

MINUTES

Regular Meeting and Public Hearing

April 26, 2016

The Regular Meeting and Public Hearing on the 2016-2017 proposed budget of the Bay Head Board of Education convened Tuesday, April 26, 2016, at 5:00 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, April 8, 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, Mr. 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

MOTION, BE IT RESOLVED – RESOLUTION FOR EXECUTIVE SESSION, a Motion was offered by Mr. Pearce and seconded by Mrs. Antognoli to adjourn to closed session for discussions relating to matters of litigation, personnel, students, and contracts.

The Board will be discussing: A Parent Request; Tuition Students; Non-tenure staff; HIB incident(s).

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

At 6:17 PM the board reconvened from Closed Session.

Correspondence was presented for the board's review.

Open Public Hearing on the 2016-2017 School Budget:

Mrs. Christopher gave a power point presentation on the 2016-2017 budget.

A Motion was offered by Mr. Pearce and seconded by Mrs. Antognoli to approve the following RESOLUTION on the 2016-2017 School Budget:

BE IT RESOLVED, That the budget for the 2016-2017 school year be adopted in the CURRENT EXPENSE FUND 10 in amount of **3,432,422**. SPECIAL REVENUE FUND 20 in the amount of **\$58,748** and DEBT SERVICE FUND 40 in the amount of **\$562,679**.

FURTHER, be it resolved that **\$3,009,965** should be raised for the GENERAL FUND and **\$238,000** should be raised for DEBT SERVICE FUND.

FURTHER, be it resolved that the revenues for the 2016-2017 school year be adopted in the amounts of CURRENT EXPENSE FUND 10 in the amount of **\$3,295,622** SPECIAL REVENUE FUND 20 in the amount of **\$58,748** and DEBT SERVICE FUND 40 in the amount of **\$562,679**.

BE IT RESOLVED, that the Bay Head Board of Education accept Categorical Special Education Aid of **\$58,129**; Categorical Security Aid of **\$3,453**; Categorical Transportation Aid of **\$4,095**; PARCC Readiness/Pupil Growth Aid of **\$980**; Debt Service Aid of **\$154,240** and

WHEREAS, the Bay Head Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district; and

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. requires Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and

WHEREAS, a Board of Education may establish, for regular district business travel only, an annual school year threshold of \$100 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq., but deemed by the Board of Education to be necessary and unavoidable as noted on the Out of District Travel and Reimbursement Forms; Now

BE IT RESOLVED, the Board of Education approves all travel not in compliance with N.J.A.C. 6A:23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms; and

BE IT FURTHER RESOLVED, the Board of Education approves travel and related expense reimbursements in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$3,000 for all staff and board members and is included within the body of the 2016-2017 budget.

WHEREAS, school district policy and N.J.A.C. 6A:23A-9.3(c)14 provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for public relations and professional services for the 2016-2017 school year.

NOW, THEREFORE BE IT RESOLVED that the Bay Head Board of Education hereby established the school district public relations and professional services maximum for the 2016-2017 School Year in the sum of:

Legal Services	\$10,000
Auditor	\$ 8,000
Treasurer of School Monies	\$ 2,000
Occupational Therapy	\$ 2,000
Physical Therapy	\$ 5,000
Speech	\$20,000

School Physician	\$ 2,000
Public Relations	\$ 4,000

BE IT FURTHER RESOLVED that the School Business Administrator and Board Secretary shall track and record these costs to insure that the maximum amount is not exceeded.

BE IT FURTHER RESOLVED that the supporting documentation of this budget also contains an itemization of certain expenditures required under administrative regulation.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Open to the Public None

Close Public Hearing A Motion was offered by Mr. Hinds, seconded by Mrs. Antognoli and unanimously carried to close the public hearing on the 2016-2017 School Budget.

Board Member Committee Reports:

Curriculum:

Mrs. Antognoli reported that PARCC testing is ongoing and that we are currently looking into a new textbook series for Science that meets the new standards as well as ties in with the high school curriculum.

Technology:

Mr. Cornell reported that the purchase of Chrome Books is included in the 2016-2017 budget and they are looking into the possibility of having a technology lab.

Budget/Finance:

Mr. Pearce reported that the final payment for the gymnasium has been made.

Personnel/Negotiations

Mr. Cornell reported that the non-tenure teachers were on the agenda for approval this evening.

Buildings/Grounds:

Mr. Erbe reported the boiler will be replaced, the cafeteria will be renovated and the playground mulch will be replaced over the summer months. Mr. Erbe added that the buildings and grounds committee met and decided to leave the playground in the same location but would like to investigate the possibility of relocating the parking lot.

Policy:

Nothing to report.

Community Relations:

Mr. Pearce reported that the Kate Shea 5K will be held on May 21st. Mr. Pearce reported that Bicycle Safety Week will take place the week of May 2nd and National Bike to School Day is on May 4th. Mr. Pearce added that the Spring Concert will be held on May 26th.

Delegate/Legislative:

Nothing to report.

Athletics:

Mrs. Antognoli reported that the baseball and softball season is underway and that the tennis club team remains undefeated.

RECOMMENDATIONS FROM THE SUPERINTENDENT

Workshop(s) A Motion was offered by Mr. Hinds and seconded by Mrs. Antognoli to approve the attendance and related expenses for the following staff member(s) for the 2015-2016 school year.

David Lewis – May 13, 2016

Diane Peters – June 7, 2016

Frank Camardo – May 11 – May 13, 2016

Christina Lemanowicz – May 17, 2016

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

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

1. **Borough of Bay Head** To approve a facility use request from the Borough of Bay Head for their Summer Recreation Program from July 5, 2016 through August 11, 2016 Monday through Thursday from 8:30 AM to 12:30 PM.
2. **Point Pleasant Beach High School Basketball** To approve a facility use request from the Point Pleasant Beach School District for use of the gymnasium for the high school basketball team under the direction of Nick Catania, schedule is pending.
3. **Borough of Bay Head - Go Bay Head** A Motion to approve a facility use request for use of the gymnasium from the Borough of Bay, Head - Go Bay Head for a Bicycle Safety Meeting on July 16, 2016 from 6:00 PM to 10:00 PM under the direction of Tom Charlton.
4. **Clarizio Music** A Motion to approve a facility use request for use of the gymnasium from Clarizio Music on Sunday, June 12, 2016 from 12:00 PM to 6:00 PM at a rate of \$100 per hour.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

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

1. **2015-2016 School Calendar** A Motion to amend the 2015-2016 school calendar to add a half day making June 22, 2016 the last day of school.
2. **2016-2017 School Calendar** A Motion to approve the 2016-2017 school calendar as presented.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

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

1. **Tuition Student(s)** A Motion to approve the following two tuition students for the 2016-2017 school year:
Grade 1 JK
Grade 4 IK
2. **Kindergarten Tuition Students** A Motion to approve 10 Kindergarten Tuition students for the 2016-2017 school year.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Teacher/Support Staff Appreciation Week A Motion was offered by Mrs. Antognoli, seconded by Mr. Hinds and unanimously carried to approve a Resolution for Teacher/Support Staff Appreciation for the week of May 2nd – May 5th, 2016 as presented.

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

1. **Field Trip – Citizens Bank Park** To ratify approval for a field trip on May 18, 2016 to Citizens Bank Park, Philadelphia for second, sixth and eighth grades from 8:00 AM to 4:30 PM. Cost of the trip is \$360 plus transportation.
2. **Field Trip – iPlay America** To approve a field trip for members of band and chorus to attend the Belmar Inter-District Music Festival at iPlay America in Freehold on May 23, 2016 from 8:30 AM to 4:30 PM. Cost is \$30 per student plus transportation.
3. **Field Trip – Poricy Park** To approve a field trip for second and third grades to attend Poricy Park on a date to be determined.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Non-Tenure Faculty A motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to offer two (2) employment contracts non-tenured personnel for the 2016-2017 school year. Salary in accordance with salary guide and collective bargaining agreement.

Maria Wills – Full-time – Step 4

Laurelyn Pearson – 60% time – Step 2

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Advertise Teacher A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to authorize advertising for a Special Education Teacher to replace Mrs. Molloy for the 2016-2017 school year.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Tuition Reimbursement – A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve tuition reimbursement for Maria Wills for the Summer 2016 semester at the contracted rate.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Bicycle Safety Week A Motion was offered by Mrs. Antognoli and seconded by Mr. Pearce to approve Bicycle Safety Week activities for the week of May 2, 2016 through May 6, 2016.

AYE: CORNELL, ERBE, ANTOGNOLI, PEARCE

NAY: NONE

ABSTAIN: HINDS

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

1. **Schindler's List** A Motion to approve showing Schindler's List to eighth grade students and their parents and eighth grade technology project in the gymnasium on a date to be determined.
2. **Re-enactment of Pickett's Charge** A Motion to approve sixth through eighth grade students to re-enact the Battle of Gettysburg (Pickett's Charge).
3. **Marjory Wienkop Presentation** A Motion to approve a presentation on the Civil War from Marjory Wienkop on a date to be determined.
4. **Student Government Day** A Motion to approve participation in Student Government Day for Student Council Officers and Eighth grade students on June 6, 2016.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

504 Officer A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to appoint Miss Maria Wills as the 504 Officer for the remainder of the 2015-2016 school year to replace Mrs. Wendy Maas.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

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:

March 15, 2016 – Budget Workshop and Regular Meeting

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 (3) items:

1. **Financial Reports:** Accept the Financial Reports of the Board Secretary and Treasurer of School Monies for the period ending February 29, 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 February 29, 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 February 29, 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 \$163,079.20 for the 2015-2016 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

Proposal J & N Contractors, LLC A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve a proposal from J&N Mason Contractors LLC in the amount of \$5,960 for concrete repairs.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Cafeteria Renovations

A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to award the following contracts for cafeteria work:

Construction to BTW Enterprise in the amount of \$19,575

Flooring to Ramtown Floors \$7,865.75

Electric to Broadway NRG & Technology LLC \$3,845

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Accept Donation A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to accept a generous donation for plumbing work from C.J. Hesse Company.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

Accept Donation A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to accept a generous donation from Ruth and Ed Wendel for cleanup work and trees.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

District Taxes A motion was offered by Mrs. Antognoli 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 May and June 2016 is \$472,151 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, ANTOGNOLI, PEARCE

NAY: NONE

RESOLUTION - Accept Construction Bid A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve a RESOLUTION to accept the lowest responsive and responsible bidder, from Thassian Mechanical Contracting, Inc. in the amount of \$689,000 together with alternates, AB1 in the amount of \$30,000; AB2 in the amount of \$26,000, as attached.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI, PEARCE

NAY: NONE

New Business

Nothing at this time.

Old Business

Board Member Self Evaluation The board submitted their self-evaluations.

Motions from the Floor - None

Superintendent's Report

Dr. Morris reported the following:

A. Enrollment as of April 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

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

C. Professional Workshop Requests were submitted for the board's review.

Motion to adjourn At 7:09 PM, a motion was offered by Mr. Erbe, seconded by Mrs. Antognoli and unanimously carried to adjourn the meeting.

Laurie M. Considine
Board Secretary