

## MINUTES

### Regular Meeting

January 12, 2010

Pursuant to the N.J. Open Public Meetings Act, adequate notice of this meeting was posted in the Borough Hall on May 1, 2009 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 6:45 PM. Generally, it is anticipated the public portion of the meeting shall begin at approximately 7:30 PM.

Pledge of Allegiance to the Flag.

Roll Call: Mrs. Hofferber, Mr. Cornell, Mr. Erbe, Mr. Hinds, Mrs. Antognoli

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.

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

Reconvene from Closed Session.

**Open to Public for Agenda Items** Mrs. Cheryl Schwendel of Brick, NJ asked the board if they have finalized the 2010-2011 school calendar. Dr. Ravally responded that there will be a meeting with the Executive County Superintendent and after that meeting the 2010-2011 will be discussed. Mrs. Schwendel also asked the board to consider a Lego Hobby Club sponsored by the Bay Head Home and School Association for Thursdays and Fridays after school. Mrs. Hoffeber asked Mrs. Schwendel to submit a facility request.

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

### **Board Member Committee Reports:**

#### **Curriculum:**

Dr. Ravally reported that he is currently working on pricing with regard to the new reading program. Dr. Ravally added the resources for the program are tremendous with the intention to provide a user friendly program to meet the needs of each individual student.

#### **Technology:**

Mr. Cornell reported that the installation was complete on the audio enhancement sound systems that were purchased with Federal ARRA funds. Mr. Cornell also added that he would like to investigate having the fax machine telephone lines converted to Voice-over IP in an attempt to save on telephone costs.

Dr. Ravally reported that the Three-year Technology Plan is in the process of being updated and will be presented for approval some time in the spring.

#### **Budget/Finance:**

Mr. Mullins reported that he has budget review meeting scheduled with the County Office on Wednesday, January 13<sup>th</sup>.

#### **Personnel/Negotiations:**

Nothing to report

**Buildings/Grounds:**

Mr. Erbe reported the field is complete and thanked the Point Pleasant Soccer club for donating the installation of the sod for the soccer field. Mr. Erbe added that the compressor in the all purpose room is still in need of repair.

**Policy:**

Nothing to report

**Community Relations:**

Mrs. Hofferber reported the board will be reviewing wish list items that will be submitted to the Bay Head School Foundation.

**Delegate/Legislative:**

Mrs. Antognoli reported that she attended the new board member training session on Saturday, January 9<sup>th</sup>.

**Athletics:**

Mr. Therien reported that basketball season is underway and the boys' team won their game against Bradley Beach.

**RECOMMENDATIONS FROM THE SUPERINTENDENT**

**Workshops** A Motion was offered by Mr. Erbe and seconded by Mr. Cornell to approve the following item:

To approve attendance and related expenses for the following staff member(s) to attend workshops during the 2009-2010 school year:

Mrs. Barbara Martin – May 20, 2010

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

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

1. **Field Trip Request** A Motion to approve a field trip request for fourth and fifth grade to attend the Constitutional Walking Tour of Philadelphia on Wednesday, April 14, 2010 (alternate date August 13, 2010). Total cost of the trip is \$577.50.
2. **Field Trip Request** A Motion a field trip request for sixth, seventh and eighth grades to attend the U.S.S. Intrepid, date to be determined. Total cost of the trip is \$1,173.25.

**Jump Rope of Hoops for Heart – Wear Red Day** A Motion was offered by Mr. Cornell and seconded by Mr. Hinds to approve a Jump Rope of Hoops for Heart fundraiser and wear red day on February 5, 2010 to raise funds for the American Heart Association. Mrs. Wendy Maas is the coordinator for this event.

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

**Certificated Substitute** A Motion was offered by Mr. Erbe and seconded by Mr. Cornell to approve Amanda L. Mercurio as a certificated substitute for the 2009-2010 school year pending fingerprints and records check.

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

**Scholastic Olympics** A Motion was offered by Mr. Hinds and seconded by Mr. Erbe to approve the seventh grade students to attend the 17th annual Scholastic Olympics to be held at Monsignor Donovan High School, on March 16, 2010 under the direction of Mr. Thomas Kennedy. The entry fee is \$150 plus transportation.

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

**Accept Resignation (Retroactive)** A Motion was offered by Mr. Hinds and seconded by Mr. Cornell to retroactively accept, with regret, the resignation of Mr. James Sinkorn effective December 23, 2009.

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

**Accept Planned Retirement – Mrs. Tweed** A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to accept, with regret, the letter of planned retirement from Mrs. Ellen Tweed effective June 30, 2010 and authorize advertisement for her replacement.

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

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

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

December 7, 2009 – Regular Meeting, Open and Executive Session

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

A Motion was offered by Mr. Hinds and seconded by Mr. Cornell 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 November 30, 2009, 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 November 30, 2009 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 November 30, 2009 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: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

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

BE IT RESOLVED by the Board of Education of Bay Head that bills totaling - \$98,530.96 for the 2009-2010 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: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

**2010-2011 High School Estimate** A motion was offered by Mrs. Antognoli and seconded by Mr. Cornell to notify Point Pleasant Beach Board of Education that we estimate 40 students will be eligible to attend the high school for the 2010-2011 school year. This information will be used for budgeting and contractual purposes.

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

**Guide for Standard Operating Procedures Manual** A Motion was offered by Mr. Erbe and seconded by Mr. Cornell to approve the Guide for Standard Operating Procedures and Internal Controls Manual, as presented.

AYE: HOFFERBER, CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

**New Business** Nothing at this time.

### **Old Business**

**Bay Head School Foundation – Wish list items** The board discussed wish list items to submit to the Bay Head School Foundation. After discussion the board decided on the following items and asked to be presented with a formal list at the February meeting.

1. Resurfacing outdoor basketball courts and refinishing driveway area in the back of the school building.
2. Four Picnic tables for the playground area.
3. New swings for playground.
4. Security Cameras
5. Industrial Laminating Machine.
6. Outdoor Classroom

### **Superintendent's Report**

Dr. Ravally reported the following:

A. Enrollment as of January 8, 2010

Bay Head School	110 students
Point Pleasant Beach High School	39 students
Out of District	<u>3 students</u>
Total 152 students	

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

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

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

E. Fundraiser Request – Jump Rope for Heart was attached for the board's review.

**Public Comment** Nothing at this time.

At 8:44 PM, a motion was offered by Mr. Cornell, seconded by Mr. Hinds and unanimously carried 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.

At 8:54, a motion was offered by Mr. Cornell, seconded by Mrs. Antognoli and unanimously carried to adjourn the meeting.

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James T. Mullins  
Business Administrator/Board Secretary