolved: That the Board award the Food Service Management Contract to Maschio’s Food Services, Inc., Chester, NJ for management of the District’s food service operations for the 2024/2025 school year at the following Management Fee of \$10,000. The total cost of the contract for the 2024/2025 school year is \$161,310.41. Maschio’s Food Services, Inc. guarantees that the bottom line on the operational report (total revenue for all sources less program cost, including management fee) will be a loss no greater than \$20,000.

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

H. The Superintendent Recommends the Approval of Lunch/Breakfast Prices – 2024/2025 School Year

Resolved: That the Board approve the following lunch/breakfast prices for the 2024/2025 school year:

Student Lunch	\$3.75
Student Breakfast	\$2.00

Adult Lunch	\$4.25
Adult Breakfast	\$2.40

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

I. The Superintendent Recommends the Approval of the Appointment of School Board Auditor

Resolved: That the following resolution is hereby adopted:

RESOLUTION AUTORIZING AN AGREEMENT FOR AUDITING SERVICES
ADOPTED BY THE BRADLEY BEACH BOARD OF EDUCATION IN THE
COUNTY OF MONMOUTH

WHEREAS, there exists a need for auditing services for the Bradley Beach Board of Education; and

WHEREAS, such auditing services can be provided only by a Certified Public Accountant and is so recognized as such; and Robert Allison of Holman, Frenia and Allison, P.C., 1985 Cedar Bridge Avenue, Suite 2, Lakewood, NJ 08701;

WHEREAS, the fees for the audit will be \$29,150 annually;

NOW THEREFORE, BE IT RESOLVED, BY THE BRADLEY BEACH BOARD OF EDUCATION, IN THE COUNTY OF MONMOUTH AS FOLLOWS:

1. Robert Allison of Holman, Frenia and Allison, P.C. is hereby appointed as Board Auditor for the period July 1, 2024 to June 30, 2025.
2. The contract is award without competitive bidding as a “Professional Service” in accordance with the Public School contracts Law, N.J.S.A. 18A:18A(a)(1), because it is for services performed by persons authorized by law to practice a recognized profession.
3. A copy of this resolution shall be placed on file with the Secretary of the Board. [B]

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

J. The Superintendent Recommends the Approval of the Shared Service Agreement with Keansburg Board of Education

Resolved: That the Board approved the shared service agreement with Keansburg Board of Education to provide a preschool instructional coach for two (2) days per month at a cost of \$14,907.59 paid in 10 equal payments for the 2024/2025 school year. (Attachment XVI-J) [G]

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

K. The Superintendent Recommends the Approval of the Board Member Resignation

Resolved: That the Board accept, with regret, the resignation of Dominic Carrea from the Board of Education, effective May 23, 2023.

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

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

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending April 30, 2024 is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. (Attachment XVI-L)

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

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

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending April 30, 2024 is hereby approved, and the Business Administrator/Board Secretary is instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary. (Attachment XVI-M)

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

N. The Superintendent Recommends the Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23A-16.10(c)3 I, David Tonzola, Business Administrator/Board Secretary, do hereby certify that as of April 30, 2024, after review of the Secretary's Monthly Financial Report (appropriations section) and, upon consultation with the appropriate district officials, that, to the best of our knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10(c)4, that no line item appropriation is in violation of N.J.A.C. 6A:23A-16.10(c)4, and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

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

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

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

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P. The Superintendent Recommends the Approval of April 2024 Payroll

Resolved: That the Board approve the April 2024 gross payroll in the amount of \$450,344.26.

MOTION: Ms. Davis SECOND: Ms. Weinberg VOTE: 7-0

Q. The Superintendent Recommends the Approval of Bills Payment

Resolved: That the Board approve payment of the May 21, 2024 regular bills list and as certified and approved. (Attachment XVI-Q)

MOTION: Ms. Flynn SECOND: Ms. Davis VOTE: 7-0

XVII. Regular Meeting – Old Business – None

XVIII. Regular Meeting – New Business

Ms. Flynn gave the PTA and Neptune High School liaison reports and reminded the Board of the Memorial Day Parade, Field Day, and the Spring Concert.

Ms. Davis gave the Bradley Beach Recreation liaison report.

Ms. Weinberg reviewed the Shad Tree liaison report.

Ms. Devane reviewed the Historical Society liaison report.

Dr. Franks reviewed the Ed Foundation liaison report.

XIX. Public Comments

Mr. Tom Coan, 612 Third Avenue, Bradley Beach, NJ, inquired about the recently passed laws concerning a restoration of state aid to specific districts and the tax levy cap flexibility law and what that would mean for Bradley Beach Elementary school's 2024/2025 budget.

XX. Executive Session (if needed) – None

XXI. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:07 p.m.

Respectfully submitted,

David Tonzola
Business Administrator/Board Secretary