

**I. CALL MEETING TO ORDER**

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, March 14, 2023, at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, NJ. Mrs. Bacchione called the meeting to order at 7:00 p.m. Adequate notice of this meeting was given by publication in the Asbury Park Press on February 18, 2023 and by posting the notice in all district schools, the District website, Office of the Board of Education, and the Berkeley Township Municipal offices in accordance with the provisions of the Open Public Meetings Act.

**II. FLAG SALUTE**

The meeting was opened with a salute to the flag.

**III. ROLL CALL**

**PRESENT:** Mr. Bowens, Mr. Coffey, Mr. Guarascio, Mrs. Ornstein,  
Mrs. Shedlock, Mrs. Trethaway and Mrs. Bacchione

**ABSENT:** Mr. MacMoyle and Mr. Ytreboe

**ALSO PRESENT:** Dr. James Roselli, Superintendent  
Tyler Verga, CPA, Business Administrator/Board Secretary  
Mathew Thompson, Board Attorney

**IV. PRESIDENT'S REPORT**

Good evening, everyone.

Our last meeting was just a few weeks ago. There is not a lot of new business to report.

March 2<sup>nd</sup> was Read Across America Day. Several board members, including myself, were able to read to classrooms throughout the district. It was great to be back in the buildings reading. Thank you to our Administration and staff for continuing this great event every year and inviting the guest readers.

Congratulations to our teachers of the year. Such an honored achievement to be chosen by your peers.

Enjoy the longer sunny, spring days.

This concludes my president's report. Thank you.

**V. SUPERINTENDENT'S REPORT**

Dr. Roselli noted his report is included as **Attachment 1** and highlighted some of the items.

**VI. PUBLIC COMMENT ON AGENDA ITEMS**

None

**VII. COMMITTEE REPORTS**

**Finance:** Mr. Coffey reported that the Finance Committee met tonight, March 14, 2023 and reviewed all bills and purchase orders that are on the agenda for approval and discussed the tentative budget.

**VIII. EXECUTIVE SESSION**

A motion was made by Mr. Coffey and seconded by Mr. Guarascio that the Board move to Executive session at this time, 7:03 p.m. for the purpose of student matters . Action will be taken after the Executive Session concludes. The Board expects the Executive Session to last approximately 15 minutes.

**ROLL CALL VOTE:** (7 Ayes, 0 Nays, 0 Abstain) Motion carries.

**IX. MOTION TO RECONVENE AND ROLL CALL**

A motion was made by Mrs. Shedlock and seconded by Mrs. Ornstein to reconvene at this time, 7:32 p.m.

**ROLL CALL VOTE:** (7 Ayes, 0 Nays, 0 Abstain) Motion carries.

**PRESENT:** Mr. Bowens, Mr. Coffey, Mr. Guarascio, Mrs. Ornstein,  
Mrs. Shedlock, Mrs. Trethaway and Mrs. Bacchione

**ABSENT:** Mr. MacMoyle and Mr. Ytreboe

**ALSO PRESENT:** Dr. James Roselli, Superintendent  
Tyler Verga, CPA, Business Administrator/Board Secretary  
Mathew Thompson, Board Attorney

**X. SUPERINTENDENT'S AGENDA**

**MOTION** by Mrs. Shedlock that upon recommendation of the Superintendent, Items A1-A11 be approved.

**SECOND** by Mrs. Trethaway

**ROLL CALL VOTE:** (7 Ayes, 0 Nays, 0 Abstain) Motion carries.

**A. PERSONNEL RESOLUTIONS**

**1. New Hires**

Recommend the Board approve the following new hire, in the position listed, for the remainder of the 2022-23 school year, pending completed paperwork:

Name	Position	Effective	Salary
a) Brandon Filardi	F/T Custodian - HMP 2:30 pm - 10:30 pm	TBD	Contractual

**2. Leaves of Absence**

Recommend the Board approve a leave of absence (new or revised) for the following staff member(s) (start and end dates are subject to change):

- a) I.D. #6312-Teacher-CBW:  
Leave of absence from 3/1/23 through 6/2/23.
- b) I.D. #5677-Aide-HMP:  
Extension of leave of absence from 3/15/23 through 5/12/23.
- c) I.D. #6895-Trans.-Dist:  
Medical leave of absence from 2/22/23 through 3/21/23.
- d) I.D. #4982-Cafe-CBW:  
Extension of medical leave of absence from 3/13/23 through 6/30/23.
- e) I.D. #6550-Teacher-BTE:  
Leave of absence to start 3/9/23 and continue until further notice.

**3. Substitute(s)**

Recommend the Board approved the following substitute(s) for the assignment(s) listed below for the remainder of the 2022-23 school year, pending completed paperwork:

Name	Position
a) Emily Teague	Teacher

**4. Long-term Substitute**

Recommend the Board approve the following long-term substitute, meeting the criteria established by the Superintendent, at the rate of \$120 per diem (start and end dates are subject to change):

Name	In For	Effective
a) Susan Cameron	I.D. #7002 - Teacher - BTE	3/22/23 - 4/26/23
b) Heather Arnold	I.D. #6312-Teacher-CBW	3/1/23 - 6/2/23

**5. Intramural Soccer**

Recommend the Board approve William Turanyi, replacing Rita Starnier, for the Spring after school Intramural Soccer Program at the Berkeley Township Elementary School to take place on Mondays and Wednesdays from 1:50 pm - 2:50 pm, for approximately 25 sessions, beginning in March and ending in June, at his contractual rate of pay.

**6. Teacher Mentor**

Recommend the Board approve the following teacher to perform as a Mentor at the stipend listed, to be paid by the Mentee:

Mentee	Mentor	Stipend
a) Heather Arnold	Arlene Comstock	\$256.67 over remaining weeks (prorated as needed)

**7. Preschool STEAM Night**

Recommend the Board approve Danielle Perez as an additional teacher for Preschool STEAM Night, for 2 hours on 3/23/23, at her contractual rate of pay.

## 8. Revised Math Family Nights

Recommend the Board approve the following teachers for \*16 hours for Math Family Nights at HMP on the following dates: 2/23/23, 3/20/23, 4/27/23, & 6/6/23, paid through SIA Funds:  
(\*On 2/28/23 agenda as 8 hours)

a) Laurie Peters - BAY	d) Tara O'Brien - HMP
b) Sandra Cotten - BAY	e) Thomas Ettari - HMP
c) Gina Boyles - HMP	f) Tracy Foster - HMP

## 9. Eligibility of Non-Resident Pupils

Recommend the Board approve attendance at the Berkeley Township Schools for the following non-resident pupils for the 2023-2024 school year:

I.D. #	Grade	School
a) 037 (new)	K	HMP
b) 038 (new)	K	HMP
c) 039 (new)	K	HMP
d) 040 (new)	K	HMP
e) 041 (new)	K	HMP

### Returning Students

f) 1000125	5	BTE
g) 1001494	3	BAY
h) 1001555	3	HMP
i) 1001522	6	BTE
j) 1001611	3	HMP
k) 1001606	4	BAY
l) 1001642	3	CBW
m) 1001872	2	HMP
n) 1001969	2	CBW

<b>o)</b> 1000539	4	HMP
<b>p)</b> 1000614	3	HMP
<b>q)</b> 1000477	4	HMP
<b>r)</b> 1000478	4	HMP
<b>s)</b> 1002174	2	HMP
<b>t)</b> 1002367	1	BAY
<b>u)</b> 1002282	1	HMP
<b>v)</b> 1002369	1	BAY
<b>w)</b> 1002524	1	CBW
<b>x)</b> 1002357	1	CBW

**10. Yoga Instruction**

Recommend the Board approve Michael Colarusso to conduct 10 hours of Yoga Instruction for Wellness Initiative for Staff, at his contractual rate of pay.

**11. Spring 2nd Grade Talent Show Club**

Recommend the Board approve Aimee Roma and Jackie Wright as Co-Cordinators, at their contractual rate of pay, for the Spring 2nd Grade Talent Show Club to be held at the Bayville School from 7:35 am - 8:35 am on the following dates: 3/27, 3/31; 4/3, 4/17, 4/24, 4/28; 5/1, 5/5, 5/8, 5/10.

**X. SUPERINTENDENT'S AGENDA**

**MOTION** by Mrs. Shedlock that upon recommendation of the Superintendent Items B1-B4 be approved.

**SECOND** by Mr. Bowens

**ROLL CALL VOTE:** (7 Ayes, 0 Nays, 0 Abstain) Motion carries.

**B. OTHER BOARD ITEMS**

**1. HIB Report Update**

- 7   HIB Investigations conducted - Feb. 28, 2023 - Mar. 13, 2023
- 3   HIB's founded from Feb. 28, 2023 - Mar. 13, 2023
- 4   HIB's unfounded - Feb. 28, 2023 - Mar. 13, 2023

**Suspensions Update**

- 10  Suspensions - Feb. 28, 2023 - Mar. 13, 2023

**2. Second Reading of New/Revised ByLaws/Policies/Regulations**

Recommend the Board approve the Second Reading of the New/Revised ByLaws/Policies/Regulations listed below:

Policy 0152	Board Officers (Revised)
Policy 0161	Call, Adjournment, and Cancellation (Revised)
Policy 0162	Notice of Board Meetings (Revised)
Policy/Reg 2423	Bilingual and ESL Education (Revised/Mandated)
Policy 2425	Emergency Virtual or Remote Instruction Program (Revised/Mandated)
Reg 2425	Emergency Virtual or Remote Instruction Program (New/Mandated)
Policy/Reg 5200	Attendance (Revised/Mandated)
Policy 8140	Student Enrollments (Revised/Mandated)
Reg 8140	Enrollment Accounting (Revised/Mandated)
Policy/Reg 8330	Student Records (Revised/Mandated)
Reg 8420.2	Bomb Threats (Revised/Mandated)
Reg 8420.7	Lockdown Procedures (Revised/Mandated)
Reg 8420.10	Active Shooter (Revised/Mandated)
Policy 5512	Harassment, Intimidation, or Bullying (Revised/Mandated)

**3. Statement of Assurance**

Recommend the Board approve the Comprehensive Equity Plan Statement of Assurance for the 2023-2024 school year.

**4. Field Trip**

Recommend the Board approve the following field trip for the 2022-2023 school year:

New Jersey Law Center  
One Constitution Square  
New Brunswick, NJ 08901

**XI. BUSINESS ADMINISTRATOR'S AGENDA**

**MOTION** by Mr. Bowens that upon recommendation of the Business Administrator Items 1-10 be approved.

**SECOND** by Mrs. Ornstein.

**ROLL CALL VOTE:** (7 Ayes, 0 Nays, 1 Abstain) Mr. Guarascio Abstains on Items 1 and 3. Motion carries.

**1. Minutes**

RESOLVED that the minutes of the following meetings be approved:

- a) Minutes of the Regular Meeting held on February 28, 2023. **(Attachment 2)**
- b) Minutes of the Executive Session held on February 28, 2023.

**2. Payment of Bills**

BE IT RESOLVED that the following items as reviewed by the Finance Committee be approved:

Bills List dated March 14, 2023  
Check numbers 52615-52703 \$ 857,422.44  
**(Attachment 3)**

Purchase Orders numbered 23-1572 through 23-1646 \$ 155,842.21  
**(Attachment 4)**

**3. Payroll Approval**

BE IT RESOLVED that the bi-monthly payroll periods ending be approved:

February 15, 2023 \$1,383,632.58  
February 28, 2023 \$1,356,254.43

**4. Appropriation Transfers**

BE IT RESOLVED that the Appropriation Transfers for the month of February 2023, be approved. **(Attachments 5)**



**5. Board Secretary's Report**

RESOLVED that through the adoption of this resolution, we, the Berkeley Township Board of Education, pursuant to N.J.A.C. 6A:23-2.11(c)4 certify that as of February 28, 2023, after review of the Board Secretary's monthly financial reports (appropriations section) and upon consultation with the Business Administrator and other appropriate district officials, 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 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year. **(Attachments 6)**

**6. Report of the Treasurer of School Monies**

RESOLVED that the Berkeley Township Board of Education accept the Report of the Treasurer of School Monies for the months ended February 28, 2023, and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachments 7)**

**7. Travel**

RESOLVED, that the Berkeley Township Board of Education approve the following travel:

<u>Name</u>	<u>Seminar/Workshop</u> <u>(Registration &amp;/or Mileage)</u>	<u>Dates</u>	<u>Not to</u> <u>Exceed</u>
a) Melissa Gallagher	Monmouth County Educator's Day 2023, West Long Branch, NJ	3/15/2023	\$150
b) Laurie Peters	Monmouth Ocean Educational Services Commision (MOESC) Getting Started with the Science of Reading K-2 Getting Started with the Science of Reading 3-5, Tinton Falls, NJ	4/24/2023	\$99
c) Stephanie Post	Monmouth Ocean Educational Services Commision (MOESC) Engage Students with Tech: Choice and Differentiation, Tinton Falls, NJ	3/23/2023	\$75
d) Lauren Treshock	Monmouth Ocean Educational Services Commision (MOESC) Getting Started with the Science of Reading K-2 Getting Started with the Science of Reading 3-5, Tinton Falls, NJ	4/24/2023	\$99
e) Arlene Comstock	Monmouth Ocean Educational Services Commision (MOESC) Getting Started with the Science of Reading K-2 Getting Started with the Science of Reading 3-5, Tinton Falls, NJ	4/24/2023	\$99

**8. 2023-2024 Tentative Budget**

BE IT RESOLVED that the Board approve the tentative budget for the FY 2023-24 School Year for submission to the Executive County Superintendent for review:

	<b>Budget</b>	<b>Local Tax Levy</b>
Total General Fund	\$39,650,303	\$31,602,774
Total Special Revenue Fund	\$ 7,584,247	N/A
Total Debt Service Fund	N/A	N/A
Totals	\$47,234,550	\$31,602,774

And to advertise said tentative budget in the Asbury Park Press in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED that a meeting will be held at the Berkeley Township Elementary School, 10 Emory Avenue, Bayville, New Jersey on April 25, 2023 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2023-24 School Year; and

BE IT FURTHER RESOLVED that the Berkeley Township Board of Education includes in the proposed budget the adjustment for banked cap in accordance with N.J.A.C. 6A:23A-10.1(b). The district has fully exhausted all eligible statutory spending authority and must increase the base budget in the amount of \$291,270 for the purpose of employing additional support service personnel. The district intends to complete said purposes by June 2024; and

BE IT FURTHER RESOLVED that included in the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$563,904 for Other Capital Project costs of Boiler Replacement at Bayville Elementary. The total cost of this project is \$563,904 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the New Jersey Student Learning Standards; and

BE IT FURTHER RESOLVED that travel expense for the 2023-24 School Year shall not exceed \$68,000.

**9. 2023-2024 Preschool Budget**

BE IT RESOLVED that the board approve the PEA district planning/enrollment workbook and budget narrative for the 2023-24 School Year.

**10. ESEA Grant Amendment for Fiscal Year 2023**

Recommend the Berkeley Township Board of Education approve the FY23 ESEA amendment as attached. **(Attachment 8)**

**XII. OLD BUSINESS**

None

**XIII. NEW BUSINESS**

None

**XIV. PUBLIC DISCUSSION ON NON-AGENDA ITEMS**

None

**XV. ADJOURNMENT**

A motion was made by Mr. Guarascio to adjourn the meeting. Second by Mrs. Shedlock. All in favor. Meeting adjourns at 7:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'Tyler Verga', written in dark ink.

Tyler Verga, CPA  
Business Administrator/Board Secretary