

**I. CALL MEETING TO ORDER**

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, February 23, 2021, at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, NJ. Mrs. Bacchione called the meeting to order at 6:30 p.m. Adequate notice of this meeting was given by publication in the Asbury Park Press on February 19, 2021 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. Guarascio, Mr. MacMoyle, Mrs. Shedlock,  
Mrs. Trethaway, and Mrs. Bacchione

**ABSENT:** Mr. Pellecchia and Mr. Ytreboe

**ALSO PRESENT:** Dr. James Roselli, Superintendent  
Laura Gingerelli, CPA, Business Administrator/Board Secretary  
Jack Sahradnik, Board Attorney

**IV. PRESENTATION**

Board President Jennifer Bacchione presented Keith Fisher with two plaques and a proclamation in appreciation for his years of service on the Berkeley Township Board of Education.

**V. EXECUTIVE SESSION**

A motion was made by Mr. Guarascio and seconded by Mrs. Shedlock that the Board move to Executive session at this time, 6:34 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:** (6 Ayes, 0 Nays, 0 Abstain) Motion carries.

## **VI. ROLL CALL TO RECONVENE**

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

**ABSENT:** Mr. Pellecchia and Mr. Ytreboe

**ALSO PRESENT:** Dr. James Roselli, Superintendent  
Laura Gingerelli, CPA, Business Administrator/Board Secretary  
Jack Sahradnik, Board Attorney

## **VII. PRESIDENT'S REPORT**

Good Evening. Spring is on the horizon. I think all of us are pretty tired of snow by now.

We are looking forward to having our students back in school 5 days a week very soon. Now more than ever, it is of utmost importance to follow the CDC and Department of Education guidelines. Do not send your children to school sick and follow the New Jersey quarantine guidelines for travel. Please do your part so our students and staff can remain in school safe and healthy.

The Berkeley Township Municipal Alliance has donated Partnership for a Drug-Free New Jersey/PSEG Foundation "Life Choices" coloring and activity books for all of our third graders.

All of our committees have met and reports will be read tonight.

This concludes the President's report. Thank you.

## **VIII. SUPERINTENDENT'S REPORT**

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

## **IX. PUBLIC DISCUSSION ON AGENDA ITEMS**

None

## **X. COMMITTEE REPORTS**

**Education:** Mrs. Shedlock reported that the Education Committee met on Tuesday, February 16, 2021. The following items were discussed:

### **QSAC**

- I am proud to report to the board that the Berkeley Township School District is considered a high performing school district. This means that our QSAC standing is valid for another 3 years.

**Summer Curriculum Writing**

- This summer, The Little Egg Harbor School District will be hosting a county wide curriculum writing session for all of Ocean County. This will allow all of the districts in Ocean County to align their curriculums and write the same curriculum at the same time. The board is considering sending two of each of the following subject or grade level teachers: art, music, guidance, gym, world language and gifted and talented.

**Clubs for the Spring**

- As schools continue to open more and more, the board is also considering the possibility of clubs resuming for the spring. If the clubs resume, they would be virtually held this way the cohorts will not be mixed and all students would be able to participate whether they are virtual or hybrid.

**Articulation**

- Articulation is looking to be done between the grade levels to see where gaps may be between the grade levels from this school year. We are interested in seeing where gaps are and what gaps need to be filled.
- Teachers from each grade level will work with teachers at the following grade levels to accomplish this task.
- One way we hope to help fill some of these gaps is with CAMP PAW this year. CAMP PAW will hopefully be opened up to not just our basic skills students but also to students who are struggling this year and can use some extra support.

**Buildings and Grounds:** Mr. Bowens reported that the Buildings and Grounds Committee met on Monday, February 15, 2021. They discussed options for a new boiler in the D Wing at Bayville School and Heating and Air Conditioning for the Gym at CBW.

**Finance:** Mr. MacMoyle reported that the Finance Committee met on Friday, February 19, 2021 via phone conference. All bills, claims and purchase orders were reviewed and approved.

**XI. SUPERINTENDENT'S AGENDA**

**MOTION** by Mr. Guarascio that upon recommendation of the Superintendent Items A1-A10 be approved.

**SECOND** by Mrs. Shedlock

**ROLL CALL VOTE:** (6 Ayes, 0 Nays, 0 Abstain) Motion carries.

**A. PERSONNEL RESOLUTIONS**

**1. Retirement/Resignation**

Recommend the Board accept the retirement of the following staff member:

Name	School/Position	Reason	Effect/ive
a) Jane McAteer	Teacher Aide - HMP	Retirement	7/1/21

Recommend the Board accept the **revised** resignation date for the following staff member:

Name	School/Position	From	To
b) Dawn Smuda	PS Teacher - HMP	3/11/21	2/23/21

## 2. New Hire

Recommend the Board approve the following new hire, in the position listed, for the 2020-2021 school year, pending completed paperwork:

Name	Position	Effective	Salary
Bethany Knight	Spec. Ed. Aide - HMP	2/24/21	Contractual

## 3. Transfers

Recommend the Board approve the transfer of the following staff members, in the position listed, for the 2020-2021 school year, effective 2/24/21:

Name	From	To	Salary
a) Chrystal Siddons	Teacher Aide - HMP	PS Teacher - HMP	Contractual
b) John Horgan	Custodian - P/T - HMP	Custodian - F/T - CBW (2:30 pm - 10:30 pm)	Contractual

## 4. Leaves of Absence

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

- a) I.D. #4698-Teacher Aide-HMP:  
Extension of medical leave of absence from 2/8/21 through 3/19/21.
- b) I.D. #4300-Teacher-CBW:  
Medical leave of absence to start 2/1/21 and continue through 4/30/21.
- c) I.D. #4344-Cafeteria-BAY:  
Extension of medical leave of absence from 1/28/21 through 2/5/21.

**5. Substitutes**

Recommend the Board approve the following substitute(s) for the assignment(s) listed for the 2020-2021 school year, pending completed paperwork:

Name	Position
a) Vaile Jensen	Teacher
b) Karla Brandenburg	Teacher
c) Heather Arnold	Teacher

**6. Long-term Substitutes**

a) Recommend the Board **rescind** the appointment of Jessica Roth as the long-term substitute for I.D. #6584-Teacher-HMP from 2/3/21-3/31/21. (Her last day will be 2/19/21).

b) Recommend the Board approve the following long-term substitute, meeting the criteria established by the Superintendent, at the rate of \$100 per diem (start and end dates are subject to change):

Name	In For	Effective
Susan Cameron	I.D. #6436-Teacher-BTE	3/1/21 - 6/18/21

**7. Teacher Mentors**

Recommend the Board approve the following teachers to perform as Mentors, at the stipend listed, to be paid by the Mentee:

Mentee	Mentor	Stipend
a) Mark Kowalski	Lindsay Quigley	\$700 over 21 weeks (prorated)
b) Chrystal Siddons	Danielle Austin	\$1000 over 30 weeks

**8. Approval of Appointment**

Recommend the Board approve the following appointment for the 2020-2021 School Year:

- a) Human Resources Officer      Cara Burton
- b) Human Resources Officer      Keith McShaffrey

**9. School (Cafeteria) Aides Hours**

- a) Recommend the Board approve the revised hours for the following school (cafeteria) aides, who will work 4 days per week, **excluding Wednesdays**, at the contractual rate of pay, for the 2020-2021 school year:

Name/School	Hours	Effective
1. Elisa Suarez - BTE	4.5	2/8/21 - 2/19/21
2. Maria Rosen - BAY	4.5	2/8/21 - 2/19/21
3. Kecia Drake - BAY	4.5	2/8/21 - 2/19/21
4. Lori DiPiazza - HMP	4.5	2/4/21 - 2/19/21
5. Donna Robinson - HMP	4.5	2/4/21 - 2/19/21

- b) Recommend the Board approve the hours for the following school (cafeteria) aides, **including Wednesdays**, at the contractual rate of pay:

Name/School	Hours	Effective
1. Tamara Carsten - BTE	2.5	2/22/21
2. Catherine Becella - BTE	2.5	2/22/21
3. Elisa Suarez - BTE	3.5	2/22/21
4. Lori DiPiazza - HMP	3.5	2/22/21
5. Donna Robinson - HMP	3.5	2/22/21
6. Michelle Rhinehart - HMP	2.5	2/22/21
7. Maria Rosen - BAY	4	2/22/21
8. Kecia Drake - BAY	4	2/22/21
9. Cindylynn Kuch-CBW	3.5	2/22/21
10. Melissa Lefkus-CBW	3.5	2/22/21

**10. Basic Skills Information Night**

Recommend the Board amend the account (#11-230-100-101-07-0001) from which the following teaching staff members were paid for a Basic Skills Information Night, three (3) hours held on October 22, 2020, at the contractual rate of pay:

♦ a) Kimberly Mitchell - BTE
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♦ b) Melanie Biscardi - BTE
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♦ c) Diane Steller - BTE
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♦ Should have been paid through Title I Grant Funding Account  
#20-231-100-101-09-0000.

* d) Thomas Ettari - HMP
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* e) Gina Boyles - HMP
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* f) Valerie Rollis - HMP
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\* Should have been paid through Title I SIA Grant Funding Account  
#20-231-100-101-09-0303.

**XI. SUPERINTENDENT'S AGENDA**

**MOTION** by Mr. Guarascio that upon recommendation of the Superintendent Items B1-B7 be approved.

**SECOND** by Mr. MacMoyle

**ROLL CALL VOTE:** (6 Ayes, 0 Nays, 0 Abstain) Motion carries.

**B. OTHER BOARD ITEMS**

**1. HIB Report Update**

\_1\_ HIB Investigations conducted \_0\_ affirmed - Jan. 26, 2021 - Feb. 22, 2021

\_1\_ HIB's from Jan. 26, 2021 - Feb. 22, 2021

\_1\_ Suspensions - Jan. 26, 2021 - Feb. 22, 2021

**2. Out-of-District Placement**

Recommend the Board approve Out-of-District Placement for the following student for the 2020-2021 school year:

I.D. #1001673 - Hawkswood School - effective on or about 2/8/21  
(Tuition contract available in Business Office)

**3. 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 1581	Domestic Violence (Mandated/Revised)
Regulation 1581	Domestic Violence (Mandated/New)
Policy 2422	Health and Physical Education (Mandated/Revised)
Policy/Regulation 5330	Administration of Medication (Mandated/Revised)
Policy 7243	Supervision of Construction (Mandated/Revised)
Policy 8210	School Year (Recommended/Revised)
Policy 8220	School Day (Mandated/Revised)
Regulation 8220	School Closings (Recommended/Revised)
Policy 8462	Reporting Potential Missing or Abused Children (Mandated/Revised)

**4. Internship Agreement**

Recommend the Board approve the Agreement for Student Internships between Rowan University and The Berkeley Township School District for the 2020-2021 school year.

**5. Calendar 2021-2022**

Recommend the Board approve the school calendar for the 2021-2022 school year.  
(Attachment 2)

**6. NJQSAC District Performance Review**

Recommend the Board approve the New Jersey Quality Single Accountability Continuum (NJQSAC) District Performance Review for the 2020-2021 school year. The district has satisfied the weighted indicators in each of the five areas listed below and has been designated as "high performing". These results will be provided to the State Board of Education at an upcoming meeting.

- a) Instruction & Program
- b) Fiscal Management
- c) Governance
- d) Operations
- e) Personnel

**7. Preschool Operational Plan Budget for 2021-2022**

Recommend the Board approve the Preschool Operational Plan Budget.

## **XII. BUSINESS ADMINISTRATOR'S AGENDA**

**MOTION** by Mr. MacMoyle that upon recommendation of the Business Administrator Items 1-9 be approved.

**SECOND** by Mr. Bowens

**ROLL CALL VOTE:** (6 Ayes, 0 Nays, 2 Abstain) Mr. Guarascio Abstains on Item 3 and Mr. MacMoyle Abstains on Item 3. Motion carries.

### **1. Minutes**

RESOLVED that the minutes of the Regular Meeting held on January 26, 2021 be approved.  
(Attachment 3)

### **2. Payment of Bills**

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

*Check numbers 49059 through 49064 voided due to printing error.*

Bills List dated February 23, 2021

Check numbers 49065 through 49173

\$1,784,268.39

(Attachment 4)

Purchase Orders numbered 21-01044 through 21-01124

\$1,054,388.09

(Attachment 5)

### **3. Payroll Approval**

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

January 15, 2021

\$1,247,497.12

January 31, 2021

\$1,204,131.78

### **4. Appropriation Transfers**

BE IT RESOLVED that the Appropriation Transfers for the month of January 2021, be approved.  
(Attachment 6)

### **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 January 31, 2021, 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.  
(Attachment 7)

## 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 month ended January 31, 2021 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachment 8)**

## 7. Travel

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

<b>Name</b>	<b>Seminar/Workshop</b>	<b>Dates</b>	<b>Not to Exceed</b>
a) Sharon Levin-Kulchinsky	The College of New Jersey Prepare School Safety and Crisis Preparedness (registration)	3/5 and 3/12/2021	\$50
b) Nelia Ziobro	The College of New Jersey Prepare School Safety and Crisis Preparedness (registration)	3/5 and 3/12/2021	\$50
c) Jeff Zito	ASCD Workshop "2021 Annual Conference" (registration)	6/23 to 6/25/2021	\$150
d) Joseph Reid, Nicholas Cameron, Corey Catalano, and Wayne Podesta	Storm Winds, Various Technology Courses (registration)	3/1/21 through 2/28/2023	\$5960

## 8. Transportation

Recommend the Berkeley Township Board of Education approve the following transportation jointures:

<b>Host District</b>	<b>Student ID</b>	<b>Dates</b>	<b>School</b>	<b>Per Diem Rates</b>
Central Regional	999891	2/9-6/23/21	Regional Day School, Jackson NJ	TBD

## 9. School Security Services

Recommend the Berkeley Township Board of Education approve the execution of a Shared Services Agreement with the Township of Berkeley to provide police officer services at the Bayville School, Berkeley Township Elementary School, Clara B. Worth School, and H. & M. Potter School for the 2021-2022 through 2023-2024 School Years. The cost of such services will be \$35.00 per hour for 2021-2022, \$37.50 per hour for 2022-2023 and 2023-2024.

**XIII. OLD BUSINESS**

None

**XIV. NEW BUSINESS**

Dr. Roselli reported that the District is receiving additional CARES Funding in the amount of \$1.13 Million that has to be used by September 2023. Different ways to use this funding will be presented such as for learning loss, social and emotional support and HVAC upgrades.

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

None

**XVI. EXECUTIVE SESSION**

A motion was made by Mr. Guarascio that the Board move to executive session at this time, 6:56 p.m. for the purpose of interviews to fill the Board vacancy. Second by Mrs. Shedlock. No action will be taken after the Executive Session concludes.

**ROLL CALL VOTE:** (6 Ayes, 0 Nays, 0 Abstain) Motion carries.

**XVII. ADJOURNMENT**

A motion was made by Mrs. Shedlock to adjourn the open portion of the meeting. Second by Mr. Guarascio. All in favor. Meeting adjourns at 6:56 p.m.

Respectfully submitted,



Laura Gingerelli, CPA, RSBA  
Business Administrator/Board Secretary

