

MINUTES

**Regular Meeting and Budget Workshop**

**March 27, 2018**

The Regular Meeting and Budget Workshop of the Bay Head Board of Education convened Tuesday, March 27, 2018 at 6:30 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 5, 2018 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 Cornell III, Vice President Benjamin Hinds; 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. Barry Pearce

At 6:30 PM, A Motion was offered by Mr. Hinds and seconded by Mrs. Antognoli to approve the following:

MOTION, 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.

The Board discussed: a tuition reimbursement request; accepting a resignation; hiring a Teacher/Paraprofessional; tuition students 2018-2019 schoolyear and any HIB incident(s).

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

At 7:12 PM the board reconvened from Closed Session

**Public Comment - Agenda Items** None

**Correspondence** was presented for the board’s review.

**Open Budget Workshop on the 2018-2019 Budget** A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve the following:

**ADOPTION OF PRELIMINARY BUDGET FOR 2018-2019**

MOTION: To adopt the following preliminary budget for the 2018-2019 fiscal year for submission to the County Superintendent for approval in the following estimated amounts:

General Fund	\$3,818,600
Federal Restricted Funds	\$ 64,231
Debt Service	\$ 265,819

The estimated general fund local tax levy is \$3,131,567

The estimated debt service fund local tax levy is \$ 222,724

Budget includes withdraws of \$90,000, 138,000 and 12,000 from Emergency Reserve, Capital Reserve and Maintenance Reserve respectively. Any adjustments

needed to be made to conform to budget guidelines or state requirements will be made and ratified at the April 30, 2018 Budget hearing.

BE IT FURTHER RESOLVED: that the Bay Head Board of Education establishes the school district travel maximum for the 2017-2018 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 was \$3,000 and that as of March 23, 2018 \$2,156 been expended on travel.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**Board Member Committee Reports:**

**Curriculum:**

Mrs. Antognoli reported that teachers and the Curriculum Supervisor from the Folsom School District came to observe first, second and fifth grade classes on March 26<sup>th</sup> to see Readers and Writers Workshop and observe Social Studies lessons. Mrs. Antognoli added that teachers in Kindergarten through fifth grades have received samples from several Math series and will be evaluating and piloting next school year.

**Technology:**

Mr. Cornell reported that Mr. Camardo is now on Twitter. Parents and student are able to follow school activities and be apprised of upcoming events and announcements.

**Budget/Finance:**

Mr. Cornell reported that the Finance Committee has met to discuss the 2018-2019 budget and to discuss building expenses.

**Personnel/Negotiations:**

Mr. Hinds reported that contract negotiations with the Bay Head Education Association will begin on March 28<sup>th</sup>.

**Buildings/Grounds:**

Mr. Cornell reported that the elevator will be decommissioned over spring break. Mr. Cornell added that we have someone coming to take a look at the trees and to see if any need to be removed.

**Policy:**

Mrs. Curtis reported that the policies are now available online. Mrs. Curtis added that we will be revising the non-resident student policy.

**Community Relations:**

Mr. Camardo reported that the Bay Head Home and School gift auction was a great success; the Kindergarten through 4<sup>th</sup> grade will have a Glow Dance Party on April 20<sup>th</sup> and that the Open House will be held on April 14<sup>th</sup> from 9:00 AM to 11:00 AM.

**Delegate/Legislative:**

Nothing at this time.

**Athletics:**

Mrs. Antognoli reported that the softball, baseball and track have started practices.

**RECOMMENDATIONS FROM THE SUPERINTENDENT**

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

1. \*\*\*\***MOTION TABLED**\*\*\*\***Facility Use Request** A Motion to approve a facility request from Nick Catania Hoop Skill for August 6, 2018 through August 10, 2018 from 1:00 PM to 5:00 PM and August 13, 2018 through August 17, 2018 at a rate of \$1,200.
2. **Facility Use Request** A Motion was offered by Mr. Hinds and seconded by Mrs. Antognoli to approve a facility use request from Jersey Shore Boca for use of the soccer field on Saturday, April 21, 2018 from 12:00 PM to 3:30 PM at a rate of \$75 per hour.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

3. **Facility Use Request** A Motion was offered by Mr. Hinds and seconded by Mrs. Antognoli to approve a facility use request from the Bay Head Home and School Association for use of the gymnasium for a school dance on Friday April 20, 2018 from 5:30 PM to 8:30 PM.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**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 2017-2018 school year.

Thomas Kennedy – March 29, 2018

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

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

1. **Field Trip Request** A Motion to approve a field trip request for Thursday, May 17, 2018 to Brielle Elementary School for fifth, sixth and eighth grades to compete in an academic bowl. Cost is \$150 plus transportation.
2. **Field Trip Request** A Motion to approve a field trip request for eighth grade to attend Point Pleasant Beach High School on Friday May 4, 2018. Cost is transportation only.
3. **Field Trip Request** A Motion to approve a field trip request for second and third grades to attend Liberty Science Center on April 19, 2018. Cost of the trip is \$510 plus transportation.
4. **Field Trip Request** A Motion to approve a field trip request for Tuesday, April 24, 2018 for eighth grade to attend Monmouth University. Cost is for transportation only.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**Summer Academic Program** A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve Elizabeth Fallivene and Barbara Martin for the six week Summer Academic Program from Monday through Thursday beginning June 25, 2018 for 1.5 hours per day at the contracted hourly rate.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**Tuition Reimbursement** A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve tuition reimbursement for Carolyn Meyer for one three credit course for Curriculum and Instruction for the Gifted to be reimbursed at the contractual rate.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**Accept Resignation – Kristine DaCosta** A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to accept the resignation of Kristine DaCosta effective March 29, 2018 and to retroactively approve advertising for her replacement.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**Special Education Teacher/Paraprofessional** A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to hire Zahranna Monesson as a part-time Special Education Teacher and a part-time Paraprofessional pending successful background check, effective April 9, 2018 as follows:

Special Education Teacher – \$9,998 (Step 1 18% time, 1.2 hours per day) – Prorated effective April 9, 2018.

Paraprofessional – \$9,339 (4.3 hours per day, \$12 per hour, 181 days – Prorated effective April 9, 2018.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**2017-2018 Calendar Adjustment** A motion was offered by Mrs. Antognoli, seconded by Mr. Hinds and unanimously carried to adjust the 2017-2018 school calendar adding two half days for June 20, 2018 and June 21, 2018.

**2018-2019 Tuition Students** A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to accept nine Kindergarten Tuition students for the 2018-2019 school year.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**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:

February 27, 2018 Regular Meeting

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

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 February 28, 2018, 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 February 28, 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.
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 February 28, 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.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

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

BE IT RESOLVED by the Board of Education of Bay Head that bills totaling **\$151,642.69** for the 2017-2018 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, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**DOE State Project #29-0210-020-18-1000 – Submission to SDA** A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve the following Resolution:

BE IT RESOLVED, by the Bay Head Board of Education to approve the submission of the Roof Replacement at Bay Head Elementary School to the New Jersey Department of Education, DOE State Project #29-0210-020-18-1000, for review and Department approval of an "other capital project" with no state funding the amendment of the 2008 long range facilities plan to be consistent with the project. Further, the Board authorizes Spiegle Architectural Group, Inc. to make the submission to the Department of Education on behalf of the district.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**Withdraw Capital Reserve** A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to withdraw \$20,000 from Capital Reserve for the 2017-2018 school year.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**Remington & Vernick Engineers Proposal** A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve a proposal from Remington & Vernick Engineers in the amount of \$24,000 for the Bay Head Elementary School – New Parking Lot Site Plan/Administration.

AYE: CORNELL, HINDS, ANTOGNOLI, CURTIS

NAY: NONE

**New Business** None

**Old Business**

**Board Member Self Evaluation** – Board member’s submitted their self-evaluation.

**Motions from the Floor** - None

**Public Comment** None

**Superintendent’s Report**

Dr. Morris reported the following:

A. Enrollment as of March 23, 2018

Bay Head School	127 students
Point Pleasant Beach High School	34 students
Vocational School Students	3 students
Out of District	<u>1 students</u>
Total Students	165 students

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

C. Professional Conference Reports were attached for the board’s review.

**Motion to adjourn** At 7:33 PM, a motion was offered by Mrs. Curtis, seconded by Mrs. Antognoli and unanimously carried to adjourn the meeting.

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Laurie M. Considine  
Board Secretary