

MINUTES

Regular Meeting

July 26, 2016

The Regular Meeting of the Bay Head Board of Education convened Tuesday, July 26, 2016, at 4:00 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, January 22, 2016 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; Vic President, Mr. Darren Erbe; Mr. Benjamin Hinds; Mr. Barry Pearce. 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 Sandra Antognoli

At 4:00 PM, BE IT RESOLVED – RESOLUTION FOR EXECUTIVE SESSION, a Motion was offered by Mr. Erbe and seconded by Mr. Hinds to adjourn to closed session for discussions relating to matters of litigation, personnel, students, and contracts.

The Board discussed: Hiring a Special Education teacher; Hiring a part-time Spanish Teacher, rehiring a part-time teacher; rehiring Paraprofessionals; re-hiring the School Secretary and Office Assistant and two prospective tuition students.

AYE: CORNELL, ERBE, HINDS, PEARCE

NAY: NONE

At 4.45 PM the board reconvened from Closed Session.

Open to Public for Agenda Items None

Correspondence was presented for the board's review.

Board Member Committee Reports

Curriculum:

Mr. Cornell reported that the Board Office will be transitioned to a computer lab. Mr. Cornell added that the Board Office will be moved back over to the library.

Technology:

Mrs. Christopher reported that the wiring for the security cameras is in progress and the majority of the security cameras will be installed by August.

Budget/Finance:

Mrs. Christopher reported that the auditors will be in next week to conduct an audit on the 2015-2016 school budget.

Personnel/Negotiations:

Mr. Cornell reported that they were hiring a part-time Spanish Teacher and a full-time Special Education Teacher.

Buildings/Grounds:

Mr. Erbe reported the new boiler is in process of being installed.

Policy:

Mrs. Christopher reported the board will be approving job descriptions at the meeting.

Community Relations:

Mr. Pearce reported that the Bay Head Borough camp being held at the school is going well and is averaging 25 to 30 children.

Delegate/Legislative:

Nothing to report.

Athletics:

Nothing to report.

Open Public Hearing 2016 Spring Semester HIB Incident Report A Motion was offered by Mr. Erbe, seconded by Mr. Pearce and unanimously carried to Open a Public Hearing for the purpose of the Superintendent’s Report on 2016Spring Semester HIB Incidents.

Total Number of HIB Complaints: 0

Status: # Open: 0 #Closed: 0

Number of Confirmed HIB Incidents: 0

Cyber bullying Incidents: 0

On/Off School Grounds On: 0 Off: 0

2016 Spring Semester HIB Report A Motion was offered by Mr. Erbe, seconded by Mr. Pearce and unanimously carried to accept the 2016 Spring Semester HIB Report as presented.

RECOMMENDATIONS FROM THE SUPERINTENDENT

A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following three items:

1. **Southern Regional Institute/ETTC Provided Services** A motion to approve membership in the Southern Regional Institute/ETTC Provided Services for the 2016-2017 school year.
2. **Monmouth Ocean Athletic League** A Motion to approve participation in the Monmouth Ocean Athletic League (MCAL) for the 2016-2017school year.
3. **Accept Resignation** A Motion to accept, with regret, the resignation of Mrs. Christina Taibo Lemanowicz effective September 1, 2016 and to retroactively approve advertising for her replacement.

AYE: CORNELL, ERBE, HINDS, PEARCE

NAY: NONE

A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following two items:

1. **Full-Time Special Education Teacher (Non-tenure)** A Motion to hire Shane T. O'Connor as a Special Education Teacher for the 2016-2017 school year on Step 1 at a salary of \$54,845.
2. **Part-time Spanish Teacher (Non-tenure)** A motion to hire Steven Wiltbank for the 2016-2017 school year as a part-time Spanish Teacher (60% time) on Step 3, BA at a salary of \$33,474.

AYE: CORNELL, ERBE, HINDS, PEARCE

NAY: NONE

A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following item:

June Monticello - Rehire To approve the re-hire of June Monticello for the 2016-2017 school year as follows:

2. **Part-time Special Education (non-tenure)** (35% time, 12.25 hours per week) Step 2, BA+15 at a salary of \$19,584.
3. **Part-time Paraprofessional** To approve June Monticello as a paraprofessional at a salary of \$6,924 (16.75 hours per week at \$11.42 per hour).

AYE: CORNELL, ERBE, HINDS, PEARCE

NAY: NONE

A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following four items:

1. **Part-time Paraprofessional – Gabrielle Giacchi** To re-hire Gabrielle Giacchi as a part time paraprofessional for the 2016-2017 school year at a of \$11,575 (28 hours per week, \$11.42 per hour, 181 days).
2. **Part-time Paraprofessional – Sally McGoey** To re-hire hire Sally McGoey as a part time paraprofessional for the 2016-2017 school year at a of \$6,201 (15 hours per week, \$11.42 per hour, 181 days).
3. **Part-time Paraprofessional – Chelsea Stulga** To re-hire Chelsea Stulga as a part time paraprofessional for the 2016-2017 school year at a of \$11,575 (28 hours per week, \$11.42 per hour, 181 days).
4. **Full-time Paraprofessional – Sonjia Johnson** To re-hire Sonjia Johnson as a full-time paraprofessional for the 2016-2017 school year at a salary of \$30,063. (Full-time, Extended school year).

AYE: CORNELL, ERBE, HINDS, PEARCE

NAY: NONE

A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following two items:

1. **School Secretary – Alicia Applegate** A Motion to re-hire Alicia Applegate as School Secretary for the 2016-2017 school year at a salary of \$40,216.

- 2. **Office Assistant – Patricia Mullins** A Motion to re-hire Patricia Mullins as a part-time office assistant, 16 hours per week, for the 2016-2017 school year at a salary of \$5,102.

AYE: CORNELL, ERBE, HINDS, PEARCE
 NAY: NONE

Certificated Substitute A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve adding Patricia Polunas to the 2016-2017 Certificated Substitute List pending background check.

AYE: CORNELL, ERBE, HINDS, PEARCE
 NAY: NONE

Tuition Students A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following tuition students for the 2016-2017 school year:

- C.S. – Grade 1
- P.S. – Grade 2

AYE: CORNELL, ERBE, HINDS, PEARCE
 NAY: NONE

Job Descriptions A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following job descriptions, as presented:

Board Secretary	Cafeteria Aide	Custodian
Extra-Curricular Advisor	Food Service Worker	Guidance Counselor
Head Teacher	Health and Phys Ed Teacher	Classroom Aide/Para
School Business Admin	School Nurse	School Physician
Secretary	Special Education Teacher	Superintendent
K-12 Subject Area Teacher	Athletic Coach	Principal
Elementary Education Teacher		Treasurer
Special Education Aide/Paraprofessional		

AYE: CORNELL, ERBE, HINDS, PEARCE
 NAY: NONE

A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following three items:

- 1. **Facility Use Request** A Motion to approve a facility use request from the Borough of Bay Head for use of the Gymnasium to hold a Planning Board Meeting on Wednesday, August 15th from 6:45 PM to approximately 10:30 PM.
- 2. **Facility Use Request** A Motion to approve a facility use request from the Point Pleasant Beach High School girls volleyball team for use of the gym in July and August on Monday, Thursday and Friday from 8:00 AM to 11:00 AM, as available.
- 3. **Facility Use Request** A Motion to approve a facility use request from Mid-Monmouth Basketball League, as available.

AYE: CORNELL, ERBE, HINDS, PEARCE
 NAY: NONE

**RECOMMENDATIONS FROM THE BOARD SECRETARY/BUSINESS
ADMINISTRATOR**

Approval of Minutes A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to waive the public reading and approve the minutes of the following:

June 28, 2016 – Regular Meeting, Open and Executive Session

AYE: CORNELL, ERBE, HINDS, PEARCE

NAY: NONE

A Motion was offered by Mr. Erbe and seconded by Mr. Hinds 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 May 31, 2016, 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 May 31, 2016 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 May 31, 2016 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, ERBE, HINDS, PEARCE

NAY: NONE

List of Bills A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following RESOLUTION:

BE IT RESOLVED by the Bay Head Board of Education totaling **\$355,556.88** 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, ERBE, HINDS, PEARCE

NAY: NONE

District Taxes A motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve the following RESOLUTION:

RESOLVED, that the amount of district taxes needed to meet the obligations of the Board for the months of July and August 2016 is \$601,995 and \$119,000 for debt service and that the Borough of Bay Head is hereby requested to place in the hands of the Treasurer of School Monies that amount within the next thirty days in accordance with the statutes relating thereto.

AYE: CORNELL, ERBE, HINDS, PEARCE

NAY: NONE

IDEA 2016-1017 A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to authorize the Superintendent to file for IDEA (Individuals with Disabilities Education Act) Consolidated Grant for fiscal year 2016 as follows:

Basic	\$31,242
Pre-School	<u>676</u>
Total	\$31,948

Also, that a.) The grant shall be implemented in accordance with the Fiscal year 2016 Notification of Grant Award and the approved FY 2016 IDEA Consolidated application, including assurances, filed with the NJDOE which was used as the basis for awarding the grant; b.) That the grant shall be administered and monitored in accordance with the appropriate state and federal regulations; and c.) That wherever the program supported with these funds involves the procurement of goods or services from vendors or consultants, written contracts between the Bay Head Board of Education and such vendors or consultants, and the award for such contracts, shall be in accordance with the provisions of NJSA 18A-1, et seq.

AYE: CORNELL, ERBE, HINDS, PEARCE

NAY: NONE

New Business

Mrs. Christopher stated there was a conflict with the August board meeting date, after discussion a Motion was offered by Mr. Erbe, seconded by Mr. Hinds and unanimously carried to authorize changing the august Meeting from August 23rd to August 30th and 4:00 P.M.

Dr. Morris asked the board to make a decision about the 8th grade trip. He stated that Lavallette will be going to Washington DC instead of Gettysburg. After discussion, the board decided to hold off their decision until they were able to discuss the matter with Mrs. Antognoli.

Old Business

Playground Mrs. Christopher reported that the pricing to replace the mulch were coming in higher than anticipated. Mr. Cornell stated that he did not want to exceed the budget that was already in place. Mrs. Christopher was going to look into alternative options.

Motions from the floor None

Superintendent’s Report

Dr. Morris reported the following:

A. Enrollment as of June 22, 2016

Bay Head School	146 students
Point Pleasant Beach High School	26 students
Vocational School Students	3 students
Out of District	<u>3 students</u>
Total	178 students

Motion to adjourn At 5:11 PM, a motion was offered by Mr. Erbe, seconded by Mr. Hinds and unanimously carried to adjourn the meeting.

Laurie M. Considine
Board Secretary