

# BAY HEAD BOARD OF EDUCATION

145 Grove Street  
Bay Head, NJ 08742  
(732) 892-4704 Ext. 119

## AGENDA

August 28, 2018

1. Pursuant to the N.J. Open Public Meetings Act, adequate notice of this meeting was posted in the Borough Hall on January 20, 2018 and delivered to The Ocean Star and the Asbury Park Press, official newspapers of the Board. The meeting is to be held at the Bay Head School Library, Meadow Avenue in Bay Head at 4:00 PM. Generally, it is anticipated the public portion of the meeting shall begin at approximately 4:45 PM.
2. Pledge of Allegiance to the Flag.
3. Roll Call: Mr. Cornell, Mr. Hinds, Mrs. Antognoli; Mr. Pearce, Mrs. Curtis
4. RESOLUTION FOR EXECUTIVE SESSION, a Motion to adjourn to closed session for discussions relating to matters of litigation, personnel, students, and contracts. The Board will be discussing: the 2018-2019 certificated substitute list; 2018-2019 Stipend Positions; tuition reimbursement request; tuition student; hiring a Paraprofessional; hiring an Administrative Assistant.
5. Reconvene from Closed Session.
6. Correspondence
7. Open to Public for Agenda Items
8. Board Member Committee Reports:  
Curriculum: Committee of the Whole – Lead Person Mrs. Antognoli  
Technology: Committee of the Whole – Lead Person, Mr. Cornell  
Budget/Finance: Committee of the Whole – Mr. Cornell and Mr. Pearce  
Personnel/Negotiations: Mr. Pearce and Mr. Hinds  
Buildings/Grounds: Committee of the Whole – Lead Person, Mr. Cornell, Mr. Hinds  
Policy: Committee of the Whole – Lead Person, Mrs. Curtis  
Community Relations: Committee of the Whole – Lead Person, Mr. Pearce  
Delegate/Legislative: Committee of the Whole – Lead Person, Mrs. Curtis

Athletics: Committee of the Whole, Lead People Mrs. Antognoli and Mr. Hinds

**RECOMMENDATIONS FROM THE SUPERINTENDENT**

9. **Certificated Substitute List** A Motion to approve the Certificated Substitute List for the 2018-2019 school year, as presented.
10. **Administrative Assistant/Data Coordinator** A Motion to ratify hiring Sheri Trainor as the Administrative Assistant/Data Coordinator for the 2018-2019 school year at a salary of \$46,000 effective August 13, 2018.
11. **Paraprofessional – Caitlin Carey** A Motion to hire Caitlin Carey as a part-time Paraprofessional for the 2018-2019 school year at a salary of \$12,528 (28 hours per week, \$12.36 per hour, 181 days).
12. A Motion to approve the following items:
  - 12.1 **School Steering Committee** A Motion to approve the School Steering Committee to be comprised of one representative from Administration, Board of Education, Local Bargaining Unit, Bay Head Home and School Association, Bay Head School Foundation and the local business community, as established by Mr. Camardo, who will meet on an as needed basis throughout the 2018-2019 school year.
  - 12.2 **School Safety Committee** A Motion to approve establishing the School Safety Committee and to be comprised of Dr. Morris, Mr. Camardo Mrs. Michele Sierotko, Mr. Bish and another BHEA member to be determined.
13. A Motion to approve the following two items:
  - 13.1 **Emergency Management Plan** A Motion to approve the Emergency Management Plan for the 2018-2019 school year.
  - 13.2 **Crisis Management Plan** A Motion to approve the Crisis Management Plan for the 2018-2019 school year.
14. **Aftercare Program** A Motion to approve the aftercare program for the 2018-2019 school year from 2:30 PM to 5:30 PM at rate of \$6.00 per hour.
15. **Student and Staff Manual for 2018-2019** A Motion to approve the Student and Staff Manual for the 2018-2019 school year.
16. **Salaries 2018-2019** A Motion to approve the following Steps and Salaries for the 2018-2019 school year:

|                                   |          |
|-----------------------------------|----------|
| Heather Califano – Step 6         | \$60,125 |
| Vincent Espinosa – Step 1-2 (60%) | \$34,005 |
| Elizabeth Fallivene – Step 11     | \$69,475 |
| Lauren Galarza – Step 6           | \$60,125 |
| Thomas Kennedy – Step 16, MA      | \$82,479 |
| Melissa Kiss – Step 12            | \$71,775 |

|                                     |          |
|-------------------------------------|----------|
| David Lewis – Step 14, MA           | \$78,479 |
| Barbara Martin - Step 17            | \$83,695 |
| Carolyn Meyer – Step 14, MA+15      | \$78,927 |
| Zahranna Monesson, Step 1-2 (18%)   | \$10,201 |
| June Monticello – Step 4, BA+15     | \$58,297 |
| Shane O’Connor – Step 3, BA+15      | \$57,797 |
| Diane Peters – Step 17, MA+15       | \$86,047 |
| Jana Phelps – Step 6, MA            | \$62,029 |
| Donna Ray – Step 8, BA+15 (20%)     | \$12,799 |
| Michele Sierotko, Step 1-2          | \$56,675 |
| William Speelman, Step 10 (60%)     | \$40,395 |
| Urbano Venero, Step 11, BA+30 (60%) | \$42,625 |
| Maria Wills, Step 6, MA             | \$62,029 |
| AnnMarie Wisliceny, Step 17         | \$83,695 |

17. **Tuition Student(s)** A Motion to approve the following four tuition students for the 2018-2019 school year

1 student - Grade 7

18. **Stipend Positions 2018-2019** A Motion to approve the following stipend positions for the 2018-2019 school year at the contracted rate.

Technology Club – To be determined

Law Club - Mr. Kennedy

Writing Club – Mrs. Fallivene

Homework Club – Mrs. Peters

Student Council – Mrs. Galarza

Safety Patrol - Mrs. Monticello

Yearbook – Miss Wills

Talent Show Mrs. Galarza and Mrs. Califano

Newspaper - To Be Determined

Teacher in Charge – Miss Wills

8<sup>th</sup> Grade Advisor – Mrs. Fallivene and Mrs. Phelps (shared)

Coaching AD – Mr. O’Connor

IR&S – Mrs. Phelps, Mrs. Monticello, Misa Kiss, Mrs. Sierotko

Art Club – Mrs. Ray

Aftercare – To be determined

Cheerleading – Miss Kiss and Miss Periera (shared)

Antrim Olympics – Mr. Speelman, Mr. Lewis, Mr. Kennedy, Mr. O’Connor

State Testing Coordinator – Mrs. Wisliceny and Mrs. Peters (shared)

Girls’ Soccer Coach – Miss Carey

Boys’ Soccer Coach – Mr. Speelman

Boys’ Basketball Coach – Mr. O’Connor

Girls’ Basketball Coach – Mrs. Beyer

Girls’ Softball Coach – Mr. Lewis

Washington DC Trip – Mr. Kennedy, Mr. Speelman, Mrs. Galarza

PEEC Trip – Mr. Speelman, Mr. O’Connor, Mrs. Fallivene

19. **Policy Updates – Second Reading** – A Motion to approve the second reading of the following policies and regulations:
  - Policy and Regulations #1613 – Disclosure and Review of Applicant’s History
  - Policy and Regulations #5512 – Harassment, Intimidation and Bullying
  - Policy and Regulations #5561 – Use of Physical Restraint and Seclusion Techniques for Students with Disabilities
  - Policy 8561 Procurement Procedures for Nutrition Programs
20. **Tuition Reimbursement Request – Maria Wills** A Motion to approve a tuition reimbursement from Maria Wills.
21. **Workshop(s)** A Motion to approve the attendance and related expenses for the following staff member(s) for the 2018-2019 school year.
  - Mark Bish – November 2, 2018 and November 14, 2018

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

22. **Approval of Minutes** A Motion to waive the public reading and approve the minutes of the following:
  - July 30, 2018 – Regular Meeting, Open and Executive Session
23. A Motion to approve the following three items:
  - 23.1 **Financial Reports:** Accept the Financial Reports of the Board Secretary and Treasurer of School Monies for the period ending July 31, 2018, as reconciled.
  - 23.2 **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 July 31, 2018 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.
  - 23.3 **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 July 31, 2018 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.
24. **List of Bills** Motion to approve RESOLUTION:
  - BE IT RESOLVED by the Board of Education of Bay Head that bills totaling **\$291,043.05** for the 2018-2019 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.

25. **Transportation** A Motion to approve the following transportation agreements for the 2018-2019 school year between the Bay Head Board of Education and the Monmouth Monmouth Ocean Educational Services Commission (MOESC):  
One student to MATES Academy

26. **Transportation** A Motion to approve a transportation agreement with the Point Pleasant Beach Board of Education to transport one student to the Harbor School, Eatontown, NJ at a rate of \$105.00 per diem.

27. **Transportation** A Motion to approve the following transportation agreements with the Point Pleasant Borough School District:  
One Student to the Performing Arts Academy

28. **Integrated Pest Management Plan 2018-2019** Motion to approve the renewal of the Integrated Pest Management Plan from July 1, 2018 through June 30, 2019.

29. New Business

30. Old Business

31. Motions from the Floor

32. **Superintendent's Report**

A. **Superintendent's Report**

A. Enrollment as of June 20, 2018

|                                  |                   |
|----------------------------------|-------------------|
| Bay Head School                  | 128 students      |
| Point Pleasant Beach High School | 34 students       |
| Vocational School Students       | 3 students        |
| Out of District                  | <u>2 students</u> |
| Total                            | 167 students      |

33. Public Comment

34. If Required, Executive Session, Motion to approve the following:

BE IT RESOLVED, the Bay Head Board of Education meet in closed session to discuss matters that are exempt from public discussion pursuant to the New Jersey Open Public Meetings Act.

35. Reconvene from Closed Session

36. Action, if required

37. Motion to adjourn