

MINUTES

Regular Meeting

November 15, 2016

The Regular Meeting of the Bay Head Board of Education convened Tuesday, November 15, 2016, 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, 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; Vice President Darren Erbe; Mr. Benjamin Hinds; Mrs. Sandra Antognoli; 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 None

At 6:45 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: The Board will be discussing: Hiring a Spanish Teacher; Hiring a Paraprofessional; Part-time Secretarial Position; a tuition reimbursement request and HIB incident(s), if any.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

At 7:44 PM the board reconvened from Closed Session.

Correspondence was presented for the board's review.

Open to Public for Agenda Items - None

Comprehensive Annual Financial Report (Audit)

Mr. Robert Hulsart Jr. presented the results of the annual audit. Mr. Hulsart stated the district is in excellent financial condition. After discussion, a Motion was offered by Mr. Pearce and seconded by Mrs. Antognoli to approve the following:

RESOLUTION to accept the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2016 with no findings, exceptions or corrective action required.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Board Member Committee Reports:

Curriculum: Mrs. Antognoli reported that they are looking to enhance the Kindergarten through Fifth grade Social Studies and Science Curriculum. A Curriculum Group will be formed to look at current programs, textbooks and materials.

Technology:

Mr. Cornell reported that several new access points have been added to improve internet connectivity and the computer lab is up and running. Mr. Cornell added that a portable SmartBoard has been ordered.

Budget/Finance

Nothing to report.

Personnel/Negotiations

Mr. Cornell reported that there were substitutes on the agenda for approval.

Buildings/Grounds:

Mr. Erbe reported the boiler is up and running, however, there are some balancing issues that are still being addressed. Mrs. Christopher added she is awaiting the Commissioning Report.

Policy:

Mrs. Christopher reported that she is waiting on a proposal from Strauss Esmay to provide policy management services.

Community Relations:

Mr. Pearce reported the following:

- Mrs. Martin is holding a pajama drive to help children in need. The pajamas will be combined with storybooks from Scholastic so each child receives pajamas and a story book.
- A Veteran's Day Assembly was held on November 14th. Students in sixth through eighth grade invited veteran family members to share their stories of when they served our country.
- The mobile museum, which celebrates the hall of fame leaders and legends of New Jersey, visited the Bay Head School on November 8th.

Delegate/Legislative:

Nothing to report.

Athletics:

Mrs. Antognoli reported that the Boys took second place in soccer and the girls took third place. Mrs. Antognoli added that the basketball teams have started practicing.

RECOMMENDATIONS FROM THE SUPERINTENDENT

Workshop(s) A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve the attendance and related expenses for the following staff member(s) for the 2016-2017 school year.

June Monticello October 19, 2016, November 16, 2016 December 13, 2016
February 9, 2017, April 10, 2017, June 7, 2017

Diane Peters November 16, 2016

Maria Wills – November 4, 2016 (retroactive), November 17, 2016 December 15, 2016

Melissa Kiss – February 27, 2017 and February 28, 2017

Barbara Martin – November 4, 2016 (retroactive)

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

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

1. **Goetz Academic Bowl** A Motion to approve participation in the Goetz Academic Bowl on May 24, 2017 and travel to Goetz Middle School, Jackson NJ under the direction of Mrs. Galarza.
2. **CBA Math Competition** A Motion to approve participation in the CBA Math Competition and travel to CBA on a date to be determined.

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

Classroom Observation A Motion was offered by Mrs. Antognoli, seconded by Mr. Hinds and unanimously carried to retroactively approve Katherine Gaal for classroom observation on November 2nd under the direction of Mrs. Fallivene.

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

1. **Facility Use Request** A Motion to approve a facility use request from Point Pleasant Beach Travel Basketball from November through March on Mondays and Wednesday from 6:00 PM to 9:30 PM at a rate of \$100 per hour.
2. **Facility Use Request** A Motion to approve a facility use request from Trilogry Lacrosse for field use from July 31, 2017 through August 3, 2017 from 8:00 AM to 8:00 PM at a rate of \$75 per hour.

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

Certificated Substitute A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve Jennifer Disbrow as a certificated substitute for the 2016-2017 school year, pending fingerprint and background check.

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

Resignation – Chelsea Stulga A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to accept, with regret, the resignation of Chelsea Stulga effective November 11, 2016 and to retroactively approve advertising for her replacement.

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

PEEC Chaperone A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve Mrs. Lauren Galarza as PEEC Chaperone at the contracted rate for the 2016-2017 school year.

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

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

1. **Walking Trip** A Motion to approve a walking trip to the Bay Head Fire Department and Town Hall for Student Council members on a date to be determined.
2. **Field Trip** A Motion to approve a field trip for the Eighth Grade students to attend Radio City Music Hall, New York City, on December 7, 2016. Cost is for transportation only.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Hire Spanish Teacher A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to hire Lindsay Taylor as a long term substitute at \$80 per day. Once proper certification is obtained she will be placed on Step 1 of the teacher's guide at 60% time.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Hire Paraprofessional A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to hire Katherine Gaal as a part-time Paraprofessional at a salary of \$11,575 (\$11.42 per hour) prorated as of November 18, 2016.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Approve Job Posting A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve advertising for a part-time office assistant for two to three hours per day.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Amend 2016-2017 Calendar A Motion was offered by Mrs. Antognoli, seconded by Mr. Hinds and unanimously carried to amend the 2016-2017 school calendar making November 28, 2016 a day off for students to accommodate parent/teacher conferences.

Volunteer – Ann Castaganola A Motion was offered by Mrs. Antognoli, seconded by Mr. Hinds and unanimously carried to approve Ann Castagnola as a volunteer reading specialist pending records and background check.

RECOMMENDATIONS FROM THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

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

October 18, 2016 - Regular Meeting, Open and Executive session

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

A Motion was offered by Mrs. Antognoli 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 September 30, 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 September 30, 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 September 30, 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, ANTOGNOLI, PEARCE

NAY: NONE

List of Bills A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve RESOLUTION:

BE IT RESOLVED by the Board of Education of Bay Head that bills totaling \$109,169.44 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, ANTOGNOLI, PEARCE

NAY: NONE

Brown and Brown Agreement A Motion was offered by Mr. Hinds and seconded by Mrs. Antognoli and seconded by Mr. Hinds to approve an agreement with Brown and Brown Benefit Advisors to provide consultant services from December 1, 2016 through November 30, 2017.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

A Motion was offered by Mr. Hind and seconded by Mrs. Antognoli to approve the following two items.

1. **ACT Participation Agreement** A Motion to approve an Agreement for participation for cooperative purchasing of telecommunication services.
2. **E-Rate Filing** A Motion to authorize On-Tech Consulting to represent the District in connection with completion of the application process for E-Rate, funding year 2017-2018.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

New Business

The Bay Head School Foundation would like to contribute signage for the front of the gymnasium.

Old Business

Mrs. Christopher reported the Commissioning Report should be distributed next week.

Superintendent's Report

Dr. Morris reported the following:

A. Enrollment as of November 16, 2016

Bay Head School	131 students
Point Pleasant Beach High School	28 students
Vocational School Students	4 students
Out of District	<u>1 student</u>
Total	164 students

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

C. Workshop Requests were attached for the boards review.

D. Professional Visit Reports were attached for the board's review.

Public Comment

Mr. Kennedy thanked Mr. Erbe for everything he has done for the Bay Head School over the years and stated that he will be missed as a Board of Education member.

Mrs. Curtis suggested the board begin the process of mailing out brochures to attract additional tuition students.

Motion to adjourn At 8:39 PM, a motion was offered by Mr. Erbe, seconded by Mr. Pearce and unanimously carried to adjourn the meeting.

Laurie M. Considine
Board Secretary