

**BAY HEAD BOARD OF EDUCATION
145 GROVE STREET
BAY HEAD NJ 08742**

**MINUTES
June 22, 2011**

The regular meeting of the Bay Head Board of Education convened Wednesday, June 22, 2011 at 6:45 P.M. at the school library on Meadow Avenue 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 May 27, 2011, and delivered to *The Ocean Star* and *Asbury Park Press*, official newspapers of the Board.

Members Present; President, Mr. Joseph Cornell, III; Mr. Darren Erbe; Mr. Benjamin Hinds; Mrs. Sandra Antognoli. Also present were Dr. John A. Ravally, Superintendent; Mr. Walter Therien, Principal and Ms. Laurie M. Considine, Board Secretary.

Members Absent Mrs. Janice Hofferber

Pledge of Allegiance Mr. Cornell led the Pledge of Allegiance to the flag.

Executive Session At 6:45 PM, A Motion was offered by Mr. Erbe, seconded by Mrs. Antognoli and unanimously carried to approve the following RESOLUTION:

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: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

The board reconvened to open session at 7:30 PM.

Public Comment on Agenda Items - None

Correspondence was presented for the board's review

Board Member Committee Reports:

Curriculum:

Mrs. Antognoli reported the board as voting on a new Math textbook series at the meeting. she would like to see the board approve Columbia Writing Workshops for the teaching staff.

Technology:

Nothing to report

Budget/Finance:

Nothing to report

Personnel/Negotiations:

Nothing to report

Buildings/Grounds:

Nothing to report

Policy:

Nothing to report

Community Relations:

Nothing to report

Delegate/Legislative:

Nothing to report

Athletics:

Nothing to report

RECOMMENDATIONS FROM THE SUPERINTENDENT

Tuition Students 2011-2012 school year A motion was offered by Mr. Erbe and seconded by Mrs. Antognoli to approve the following five items:

1. A motion to approve a Grade 4 tuition student for the 2011-2012 school year.
2. A Motion to approve adding a Kindergarten student to the wait list for the 2011-2012 school year.
3. A motion to approve a Grade1 tuition student for the 2011-2012 school year.
4. A Motion to approve D.P. as a returning grade 7 tuition student for the 2011-2012 school year.
5. A Motion to approve a grade 2 tuition student as per parent’s agreement to pay for additional services.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

Business Administrator Contract A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to approve a contract for Mr. James T. Mullins as Business Administrator for the 2011-2012 school year at a contracted salary as approved by the Executive County Superintendent, at a salary of \$59,220.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

Principal Salary A Motion was offered by Mr. Erbe and seconded by Mr. Hinds to establish Mr. Walter Therien’s contract terms and salary for the 2011-2012 school year at an annual rate of \$97,869.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

Hire Leave Replacement A Motion to hire Rachel Miller on Step 1 at a salary of \$19,728.40 (prorated from \$49,321) as an Elementary Education Replacement Teacher for the 2011-2012 school year, effective approximately September 1, 2011 through approximately December 31, 2011, as needed. Pending successful fingerprint and background check.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

Math Textbooks A Motion was offered by Mr. Erbe and seconded by Mrs. Antognoli to approve the purchase and payment for the following Math Textbook series prior to June 30, 2011:

K-5

Publisher – Scott Foresman Series – EnVision Math 2012

6-8

Publisher – Holt McDougal Series – Mathematics Common Core 2012

Publisher – Holt McDougal Series – Pre-Algebra/Algebra I 2012

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

2011-2012 School Calendar A Motion was offered by Mr. Hinds, seconded by Mr. Erbe and unanimously carried to approve the school calendar for the 2011-2012 school year, as presented.

2011-2012 Tuition Contract – 2nd Reading A Motion was offered by Mr. Hinds and seconded by Mr. Erbe to approve the second reading of the 2011-2012 Tuition Contract as presented.

AYE: 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. **Teacher in Charge and Anti-Bullying Coordinator** A Motion to approve Mrs. Ann Marie Wisliceny as the Teacher in Charge and the Anti-Bullying Coordinator for the 2011-2012 school year at the contracted rate.
2. **Anti-Bullying Specialist** A Motion to approve Mrs. Wendy Maas as the Anti-Bullying Specialist for the 2011-2012 school year.

AYE: 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. Hinds to waive the public reading and approve the minutes of the following:

May 10, 2011 – Regular Meeting, Open and Executive Session

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

End of Fiscal Year - Financial Recommendations: A motion was offered by Mr. Erbe and seconded by Mrs. Antognoli to approve the following two items:

18.1 **Line Account Transfers** To approve line account transfers for the 2010-2011 school year prior to year end close as submitted to the County Superintendent of schools as per S1701.

18.2 **Closing Entries** To authorize the Business Administrator/Board Secretary to ratify all account codes used during the 2010-2011 school year in accordance with New Jersey Department of Education's GAAP accounting guidelines and for federal

grant applications and requirements; and to conduct necessary closing entries to establish accounts payable, accounts receivable and prior year purchase orders.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

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 April 30, 2011, 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 April 30, 2011 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 April 30, 2011 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

NAY: NONE

List of Bills 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 **\$117,607.32** for the 2010-2011 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

NAY: NONE

Line Account Transfers A Motion was offered by Mr. Hinds and seconded by Mr. Erbe to approve line account transfers in the amount of **\$10,465.27** for the 2010-2011 school year.

Annual Insurance Proposal A motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve the annual insurance proposal from Holmes and McDowell, Broker of Record, for the standard renewal premiums, a 3.1% reduction from prior year.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

Employee Healthcare Proposal A motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve the following Public Employer Trust Insurance Agreement and

proposal from Brown and Brown Benefit Advisor beginning July 1, 2011 through June 30, 2012:

Amerihealth – PPO
BENECARD (Prescription)
Horizon Dental

(The renewal percent of change is 7.39% vs. Budgeted 8.5%)

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

Summer Transportation A motion was offered by Mr. Erbe and seconded by Mrs. Antognoli to approve an agreement with Monmouth Ocean Educational Services Commission to provide transportation for one student to Harbor School in Eatontown, NJ effective July 5, 2011 through August 15, 2011.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

Harbor School – Summer Placement A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to approve a summer placement to the Harbor School, Eatontown, NJ for one student from July 5, 2011 through August 15, 2011.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

Inter-local Shared Services Agreement A Motion was offered by Mrs. Antognoli and seconded by Mr. Hinds to authorize the provision of additional share services from the Point Pleasant Beach Board of Education for music instruction to the students of the Bay Head Elementary School during the 2011-2012 school year at a cost of \$21,355 to be prorated over the course of the school year in accordance with the terms of the current Shared Services Agreement and a proposed Rider to the Shared Services Agreement to be kept on file with the School Business Administrator of the Bay Head Board of Education and that proposed Rider to the Shared Services Agreement to be duly executed by the President of the Board of Education and the School Business Administrator of the Bay Head School District. The consideration of \$21,355 represents one third of the cost of the annual salary and benefits of the music teacher. The music teacher will be employed by the Bay Head School for two periods per day, five days per week in accordance with the 2011-2012 school year calendar approve by the Bay Head Board of Education.

AYE: CORNELL, ERBE, HINDS, ANTOGNOLI

NAY: NONE

New Business Mrs. Antognoli stated she would like to discuss board goals and objectives for the 2011-2012 school year at the July meeting.

Old Business Nothing at this time.

Superintendent's Report Dr. Ravally reported the following:

A. Enrollment as of May 6, 2011

Bay Head School	114 Students
Point Pleasant Beach High School	45 Students

Out of District

3 Students
162 Students

- B. Principal's Monthly Report was attached for the board's review.
- C. Professional Visit Reports were attached for the board's review

Public Comment None

Adjourn Meeting At 7:44 PM a motion was offered by Mr. Erbe, seconded by Mrs. Antognoli and unanimously carried to adjourn the meeting.

Laurie M. Considine
Board Secretary