

MINUTES

Budget Workshop and Regular Meeting

March 7, 2017

The Budget Workshop and Regular Meeting of the Bay Head Board of Education convened Tuesday, March 7, 2017, at 6:45 P.M. at the Bay Head School Library with President, Joseph Cornell, III presiding. Pursuant to the New Jersey Open Public Meetings Act, prior notice of this meeting was posted in the Borough Hall, February 24, 2017 and delivered to *The Ocean Star* and *Asbury Park Press*, official newspapers of the Board.

Mr. Cornell led the Pledge of Allegiance to the Flag.

Members Present President, Joseph S. Cornell, III; Mrs. Sandra Antognoli; Mrs. Shannon Curtis. Also present were Dr. Peter Morris, Superintendent; Mr. Frank Camardo, Principal; Mrs. Patricia A. Christopher, School Business Administrator; Ms. Laurie M. Considine, Board Secretary.

Members Absent Mr. Benjamin Hinds and Mr. Barry Pearce

At 6:45 PM, BE IT RESOLVED – RESOLUTION FOR EXECUTIVE SESSION, a Motion was offered by Mr. Pearce and seconded by Mrs. Antognoli to adjourn to closed session for discussions relating to matters of litigation, personnel, students, and contracts.

The Board discussed: Tuition applications and a parent complaint.

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

At 7:26 PM the board reconvened from Closed Session.

Correspondence was presented for the board’s review.

Open to Public for Agenda Items None

Board Member Committee Reports:

Open Budget Workshop on the 2017-2018 Budget: A Motion was offered by Mrs. Antognoli and seconded by Mrs. Curtis to approve the following:

ADOPTION OF PRELIMINARY BUDGET FOR 2017-2018

MOTION: To adopt the following preliminary budget for the 2017-2018 fiscal year for submission to the County Superintendent for approval in the following estimated amounts:

General Fund	\$3,514,897
Federal Restricted Funds	\$ 63,890
Debt Service	\$ 259,619

The estimated general fund local tax levy is \$3,070,164

The estimated debt service fund local tax levy is \$ 217,529

Any adjustments needed to be made to conform to budget guidelines or state requirements will be made and ratified at the April 25, 2017 Budget hearing.

BE IT FURTHER RESOLVED: that the Bay Head Board of Education establishes the school district travel maximum for the 2016-2017 school year at the sum of \$3,000 and that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded. This is to comply with district policies and NJAC 6A:23B-1-2(b). The maximum travel amount established in the pre-budget year (2014-2015) was \$3,000 and that as of March 3, 2017 \$2,092 been expended on travel.

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

Board Member Committee Reports:

Curriculum:

Mrs. Antognoli reported that the Bay Head, Point Pleasant Beach and Lavallette school districts are taking part in a Tri-District Articulation Meeting on March 9th and 10th.

Technology:

Mr. Cornell reported that we have upgraded the wireless network to have additional access points throughout the school to improve speed and connectivity.

Budget/Finance:

Mr. Cornell reported that the Budget and Finance Committee met on March 3rd to review the 2017-2018 budget. Mrs. Christopher reviewed the budget highlights.

Personnel/Negotiations:

Nothing to report.

Buildings/Grounds:

Mr. Cornell reported that administration met with Ryan Clayton and will be meeting with an architect to produce a Master Plan for the entire building and grounds.

Policy:

Nothing to report

Community Relations:

Mrs. Curtis reported that the parent child basketball game was held on Friday. Mrs. Curtis also reported that the new Borough Hall building is now open.

Delegate/Legislative:

Nothing at this time.

Athletics:

Mrs. Antognoli reported that both the girls and boys basketball teams placed 2nd and 3rd and both teams advanced to the playoffs. Mrs. Antognoli added that the Bay Head Home and School sponsored tennis club is up and running.

RECOMMENDATIONS FROM THE SUPERINTENDENT

Facility Use Requests A Motion was offered by Mrs. Antognoli and seconded by Mrs. Curtis to approve the following items:

1. **Facility Use Request** A Motion to retroactively approve a facility use request from CJ Hawks AAU Team for use of the gymnasium on February 26, 2017 from 7:00 PM to 8:30 PM at the rate of \$150 per hour.
2. **Facility Use Request** A Motion to retroactively approve a facility use request from Point Pleasant Beach Lacrosse on from March 2017 through May 2017 on Mondays and Wednesdays from 4:30 PM to 6:00 PM provided that there are no Bay Head School softball games.
3. **Facility Use Request** A Motion to approve a facility use request from Point Pleasant Soccer Club for use of the school field from March 6, 2017 through June 30, 2017 on Thursdays and Fridays from 4:30 PM to dusk provided there are no Bay Head School Softball games and Sundays 8:00 AM to dusk.
4. **Facility Use Request** A Motion to approve a facility use request from the Bay Head Home and School Association for use of the school library on March 8, 2017 from 7:00 PM to 9:00 PM.
5. **Facility Use Request** A Motion to approve a facility use request from the Bay Head Home and School Association for use of the tennis courts Monday through Thursday from March through May from 2:30 PM to 4:30 PM under the direction of Katherine Gaal.

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

2017-2018 Tuition Student A Motion was offered by Mrs. Antognoli and seconded by Mrs. Curtis to approve the following items:

1. **Tuition student – Grade 6** A Motion to approve one student for sixth grade for the 2017-2018 school year.
2. **Tuition Students** – A Motion to approve a 1st and 5th grade tuition student for the 2016-2017 school year.

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

A Motion was offered by Mrs. Antognoli and seconded by Mrs. Curtis to approve the following items:

1. **Field Trip Request** To approve a field trip request for second and third grades to attend The Franklin Institute on April 27, 2017. Cost of the trip is \$335 plus transportation.
2. **Field Trip Request** To approve a field trip request for seventh grade to attend Donovan Catholic, Toms River NJ for the Scholastic Olympics on March 14 2017. Cost is \$200 plus transportation.
3. **Field Trip Request** To approve a field trip request for third and seventh grades to attend Insectropolis in Toms River on March 17, 2017. The cost is approximately \$200 plus transportation.

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

RECOMMENDATIONS FROM THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

Approval of Minutes A Motion was offered by Mrs. Antognoli and seconded by Mrs. Curtis to waive the public reading and approve the minutes of the following:

January 24, 2017 Regular Meeting

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

A Motion was offered by Mrs. Antognoli and seconded by Mrs. Curtis to approve the following three items:

1. **Financial Reports:** Accept the Financial Reports of the Board Secretary and Treasurer of School Monies for the period ending December 31, 2016 and January 31, 2017, as reconciled.
2. **Certification of No Over-expenditures:** Pursuant to NJAC 6A:23-2.22 (c) 3-4, accept and certify the Budget Appropriations Report for the month ending December 31, 2016 and January 31, 2017 certifying no line item account has been over-expended through payments or contractual orders in violation of NJAC6A:23-2.22 (b) and sufficient funds are available to meet the financial obligation of the Bay Head Board of Education.
3. **Board Certification:** Recommend acceptance that through the adoption of this resolution, the Bay Head Board of Education, pursuant to N.J.A.C. 6A:23-2.11 (c) 4, certifies that as of December 31, 2016 and January 31, 2017 after review of the Secretary’s monthly financial report (appropriations section) and upon consultation with the Business Administrator 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 c(4) i.-vi and that sufficient funds are available to meet the district’s financial obligations for the remainder of the fiscal year.

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

List of Bills A Motion was offered by Mrs. Antognoli and seconded by Mrs. Curtis to approve the following two items RESOLUTION:

1. BE IT RESOLVED by the Board of Education of Bay Head to ratify bills dated February 28, 2017 totaling **\$128,302.31** for the 2016-2017 school year.
2. BE IT RESOLVED by the Board of Education of Bay Head that bills totaling **\$69,234.92** for the 2016-2017 school year to be paid, and the Secretary and President be hereby authorized and directed to draw orders on the Treasurer for the payment of same, if and when funds are available.

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

2017-2018 Tuition Rates A Motion was offered by Mrs. Antognoli and seconded by Mrs. Curtis to approve the following tuition rates for the 2017-2018 school year in accordance with board policy and state imposed CAP.

- 1st Child Kindergarten – Fifth Grade \$5,116 (prior year \$5,014)
- 2nd Child Kindergarten – Fifth Grade \$4,384 (prior year \$4,298)
- 3rd Child Kindergarten – Fifth Grade \$4,266 (prior year \$4,182)
- 1st Child Sixth – Eighth Grade \$5,370 (prior year \$5,264)
- 2nd Child Sixth – Eighth Grade \$4,604 (prior year \$4,512)
- 3rd Child Sixth – Eighth Grade \$4,480 (prior year \$4,390)

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

Safety Grant A Motion was offered by Mrs. Antognoli and seconded by Mrs. Curtis to approve submission of the 2017 NJSIG Safety Grant Application and to accept the award in the amount of \$1,501 to be spent on additional security cameras.

AYE: CORNELL, ANTOGNOLI, CURTIS

NAY: NONE

Cancel Meeting A Motion was offered by Mrs. Antognoli, seconded by Mrs. Curtis and unanimously carried to cancel the March 28, 2017 Board of Education meeting.

New Business

Board Member Self Evaluation The board was given self-evaluation forms and was asked to complete them for the April meeting.

Old Business

Nothing at this time

Motions from the Floor - None

Public Comment - None

Superintendent’s Report

Dr. Morris reported the following:

A. Enrollment as of March 4, 2017

Bay Head School	131 students
Point Pleasant Beach High School	30 students
Vocational School Students	4 students
Out of District	<u>1 students</u>
Total Students	166 students

B. Superintendent/Principal Monthly Report was attached for the board’s review.

Motion to adjourn At 7:53 PM, a motion was offered by Mrs. Antognoli, seconded by Mrs. Curtis and unanimously carried to adjourn the meeting.

Laurie M. Considine
Board Secretary