

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

**OFFICIAL MINUTES**

**Regular Meeting**  
**March 22, 2022**

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. 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.

III. Flag Salute/Roll Call

Present:       Mrs. Carlucci               Mrs. Merenda  
                  Ms. Caruso Walker       Ms. Sacci  
                  Ms. Davis                   Ms. Shu Hofsess  
                  Ms. Devane                 Dr. Franks  
                  Ms. Flynn  
                  Dr. Wisniewski, Superintendent/Principal  
                  David Tonzola, Business Administrator/Board Secretary

IV. Discussion Items

Dr. Franks begin the meeting by thanking and recognizing Mr. Tonzola for his service as Business Administrator/Board Secretary. Next, former board member, Mr. Stephen Lozowick gave Mr. Tonzola a State of NJ Proclamation and thanked him for his service to Bradley Beach.

Afterward, Dr. Wisniewski reviewed his agenda items with the Board, particularly the personnel issues on the agenda. Dr. Wisniewski wanted to thank Josephine Palmieri for her dedication to the school and wished her success and happiness in her retirement. Dr. Wisniewski gave the Board an overview of the appointment of the baseball coach and the volunteers for the baseball program.

Dr. Franks then turned the meeting over to Mr. Tonzola. Before going over his agenda resolutions, Mr. Tonzola reminded the Board to complete their mandated training before December 31, 2022, and complete their financial disclosure statements before April 30, 2022. Mr. Tonzola then went over the tentative budget with the Board. Mr. Tonzola stated that the general fund budget would be increasing by 0.35% or \$26,416. In addition, Mr. Tonzola indicated that the Board would be increasing the general fund tax levy by 2% to \$6,575,110. Mr. Tonzola informed the Board that this year's budget was balanced and without any staff or program cuts. Mr. Tonzola also reviewed the tax rate and the tax

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rate's effect on an average residential assessed home in Bradley Beach. Mr. Tonzola stated that the budget tonight is tentative, and that the district can still make changes until the public hearing on May 3<sup>rd</sup>.

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

Regular Meeting

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

Roll Call

Present: Mrs. Carlucci Mrs. Merenda  
Ms. Caruso Walker Ms. Sacci  
Ms. Davis Ms. Shu Hofsess  
Ms. Devane Dr. Franks  
Ms. Flynn  
Dr. Wisniewski, Superintendent/Principal  
David Tonzola, Business Administrator/Board Secretary

V. Minutes:

Approval of Meeting Minutes

Resolved: That the Board approve the Minutes of:

Regular Meeting – February 15, 2022  
Confidential Executive Session (First) – February 15, 2022  
Confidential Executive Session (Second) – February 15, 2022

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

VI. Superintendent's Report

A. Personnel

1. Resolved: That the Board approve the resignation for the purpose of retirement, with regret, of Mrs. Josephine Palmieri, Secretary to the Business Administrator, effective April 1, 2022 with a final day in district on March 31, 2022. (Attachment VI-A.1)
2. Resolved: That the Board approve the appointment of Mrs. Louise B. Davis to the position of Interim Business Administrator/Board Secretary to begin on April 4, 2022 with an end date of June 30, 2022. (Attachment VI-A.2) [B]
3. Resolved: That the Board approve the appointment of Ms. Zakeema Fenter to the position of Attendance Secretary, effective on March 23, 2022 through June 30, 2022, at a prorated salary of \$35,000.00. (Attachment VI-A.3) [B]

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4. Resolved: That the Board approve the appointment of Mr. Frank Kineavy to the position of Baseball Coach at the rate of \$3,453.00 as agreed in the BBEA collective bargaining agreement. (Attachment VI-A.4) [B]
  5. Resolved: That the Board approve the appointment of Paul Brenner and Andrew Shawbes as Volunteer Assistant Baseball Coaches.
  6. Resolved: That the Board approve the change to the return date for Mrs. Marissa Finch from April 4, 2022 to April 14, 2022.
  7. Resolved: That the Board approve the change to the return date for Ms. Kristin Goldsworthy from April 4, 2022 to April 13, 2022.
  8. Resolved: That the Board approve Christina Loucel to the position of Leave Replacement Elementary School Teacher, to begin on April 4, 2022, and ending on June 17, 2022, at a prorated rate of \$53,835 (BA Step 1-3). [T]
  9. Resolved: That the Board approve the change to the end date for Mr. Matthew Magliozzi from April 1, 2022 to April 12, 2022.
  10. Resolved: That the Board approve a change in the stipend payment for the Environmental Club:
    - Ms. Bialek - \$1,754.35
    - Mrs. Sauer - \$ 944.65
  11. Resolved: That the Board approve the appointment of the following substitute teachers for the 2021/2022 school year, at a rate of \$100.00 per day:
    - Elyse Jankowski
    - Matthew Magliozzi
  12. Resolved: That the Board approve the change in pay for all approved substitute teachers with an increase from \$75.00 per day to \$100.00 per day beginning April 1, 2022 for the 2021/2022 school year.
  13. Resolved: That the Board approve the change in pay for all approved substitute nurses with an increase from \$105.00 per day to \$125.00 per day beginning April 1, 2022 for the 2021/2022 school year.
- MOTION: Mrs. Merenda SECOND: Ms. Flynn VOTE: 9-0
14. Resolved: That the Board approve the appointment of the following chaperones for the 8<sup>th</sup> Grade trip to Washington DC at a contracted total rate of three hundred dollars (\$300.00), one hundred and fifty dollars (\$150) per night: [B]

- Jeanne Acerra

- Amanda Bialek
- Kevin Cosgrove
- Nichole Covert
- Miranda Saryian
- Anthony LeProtto (Substitute if needed)

Motion VI-A.14 Tabled

15. Resolved: That the Board approve the attendance and the registration cost of the following staff members for engagement in the designated professional training: [G]

Staff Member	Date(s) of Event	Name/Title of Professional Training	Location	Cost
Alisa Guzzi	3/29/22	Sonday System	Virtual	\$275.00
Erin Healy	4/12/22	New Health Standards with Judy LaBianco	Millstone, NJ	\$0.00
Amanda Fahy	3/24/22	Good Ideas Conference	Ocean County College	\$0.00
Jeanne Acerra	3/25/22	Monmouth County Curriculum Consortium Meeting: Civics	Brookdale College	\$0.00
Stephanie Soriano	4/26/22	Helping Struggling Readers Become More Successful: Targeted Instructions that Work! (K-5)	Virtual	\$279.00

MOTION: Mrs. Merenda SECOND: Ms. Flynn VOTE: 9-0

B. Students

1. Resolved: The BBES Bullying Specialist reports no incidents of Harassment, Intimidation, and Bullying in the Month of February.
2. Resolved: That the Board approve the following 2021/2022 student field trips that provide community onsite learning aligning with the New Jersey Student Learning Standards: [B]

Date	Grade	Location	Cost	Bus
5/02/22	5	Tuckerton Seaport	\$345.00	\$280.00 First Student
5/11/22	3	Historic Village at Allaire State Park	\$260.00	\$280.00 First Student

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

VII. Business Administrator/Board Secretary's Report

A. Approval of Preliminary School Budget – 2022/2023 School Year

Resolved: That the Board approve the Preliminary 2022/2023 School Budget in the following amounts:

General Fund	\$7,556,334
Special Revenue	1,910,593
Debt Service Fund	174,300

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

B. Approval of General & Debt Service Funds' Tax Levies – 2022/2023 School Year

Resolved: That the Board approve the following amounts to be raised by taxes:

General Fund	\$6,575,110
Debt Service	174,300

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

C. Approval to Advertise Preliminary Budget

Resolved: That the Business Administrator is authorized to advertise said preliminary budget in the Asbury Park Press on April 27, 2022 in accordance with the format required by the State Department of Education and according to law.

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

D. Approval of Public Hearing Date

Resolved: That a public hearing be held at the Bradley Beach Elementary School, Bradley Beach New Jersey on May 3, 2022 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2022/2023 school year.

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

E. Approval of Maximum General Fund Travel Expenditure

Resolved: That in accordance with State Statute the maximum general fund expenditure for travel and related expenditures for the 2022/2023 school year for all staff and board members is \$13,600.00. For 2021/2022 the maximum amount approved for

travel and related general fund expenditures was \$15,000.00 of which \$3,383.00 has been spent to date.

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

F. Approval of the District’s General Fund Professional Services Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2022/2023 general fund professional services appropriation budget be set for the amount of:

<b>Professional Services</b>	<b>Amount</b>
Legal	\$ 6,000.00
Auditing	23,766.00
Architectural/Engineering	10,000.00
Occupational Therapist	33,385.00
BCBA	15,000.00
Physician	2,000.00

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

G. Approval of the District’s Special Revenue Fund Professional Services Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2022/2023 special revenue fund professional services appropriation budget be set for the amount of:

<b>Professional Services</b>	<b>Amount</b>
Physical Therapy	\$ 10,000.00

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

H. Approval of the District’s General Fund Co-Curricular Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2022/2023 general fund co-curricular appropriation budget be established as follows:

<b>Co-Curricular Activities</b>	<b>Salaries</b>
Safety Patrol	\$ 2,793.00
Yearbook	2,793.00
Yearbook Tech. Advisor	2,793.00
Environmental Club	2,793.00
Computer Club	2,793.00
Newspaper Relations	2,793.00
Music Director	3,204.00
DJ	2,793.00
Student Government	2,793.00

Drama Club	2,793.00
8 <sup>TH</sup> Grade Trip Advisor	2,793.00
Webmaster	2,793.00
Washington Stipend	1,200.00
<b>Total</b>	<b>35,127.00</b>

<b>Co-Curricular Activities</b>	<b>Supplies</b>
Safety Patrol	\$ 31.25
Yearbook	31.25
Environmental Club	31.25
Computer Club	31.25
Newspaper Club	31.25
Choral Director	31.25
Student Government	31.25
Drama Club	31.25
<b>Total</b>	<b>\$250.00</b>

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

I. Approval of the District’s General Fund Athletics Appropriation Budget

Resolved: That in accordance with the New Jersey Accountability Regulations the 2022/2023 general fund athletics appropriation budget be established as follows:

<b>Athletics</b>	<b>Salaries</b>
Baseball	\$3,574.00
Softball	3,574.00
Boys Basketball	3,574.00
Girls Basketball	3,574.00
Boys Soccer	3,574.00
Girls Soccer	3,574.00
Athletic Director	2,793.00
Cheerleaders	3,574.00
<b>Total</b>	<b>\$27,811.00</b>

<b>Athletics</b>	<b>Purchased Services (Board Subsidy e.g. transportation &amp; officials)</b>
Baseball	\$ 2,500.00
Softball	2,500.00
Boys Basketball	2,500.00
Girls Basketball	2,500.00
Boys Soccer	2,500.00
Girls Soccer	2,500.00
Cheerleaders	n/a
<b>Total</b>	<b>\$15,000.00</b>

<b>Athletics</b>	<b>Supplies</b>
Baseball	\$ 500.00
Softball	500.00
Boys Basketball	500.00
Girls Basketball	500.00
Boys Soccer	500.00
Girls Soccer	500.00
Cheerleaders	500.00
<b>Total</b>	<b>\$3,500.00</b>

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

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

Resolved: That the Financial Report of the Business Administrator/Board Secretary for the month ending February 28, 2022 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. (Attachment VII-J)

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

K. Approval of Treasurer's Financial Report

Resolved: That the Financial Report of the Treasurer of School Funds for the month ending February 28, 2022 is hereby approved and the Business Administrator/Board Secretary is instructed to file same. The report is in agreement with the report of the Business Administrator/Board Secretary. (Attachment VII-K)

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

L. Approval of Monthly Certification

Resolved: That pursuant to N.J.A.C. 6A:23-2.11(e), we certify that as of February 28, 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:23-2.11(b); that no line item appropriation is in violation of N.J.A.C. 6A:23-2.11 (1) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

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

M. Approval of Budget Transfers (2021/2022)

Resolved: That the Board approve the 2021/2022 budget transfers as listed on Attachment VII-M.

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



N. Approval of February 2022 Payroll

Resolved: That the Board approve the February 2022 gross payroll in the amount of \$411,069.14.

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

O. Approval of Bills Payment

Resolved: That the Board approve payment of the March 22, 2022 regular bills list and as certified and approved. (Attachment VII-O)

MOTION: Mrs. Merenda SECOND: Ms. Flynn VOTE: 9-0

P. 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 Friday, April 29<sup>th</sup>, through Sunday, May 1<sup>st</sup>, as per Attachment VII-P. (Attachment VII-P)

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

VIII. Old Business

Dr. Wisniewski gave the Board an update on the price quotes for purchasing the live stream equipment for board meetings.

Dr. Franks stated that she received a few nominations for the school's hall of fame.

IX. New Business – None

X. Committee Reports

Ms. Sacci discussed the curriculum committee meeting that occurred last week.

Ms. Shu Hofsess went over the agenda of the finance and facilities committee meeting.

Ms. Caruso Walker stated that the personnel and policy committee reviewed the items on tonight's agenda.

XI. President's Report – None

XII. Public Comments (Agenda Items Only) – None

XIII. Public Comments (Other Items Only) – None

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XIV. Executive Session (if required) – None

XV. Adjournment

By a unanimous voice vote the meeting was adjourned at 8:53 p.m.

Respectfully submitted,

David Tonzola  
Business Administrator/Board Secretary