

I. CALL MEETING TO ORDER

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, December 1, 2020, 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 January 13, 2020 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, Mr. Ytreboe, and Mrs. Bacchione

ABSENT: Mr. Fisher, Mr. Pellecchia (arrived at 7:07 p.m. and Mrs. Shedlock (arrived at 7:07 p.m.)

ALSO PRESENT: Laura Gingerelli, CPA, Business Administrator/Board Secretary
Matt Thompson, Acting Board Attorney

PRESENT VIA PHONE: Dr. James Roselli, Superintendent

IV. PRESENTATIONS

Ms. Kimberly Kelly, CPA, of Holman Frenia Allison, PC gave a presentation reviewing the 2019-2020 Comprehensive Annual Financial Report and noted that there were no findings or recommendations.

V. PRESIDENT'S REPORT

Good evening. Hope everyone had a great Thanksgiving with your loved ones.

The month of December brings more holidays for us all. It's important as a community to keep in mind small gatherings when planning our celebrations.

Our goal is to open the schools to our 5 day plan as early as possible. Unfortunately, as long as the COVID numbers rise in Ocean County the Board of Health recommends against this. Please do your part and follow the guidelines from the Board of Health and CDC.

In our Education committee meeting we discussed some options for bolstering curriculum in our hybrid plan. Mrs. Shedlock will elaborate in her committee report.

Congratulations to Tom Guarascio and Dave Ytreboe for re-election to the board for another 3 years. Thank you to all who voted for us.
Would like to wish everyone happy and healthy holidays.

This concludes the president's report. Thank you.

VI. SUPERINTENDENT'S REPORT

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

VII. PUBLIC DISCUSSION ON AGENDA ITEMS

None

VIII. COMMITTEE REPORTS

Finance: Mr. MacMoyle reported that the Finance Committee met on Monday, November 23, 2020. All bills, claims and purchase orders were reviewed and approved.

Personnel: Mr. Ytreboe reported that the Personnel Committee met on Tuesday, November 24, 2020. All items on the agenda for tonight's meeting were discussed.

Education: Mrs. Gingerelli read the following report as submitted by Mrs. Shedlock:

"The meeting was held virtually via a Google Meet on Tuesday November 24, 2020. Present at the meeting was Dr. Roselli, Dr. Zito, Debbie Fierra, Amy Coppinger, Doug Bowens, Dave Yreboe, Jennifer Bacchione, and myself.

Head Start Program Continuing

- Federally funded program for 3 & 4 year olds - both general education and special education students
- They provide assistance with food, education and healthcare. For healthcare they help take families to doctor appointments and make sure that the students see their doctors regularly.
- When the pandemic began they helped to provide Chromebooks to the students who participated in the program so that they were able to keep up with their school work. They also provided ShopRite gift cards to the families.
- Headstart also helps us to run workshops for the families on nutrition.
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Preschool

- No new classrooms being added for next school year.
- The Pandemic is NOT affecting the funding for the program.
- The program is staying the same.
- Enrollment is steady, not increasing like we thought, but with the schedule this year, that is not surprising.
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Special Olympics

- General Education & Special Education students work together"

IX. SUPERINTENDENT'S AGENDA

MOTION by Mr. Guarascio that upon recommendation of the Superintendent Items A1-A19 be approved.

SECOND by Mr. Bowens

ROLL CALL VOTE: (5 Ayes, 0 Nays, 0 Abstain) Motion carries.

A. PERSONNEL RESOLUTIONS

1. Retirement/Resignation

Recommend the Board accept the retirement/resignation of the following staff members:

Name	Position/School	Reason	Effective
a) Lisa Pallito	TeacherAide - CBW	Resignation	11/13/20

2. New Hires

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

Name	Position	Effective	Salary
a) Diane Germek	Bus Aide (5.75 hrs. daily)	12/2/20	Contractual
b) Mary Gajewski	Bus Driver (Hrs. TBD)	1/4/21	Contractual
c) Laura Hatcher	Teacher - BAY - Gr. 4	1/25/21	Contractual
d) Alexia Germinario	Aide - HMP (6 hrs. daily)	TBD	Contractual
e) Vaile Jensen	Aide - BAY (6 hrs. daily)	TBD	Contractual

3. 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. #6279-Teacher-BAY:
Extension of maternity leave of absence from 10/24/20 through 6/30/21.
- b) I.D. #6765-Aide-BAY:
Leave of absence to start 2/1/21 and continue through 4/30/21.

- c) I.D. #6818-Aide-CBW:
Extension of medical leave of absence from 11/10/20 through 12/18/20.
- d) I.D. #5446-Trans.-Dist:
Medical leave of absence to start 10/13/20 and continue through 11/13/20.
- e) I.D. #6584-Teacher-HMP:
Maternity leave of absence to start 1/14/21 and continue through 3/31/21.
- f) I.D. #6436-Teacher-BTE:
Maternity leave of absence to start 3/1/21 and continue through 6/18/21.
- g) I.D. #6849-Teacher-BTE:
Maternity leave of absence to start 1/19/21 and continue through 6/18/21.

4. 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) Meaghan Wallace	Aide
b) Mitchell Albanese	Teacher
c) Heather Arnold	Aide/Bus Attendant
d) Suzanna Olsen	Teacher/Aide
e) Michelle Psaras	Teacher/Aide
f) Aimee Zettel	Teacher

Note: All substitute aides approved by the Board will be able to substitute as school/teacher aides and bus attendants.

5. Long-term Substitute

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
a) Susan Cameron	I.D. #6436-Teacher-BTE	3/1/21 - 6/18/21

6. Start Date

Recommend the Board approve the start date for the following new hire:

Name	Position	Effective
a) Robert D'Amore	P/T Custodian - CBW	10/29/20*

*Revised date from 10/27/20 Board Meeting

7. Salary Adjustment

Recommend the Board approve a salary adjustment for the following individuals, effective January 1, 2021 (Does not include longevity):

Name	From	To	Reason
a) Leah Bale	Step 3-BA - \$53,100	Step 3-MA - \$56,700	College Credits
b) Heather Ettari	Step 3-BA+15 - \$55,000	Step 3-MA - \$56,700	College Credits
c) Thomas Ettari	Step 15-BA+30 - \$77,285	Step 15-MA - \$78,785	College Credits
d) Carly Komorowski	Step 2-MA - \$55,800	Step 2-MA+15 - \$56,200	College Credits
e) Stephanie Koplitz	Step 3-BA - \$53,100	Step 3-BA+15 - \$55,000	College Credits
f) Charissa Palazzo	Step 20-MA+30 - \$90,685	Step 20-PHD - \$92,285	College Credits
g) Daniella Pineno	Step 2-BA - \$52,200	Step 2-BA+15 - \$54,100	College Credits
h) Jaime Poggioli	Step 3-BA+15 - \$55,000	Step 3-MA - \$56,700	College Credits
i) Kristen Reiser	Step 13-BA - \$70,185	Step 13-BA+15 - \$72,085	College Credits
j) Christina Warchol	Step 3-BA+15 - \$55,000	Step 3-MA - \$56,700	College Credits
k) Kimberly Woodman	Step 2-MA - \$55,800	Step 2-MA+15 - \$56,200	College Credits

8. Assignment Transfer

Recommend the Board approve the following assignment transfer:

Name	From	To	Effective
a) Melanie Biscardi	BTE - Basic Skills	CBW - Basic Skills	10/21/20
b) Jaquanna Jacobs	BAY - Aide	HMP - Aide	11/23/20

9. Student Teacher Placement

Recommend the Board approve the following student teacher placement for the 2020-2021 school year:

Name	Assigned To	Start Date	Requirements
a) Brooke Russell	Danielle Hoffman - HMP	Spring	Observation - 12 Weeks
b) Molly Cusak	Kimberly Helling - CBW	Spring	Clinical

10. Revised Hours

Recommend the Board approve the following bus driver's revised hours as listed:

Name	From	To	Effective
a) Wayne Yezzo	11:05 am - 1:50 pm	11:05 am - 2:20 pm	12/2/20

11. Project Starfish

Recommend the Board approve the following staff members for Project Starfish (Virtual), an after-school program, to start 12/8/20, for the 2020-2021 school year, paid through the McKinney-Vento "Project Starfish" Grant as listed:

Name/School	Days	Hrs./Rate	Title/Amount
a) Gianna Clavelli-Bassford - Dist.	50	3.0 - \$41.61	Master Teacher - \$6,241.50
b) Melissa Stierle - Dist.	50	3.0 - \$41.61	Master Teacher - \$6,241.50.
c) Rebecca Melanson - HMP	20	1.0 - \$41.61	Guidance Counselor - \$832.20
d) Theresa Pasqualetto - CBW	20	1.0 - \$41.61	Guidance Counselor - \$832.20
e) Stacy Maravelias-Kakos - BTE	20	1.0 - \$41.61	Guidance Counselor - \$832.20
f) Christina Warchol- BAY	20	1.0 - \$41.61	Guidance Counselor - \$832.20
g) Jill Kramer - CBW	50	1.5 - \$41.61	Teacher - \$3,120.75
h) Caitlin Farley - CBW	50	1.5 - \$41.61	Teacher - \$3,120.75
i) Steve Poppe - HMP	50	1.5 - \$41.61	Teacher - \$3,120.75
j) Kim Tacon - HMP	50	1.5 - \$41.61	Teacher - \$3,120.75
k) Tracy Smith - BTE	50	1.5 - \$41.61	Teacher - \$3,120.75
l) Jessica Iannuzzi - BTE	50	1.5 - \$41.61	Teacher - \$3,120.75
m) Lauren Treshock - BAY	50	1.5 - \$41.61	Teacher - \$3,120.75
n) Lisa Zarra - BAY	50	1.5 - \$41.61	Teacher - \$3,120.75
o) Jackie Matteo - BAY	16	1.0 - \$41.61	Multi-Activity Teacher - \$665.76
p) Hanna Wiczorek - BTE	16	1.0 - \$41.61	Multi-Activity Teacher - \$665.76
q) Stephanie Violante - CBW	16	1.0 - \$41.61	Multi-Activity Teacher - \$665.76
r) Megan Drake - HMP	16	1.0 - \$41.61	Multi-Activity Teacher - \$665.76

s) Michele O'Brien - BAY	50	1.0 - \$20.85	Aide - \$1,042.50
t) Jaimee Jones - BAY	50	1.0 - \$13.76	Aide - \$ 688.00
u) Sharon Madore - BTE	25	1.0 - \$19.25	Aide - \$ 481.25
v) Evelyn Mahoney - BTE	25	1.0 - \$19.25	Aide - \$ 481.25
w) Stephenie Canton - BTE	25	1.0 - \$12.00	Aide - \$ 300.00
x) Denise Giordano - CBW	50	1.0 - \$18.55	Aide - \$ 927.50
y) Meghan Faljean - CBW	25	1.0 - \$13.08	Aide - \$ 327.00
z) Katie Lantz - CBW	50	1.0 - \$14.42	Aide - \$ 721.00
aa) Lori Pereira-Arnold - HMP	33	1.0 - \$17.60	Aide - \$ 580.80

12. Internship

Recommend the Board approve Cheryl Mayerfeld, a Speech Therapist student at Emerson College, to Intern under the supervision of Kristine Chudzik, Speech Therapist for the district, effective 1/11/21 through 5/30/21.

13. Remote Learning

Recommend the Board approve the following staff for Remote Learning:

Name/School	Grade
a) Sandra Cotten - BAY	ELL
b) Victoria Petruzzello - CST	OT
c) Dana Vanella - CBW	Gr. 2
d) Gina Boyles - HMP	BSI
e) Cheryl Ernest - CST	Social Worker
f) Carol Kiersnowski - CST	OT
g) Mark Panepinto - CST	Social Worker
h) Alyssa Mancini - CST	PS - Social Worker
i) Kristin Gray - CST	OT

14. Retirement/Resignation

Recommend the Board accept the retirement/resignation of the following staff members:

Name	Position	Reason	Effective
a) Amanda Bevacqua	PS Aide - HMP	Resignation	12/14/20
b) Timothy Sidwell	Custodian - CBW	Retirement	2/1/21

15. Leave of Absence

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

- a) I.D. #5262-Teacher-CBW:
Leave of absence to start 12/9/20 and continue through 6/18/21

16. Rescind Employment

Recommend the Board rescind the employment of the following new hire, effective immediately:

Name	Position
a) Hope Cooper-Waltman	Bus Aide - Transportation

17. Internal Transfers

Recommend the Board approve the following Internal Transfer, effective immediately, for the remainder of the 2020-2021 school year:

Name/School	From	To
a) Caitlin Farley - BAY	PS Relief Teacher - CBW	Gr. 2 Teacher - CBW

18a. Additional Staff for Project Starfish

Recommend the Board approve the following staff members for Project Starfish (Virtual), an after-school program, to start 12/8/20, for the 2020-2021 school year, paid through the McKinney-Vento "Project Starfish" Grant as listed:

Name/School	Days	Hrs./Rate	Title/Amount
bb) Lisa Werner	33	1.0 - \$18.55	Aide - \$612.15
cc) Marie Rosen	34	1.0 - \$13.76	Aide - \$467.84

18b. Change of Location

Recommend the Board approve the following change of location:

From	To
Megan Faljean - Aide - CBW	Aide - BTE

19. Substitute

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

Name	Position
a) Jennifer Ciuffa	TeacherAide

Note: All substitute aides approved by the Board will be able to substitute as school/teacher aides and bus attendants.

Mr. Pellecchia and Mrs. Shedlock arrived at 7:07 p.m.

IX. SUPERINTENDENT'S AGENDA

MOTION by Mr. MacMoyle that upon recommendation of the Superintendent Items B1-B9 be approved.

SECOND by Mr. Guarascio

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

B. OTHER BOARD ITEMS

1. HIB Report Update

 0 HIB Investigations confirmed October 23-November 30, 2020

 0 HIB alleged October 23-November 30, 2020

2. Homebound Instruction

Recommend the Board approve Homebound Instruction for the following student for the 2020-2021 school year:

I.D. #999225 - effective 12/2/20-6/22/21 - Laurierae Mongaliri will provide
Instruction - not to exceed 3 hours/wk.

3. Second Reading of New/Revised ByLaws/Policies/Regulations

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

Policy 1620	Administrative Employment Contracts (Revised)
Policy 2464	Gifted and Talented Students (Revised)
Policy/Reg 5330.05	Seizure Action Plan (New)
Policy 6440	Cooperative Purchasing (Revised)
Policy/Reg 6470.01	Electronic Funds Transfer and Claimant Certification (New)
Policy/Reg 7440	School District Security (Revised)
Policy 7450	Property Inventory (Revised)
Policy/Reg 7510	Use of School Facilities (Revised)
Policy 8420	Emergency and Crisis Situations (Revised)
Policy 8561	Procurement Procedures for School Nutrition Programs (Revised)
Policy 1648*	Restart and Recovery Plan
Policy 1648.02*	Remote Learning Options for Families
Policy 1648.03	Restart and Recovery Plan - Full Time Remote Instruction (New)

***Policy 1648.02 is not only a policy but now incorporated into Policy 1648 as Appendix Q, there are no other changes.**

4. Preschool Operational Plan

Recommend the Board approve the Preschool Operational Plan for 2020-2021.
(Copy available for review in the Superintendent's Office)

5. Head Start

Recommend the Board approve the Head Start Preschool contract for the 2020-2021 school year.

6. NJQSAC District Performance Review - 2020-2021

Recommend the Board approve the submission of the NJ Single Accountability Continuum District Performance Review for the 2020-2021 school year.

7. Marzano Framework

Recommend the Board approve the use of the Marzano Framework for the evaluation of the district Administrators, Teachers, Counselors, Nurses and CST for the 2020-2021 school year.

8. Special Olympics

Recommend the Board approve the continuation of Special Olympics for the 2020-2021 school year.

9. NJSLA/NJSLAS District Test Scores

Recommend the Board approve the NJSLA/NJSLAS District Test Scores for the 2018-19 school year.

X. BUSINESS ADMINISTRATOR'S AGENDA

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

SECOND by Mrs. Shedlock

ROLL CALL VOTE: (7 Ayes, 0 Nays, 2 Abstain) Mr. Guarascio Abstains on Item 3 and Mr. MacMoyle Abstains on Item 3. Motion carries.

1. Minutes

- a) RESOLVED that the minutes of the Regular Meeting held on October 27, 2020 be approved. (Attachment 2)
- b) RESOLVED that the minutes of the Executive Session held on October 27, 2020 be approved. (Attachment 3)

2. Payment of Bills

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

Bills List dated December 1, 2020
Check numbers 48730 through 48841 \$ 698,889.03
(Attachment 4)

Purchase Orders numbered 21-00744 through 21-00880 \$ 449,964.13
(Attachments 5)

3. Payroll Approval

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

October 15, 2020 \$1,222,485.82
October 31, 2020 \$1,216,798.18

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the month of October 2020, 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 October 31, 2020, 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 October 31, 2020 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachments 8)**

7. Transportation

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

Host District	Student ID	Dates	School	Per Diem Rates
a) MOESC	999980	11/9/20-6/18/21	Bayville School to/from Tuckerton	\$156.03
b) MOESC	1001030	10/7/20-6/30/21	Lehmann School to/from Bayville	TBD

8. Travel

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

Name	Seminar/Workshop (Registration and/or Mileage)	Dates	Not to Exceed
Tammy Higgins	Transporting Students with Disabilities, Rutgers (online) (registration)	2/20, 2/27, 3/6, 3/13, 3/20, 3/27/2021	\$668

9. Accept Comprehensive Annual Financial Report and Auditor's Management Report

RESOLVED, that the Berkeley Township Board of Education accept with no recommendations the Comprehensive Annual Financial Report as of June 30, 2020 and the Auditor's Management Report for the 2019-20 school year as prepared by the firm of Holman Frenia Allison, P.C.

XI. OLD BUSINESS

None

XII. NEW BUSINESS

None

XIII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

Mr. Duggan questioned the rationale and implementation of hyflex teaching. Things are constantly changing. Where is the equipment needed for this?

Mrs. Bacchione spoke with Dr. Roselli regarding this and there was no timeline set by the Board.

Mr. Ytreboe stated that as a Board of Education they do not set timelines, but do understand a need for training.

Mrs. Bacchione stated that at the last Board meeting on October 27th many parents expressed the desire for kids to be back in school and concern regarding better specials for students.

Mrs. Gingerelli stated that the roll of the Board is to hire and evaluate the Chief School Administrator and to set policy.

Mrs. Bacchione stated that she spoke to Dr. Roselli and said not to rush into this change. She was only aware that this was being discussed because of phone calls she received.

Mrs. Blumensteel commented that she has been a teacher for 20 years. She is furious and aggravated about what was asked of the teachers today. Other districts have equipment for this type of learning. They were told that they would have to sit behind their desks to teach and would not be able to assist the students that are physically in class. Students are there for in person learning. This will take away from that.

XIV. EXECUTIVE SESSION

A motion was made by Mr. MacMoyle that the Board move to executive session at this time, 7:26 p.m. for the purpose of board member interviews to fill the Board vacancy. Second by Mr. Guarascio. All in favor. No action will be taken after the Executive Session concludes.

XV. ADJOURNMENT

A motion was made by Mr. MacMoyle to adjourn the open portion of the meeting. Second by Mrs. Guarascio. All in favor. Meeting adjourns at 7:26 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Gingerelli", written in dark ink.

Laura Gingerelli, CPA, RSBA
Business Administrator/Board Secretary