

MINUTES

Budget Workshop and Regular Meeting

March 19, 2019

The Regular Meeting of the Bay Head Board of Education convened Tuesday, March 19, 2019 at 6:30 P.M. at the Bay Head School, 145 Grove Street with Vice-President, Sandra Antognoli presiding. Pursuant to the New Jersey Open Public Meetings Act, prior notice of this meeting was posted in the Borough Hall on March 8, 2019 and delivered to *The Ocean Star* and *Asbury Park Press*, official newspapers of the Board.

Mrs. Antognoli led the Pledge of Allegiance to the Flag.

Members Present Vice President, Mrs. Sandra Antognoli; Mrs. Shannon Curtis; Mr. Eric Pritchard. 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 6:30 PM RESOLUTION FOR EXECUTIVE SESSION, a Motion was offered by Mrs. Curtis and seconded by Mr. Pritchard to adjourn to closed session for discussions relating to matters of litigation, personnel, students, and contracts.

The Board discussed a tuition student.

AYE: ANTOGNOLI, CURTIS, PRITCHARD

NAY: NONE

At 7:21 PM the board reconvened from Closed Session.

Correspondence was presented for the board’s review.

Public Comment on Agenda Items None

Open Budget Workshop A Motion was offered by Mrs. Curtis and seconded by Mr. Pritchard to open the Open Budget Workshop A Motion was offered by Mrs. Curtis, seconded by Mr. Pritchard and unanimously carried to open the Budget Workshop of the 2019-2020 proposed budget.

ADOPTION OF PRELIMINARY BUDGET FOR 2019-2020

A Motion was offered by Mrs. Curtis and seconded by Mr. Pritchard to approve the following:

To adopt the following preliminary budget for the 2019-2020 fiscal year for submission to the County Superintendent for approval in the following estimated amounts:

General Fund	\$ 3,753,051
Federal Restricted Funds	\$ 65,010
Debt Service	\$ 266,869

The estimated general fund local tax levy is \$ 3,194,198

The estimated debt service fund local tax levy is \$ 223,603

Budget includes withdraws of \$59,143 and \$37,246 from Emergency 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, 2019 Budget hearing.

BE IT FURTHER RESOLVED: that the Bay Head Board of Education establishes the school district travel maximum for the 2018-2019 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 15, 2019 \$2,875 has been expended on travel.

AYE: ANTOGNOLI, CURTIS, PRITCHARD

NAY: NONE

Board Member Committee Reports:

Curriculum:

Mr. Camardo reported they have begun to integrate RocketMath into the 3rd and 4th grade curriculum.

Technology:

Mrs. Curtis reported that we are looking into a Share Service Agreements with Point Pleasant Borough Board of Education for a new phone system.

Budget/Finance:

Mrs. Christopher presented the preliminary 2019-2020 budget.

Personnel/Negotiations:

Nothing to report.

Buildings/Grounds:

Mrs. Curtis reported that we are in the process of obtaining permits to complete the work in the back of school.

Policy:

Nothing to report.

Community Relations:

Mrs. Curtis reported that the Bay Head Home and School gift auction is April 5th. Mrs. Curtis also reported that they are planning is to bring back the steering committee which will consist of a member of Administration, a member of the Board of Education and a member from the Bay Head Home and School and the Bay Head School Foundation.

Delegate/Legislative:

Nothing to report.

Athletics:

Mr. Pritchard reported that girls' softball practice has started. Students wanting to run track or play baseball are invited to join Antrim.

RECOMMENDATIONS FROM THE SUPERINTENDENT

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

1. **Facility Use Request** A Motion to approve a facility request from the Borough of Bay Head for use of the gymnasium and school fields for their summer program from July 9, 2019 through August 16, 2019 Monday through Thursday from 9:00 AM to 12:00 PM.

AYE: ANTOGNOLI, CURTIS, PRITCHARD

NAY: NONE

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

1. **Field Trip Request** A Motion to approve a field trip to the Franklin Institute for 2nd and 3rd grades on April 10, 2019. Cost of the trip is approximately \$1,700.
2. **Field Trip Request** A Motion to approve a field trip request for eighth grade to attend the Ocean County Department of Corrections on March 22, 2019. Cost of trip is for transportation only.

AYE: ANTOGNOLI, CURTIS, PRITCHARD

NAY: NONE

Workshop(s) A Motion was offered by Mrs. Curtis and seconded by Mr. Pritchard to approve the attendance and related expenses for the following staff member(s) for the 2018-2019 school year.

Mrs. Wills – May 20, 2019 and May 21, 2019

Mr. Venero – May 16, 2019

Mrs. Trainor – March 27, 2019 and April 17, 2019

AYE: ANTOGNOLI, CURTIS, PRITCHARD

NAY: NONE

RECOMMENDATIONS FROM THE BOARD SECRETARY/BUSINESS ADMINISTRATOR

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

February 26, 2019 Regular Meeting

AYE: ANTOGNOLI, CURTIS, PRITCHARD

NAY: NONE

A Motion was offered by Mrs. Curtis and seconded by Mr. Pritchard 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, 2019, 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, 2019 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, 2019 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: ANTOGNOLI, CURTIS, PRITCHARD

NAY: NONE

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

BE IT RESOLVED by the Board of Education of Bay Head that bills totaling **\$179,424.62** 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.

AYE: ANTOGNOLI, CURTIS, PRITCHARD

NAY: NONE

2019-2020 Tuition Rates A Motion was offered by Mrs. Curtis and seconded by Mr. Pritchard to approve the following tuition rates for the 2019-2020 school year in accordance with board policy and state imposed CAP.

- 1st Child Kindergarten – Fifth Grade \$5,322 (prior year \$5,218)
- 2nd Child Kindergarten – Fifth Grade \$4,562 (prior year \$4,472)
- 3rd Child Kindergarten – Fifth Grade \$4,440 (prior year \$4,352)
- 1st Child Sixth – Eighth Grade \$5,588 (prior year \$5,478)
- 2nd Child Sixth – Eighth Grade \$4,790 (prior year \$4,696)
- 3rd Child Sixth – Eighth Grade \$4,662 (prior year \$4,570)

AYE: ANTOGNOLI, CURTIS, PRITCHARD

NAY: NONE

New Business

Board Member Self Evaluation – Ms. Considine asked the board members to return the annual self-evaluation for the April 30th meeting.

Old Business

Nothing at this time.

Motions from the Floor

None

Public Comment

Mrs. McPherson asked about maintenance of the softball field. Mrs. Christopher responded that we are looking to Point Pleasant Borough or the Borough of Bay Head for assistance.

Superintendent's Report – Dr. Morris reported the following:

A. Enrollment as of March 15, 2019

Bay Head School	123 students
Point Pleasant Beach High School	30 students
Vocational School Students	2 students
Out of District	<u>2 students</u>
Total	157 students

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

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

Motion to adjourn At 7:54 PM, a motion was offered by Mrs. Curtis, seconded by Mr. Pritchard and unanimously carried to adjourn the meeting.

Laurie M. Considine
Board Secretary