

I. CALL MEETING TO ORDER

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, February 25, 2020, at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, NJ. Mrs. Bacchione called the meeting to order at 7:02 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 and a moment of silence for our service men and women to return home safe.

III. ROLL CALL

PRESENT: Mr. Bowens, Mr. Cammarato, Mr. Fisher, Mr. MacMoyle, Mr. Pellecchia, Mrs. Shedlock, Mr. Ytreboe and Mrs. Bacchione

ABSENT: Mr. Guarascio

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

IV. PRESIDENT'S REPORT

Good evening everyone. This year is going fast. We've already approached the 100th day of school. It's great to see the students dressed up as 100 year olds.

Our Potter 4th grade students received a huge compliment for being some of the best behaved, respectful, good listeners and participants during their trip to the Ocean County Historical Society. Congratulations and great job to the teachers and staff.

On January 29th, I met with Dr. Roselli, Mr. Prima, Mr. Waldron and Kim Reilly from the Ocean County Board of Health. The Board of Health offers many free programs to the students from 2nd grade through high school on bullying, drug prevention, vaping and several others. The district will be implementing these programs during the next school year. We are hoping it will be beneficial to both the students and parents.

I was able to briefly attend the Ocean Tech Expo on Friday, February 21st at Potter School. It was nice to see educators from all over the county come to the presentation. Mrs. McKenna was the keynote speaker. Thank you to Dr. Roselli and Mrs. Cimino for inviting me.

The Board of Education has been very busy with the budget process for the 20/21 school year. We have met several times and will be meeting many more to have everything ready for board approval at our March meeting.

This concludes the President's report. Thank you.

V. SUPERINTENDENT'S REPORT

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

VI. PUBLIC DISCUSSION ON AGENDA ITEMS

None

VII. COMMITTEE REPORTS

Personnel: Mr. Ytreboe reported that the Personnel Committee met on Wednesday, February 19, 2020. Agenda items 1-13 were discussed and reviewed for tonight's meeting.

Education: Mrs. Shedlock reported that the Education Committee met on Wednesday, February 19, 2020 and discussed the following items:

Honor Roll: This is the last year that honor roll will be in the fourth grade. Beginning next school year (2020 - 2021) honor roll will only be in BTES.

Ed Reports and Textbooks: Ed Reports was used to help guide the purchase of new mathematical textbooks for the 2020 - 2021 school year. Ed Reports gives a rating for different textbooks and how they compare with the state's curriculum and guidelines for the NJSLA. According to Ed Reports, iReady and enVision were closely aligned to what the state recommends. The Central Regional School District is also getting new textbooks for math and they are also planning on going with enVision, so this would mean that both districts will be using the same textbooks which will hopefully mean that there are no gaps for the students. enVision is also getting positive reviews from teachers. There will be Professional Development training for the teachers during the first few days back at the end of August. Teachers will also be given the teacher's edition as soon as they come in this way they will have ample time to review the text and plan accordingly. For ELA the Perspective series is the one that is favored the most and would also align with the textbooks that are being purchased by Central Regional.

Connected Action Roadmap (CAR): The CAR training is going to help us align with the state of New Jersey and help us to create an appropriate pacing guide for the new textbook series.

Preschool: With the preschool program being as successful as it has been so far, we are still looking into how we are going to incorporate the four additional classrooms. It looks like they will most likely be in H&M Potter and CBW. The libraries will be revamped and the classrooms will be added in them. There was research done about partnering with outside preschools for the expansion, and after speaking to other districts that did it in the past it was decided that we will not be doing that at this time. There are many drawbacks to this idea, such as different policies that the preschool might have that we as a district do not. We are projected to fill these four additional classrooms next school year.

Finance: Mr. Cammarato reported that the Finance Committee met on Wednesday, February 19, 2020. All bills, claims and purchase orders were reviewed and approved. The State of New Jersey has signed into law a commuter tax benefit. This will have no impact on our District. Clear Software will begin to be used to verify residency. This is a worthwhile investment.

VIII. SUPERINTENDENT'S AGENDA

MOTION by Mrs. Shedlock that upon recommendation of the Superintendent Items A1-A13 be approved.

SECOND by Mr. Pellecchia

ROLL CALL VOTE: (8 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	Reason	Effective
a) Kathryn Germinario	Spec. Ed. Teacher - BTE	Retirement	7/1/20

2. Date Change

Recommend the Board approve the change of resignation date for the following employee:

Name	Position	From	To
a) Claudine Fetzer	Speech Therapist - BTE	3/22/20	2/14/20

3. Salary Adjustment

Recommend the Board approve a salary adjustment for the following new hire:

Name/Position	From	To
a) Dana Keene-Spec.Ed.-BD-BTE	Step 1 BA - \$49,950	Step 1 BA+30 - \$52,050

4. Leave(s) 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. #4220-Keyboarding Clerk 2-Dist:
Unpaid leave of absence starting 2/3/20 and continuing through 2/28/20.
- b) I.D. #4335-Teacher-BTE:
Extension of medical leave starting 1/31/20 and continuing through 3/31/20.

5. Substitute(s)

Recommend the Board approve the following substitute(s) for the assignment(s) listed for the 2019-2020 school year pending completed paperwork:

Name	Position
a) Sharon Branda	Teacher/Aide
b) Irma Roman	Aide/Clerical Worker
c) Antonio Tedeschi	Teacher/Aide
d) Margaret Crawford	Aide (Stokes Only)
e) Diane Monetti	Clerical Worker
f) Suzanne Lutes	Aide/Clerical Worker
g) Theresa Hewatt	Bus Driver

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

6. 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) Mindy Barrett	I.D. #4335-Teacher-BTE	2/26/20-3/31/20

7. Substitute Bus Drivers

Recommend the Board approve the following as substitute bus drivers for a guaranteed minimum of 4 hours daily, at the rate of \$21/hr., for the remainder of the 2019-2020 school year:

Name	Effective
a) Mary Gajewski	3/2/20
b) Theresa Hewatt	3/2/20

8. Transfers/Reassignments

Recommend the Board approve the following Child Study Team transfers/reassignments for the 2019-2020 school year, effective 1/6/20:

Name	Position	From	To
a) Kelsey Kelly	Speech Therapist	BAY	CBW
b) Lauren Monaco	Speech Therapist	BTE	CBW
c) Charissa Palazzo	LDT-C	BAY/HMP	CBW/BTE

9. BSI After School Program Substitute

Recommend the Board approve Dawn Blumensteel as a substitute teacher for the BSI After School Program at Bayville School at the contractual rate of pay (paid through Title I Grant funding).

10. Contract Addendum

Recommend the Board approve the Addendum to the Employment Agreement between the Non-Certificated Supervisor's Unit and the Berkeley Township Board of Education, effective 2/1/2020, for Tammy Higgins at \$64,000, prorated annual salary.

11. Coordinators, Sponsors & Clubs - Spring cycle

Recommend the Board approve the Coordinators, Sponsors and Clubs for the Spring 2020 Cycle, to run for 10 sessions. (Coordinators will be paid for 1.5 hours at the hourly supplemental rate, Sponsors will be paid for 1 hour at the hourly supplemental rate per club meeting date, and Aides will be paid for 1 hour at their contractual rate):

School	Sponsor	Club
CBW	a) Alexandra Vasilakis, Coordinator & Sponsor	New Friends & Games (Gr. 1 & 2)
	b) Stephanie Violante	Building & Lego (Gr. 1 & 2)
	c) Christina Warchol	Creative & Cooperative Crafting (Gr. 1 & 2)
	d) Mary Onopchenko	World Drums (Gr. 3 & 4)
	e) Kristy Roth	Sports/Fitness (Gr. 3 & 4)
	f) Laurin Wallace	Arts & Crafts (Gr. 3 & 4)

(Club dates: Mar. 3,10,17,24,31; Apr. 7,21,28; May 5,12-after school for 1 hr.- 2:30 pm-3:30 pm)

School	Sponsor	Club
HMP	a) Thomas Ettari, Coordinator & Sponsor	Minecraft
	b) Yvonne Desch	Spanish
	c) Michelle Smith	Writing
	d) Nicole Langer	Fitness (Gr. 1)
	e) Danielle Stesner	Fitness (Gr. 2)
	f) Erin LeBert	Talent Show (Gr. 3)
	g) Rebecca Melanson	Talent Show (Gr. 4)
	h) Sean Livingston	Music

	i) Tracy Foster, Substitute Teacher	
	j) Erin Miller, Substitute Teacher	
	k) Steve Poppe, Substitute Teacher	
	l) Tamara Post, Substitute Aide (as needed)	
	m) Lori Periera-Arnold, Substitute Aide (as needed)	
	n) Anne Dressler, Substitute Aide (as needed)	
	o) April Koffler, Substitute Aide (as needed)	
	p) Tracy Foster, Substitute Aide (as needed)	

(Club dates: Mar. 3,10,17,24,31; Apr. 7,21,28; May 5,12-before school for 1 hr.-8:15 am-9:15 am or after school for 1 hr.-3:40 pm-4:40 pm)

School	Sponsor	Club
BTE	a) Sharon Ofsanko, Coordinator & Sponsor	Nature & Science
	b) Luke Hurley	Volleyball
	c) Melissa Tomaini	Photography
	d) Vicky Guy	Basketball
	e) Tracy Smith	Video Games
	f) Brian Harkavay	Video Games
	g) Bonnie Brown	Art
	h) Grace Pascucci, Substitute Teacher (as needed)	

(Club dates: Mar. 2,9,16,23,30; Apr. 6,20,27; May 4,11-after school for 1 hr.-1:50 pm-2:50 pm)

School	Sponsor	Club
BAY	a) CJ Herdt, Coordinator & Sponsor	Sports (Gr. 3-4)
	b) Melissa Stierle	Yoga/Mindfulness Craft (Gr. 1-2)
	c) Jackie Wright	Talent Show Performers (Gr. 1-2)
	d) Laurie Peters	Craft (Gr. 1-2)

	e) Cheryl DePetro	Classic Game (Gr. 1-4)
	f) Aimee Roma	Talent Show Stage/Set Crew (2-3)
	g) Michelle O'Brien, Aide (as needed)	

(Club dates: Mar. 3,10,17,24,31; Apr. 7,21,28; May 5,12-before school for 1 hr.-7:30 am-8:30 am)

12. Donation

Recommend the Board approve the acceptance of \$600 from the Kite Foreign Student Service LLC on behalf of our support of the Cultural Exchange Program.

13. Nurse for Fun Fest

Recommend the Board approve Erica Cofone as the School Nurse for the February Fun Fest at the Berkeley Township Elementary School on 2/28/20, from 2:00 pm to 4:00 pm, at the hourly contractual rate of pay.

B. OTHER BOARD ITEMS

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

SECOND by Mr. Bowens

ROLL CALL VOTE: (8 Ayes, 0 Nays, 0 Abstain) Motion carries.

1. HIB Report Update

0 HIB Investigations conducted/affirmed - Jan. 28, 2020 - Feb. 24, 2020

0 HIB's from Jan. 28, 2020 - Feb. 24, 2020

4 Suspensions - Jan. 28, 2019 - Feb. 24, 2020

2. Homebound Instruction

Recommend the Board approve Homebound Instruction for the following student for the 2019-2020 school year:

I.D. #999132 - eff. 1/29/20 - Amanda O'Neill will provide instruction max. 10 hours/week
(for a minimum of two weeks)

3. First Reading of ByLaws/Policies/Regulations

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

Reg 7510	Use of School Facilities
Policy/Reg 6112	Reimbursement of Federal and Other Grant Expenditures
Policy/Reg 7440	School District Security
Policy 9210	Parent Organizations
Policy 9400	Media Relations

4. Second Reading of ByLaws/Policies/Regulations

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

Policy 3159	Teaching Staff Member/School District Reporting Responsibilities
Policy/Reg 3218	Use, Possession or Distribution of Substances (Teaching Staff)
Policy/Reg 4218	Use, Possession or Distribution of Substances (Support Staff)
Policy 8630	Bus Driver/Bus Aide Responsibility
Reg 8630	Emergency School Bus Procedures
Policy 8670	Transportation of Special Needs Students

IX. BUSINESS ADMINISTRATOR'S AGENDA

MOTION by Mrs. Shedlock that upon recommendation of the Business Administrator Items 1-7 be approved.

SECOND by Mr. MacMoyle

ROLL CALL VOTE: (8 Ayes, 0 Nays, 2 Abstain) Mr. Fisher Abstains on Item 3, Mr. MacMoyle Abstains on Item 3. Motion carries.

1. Minutes

- a) RESOLVED that the minutes of the Regular Meeting held on January 28, 2020 be approved. **(Attachment 2)**
- b) RESOLVED that the minutes of the Executive Session held on January 28, 2020 be approved. **(Attachment 3)**

2. Payment of Bills

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

Check number 47429 voided and replaced with 47473

Bills List #1 dated February 25, 2020	
Check numbers 47474 through 47579	\$1,525,077.39

Bills List #2 dated February 25, 2020	
Check numbers 47580 through 47585	\$ 1,813.40

(Attachments 4&5)

Purchase Orders numbered 20-01270 through 20-01481	\$ 944,455.54
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(Attachment 6)

3. Payroll Approval

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

January 15, 2020	\$1,233,583.69
January 31, 2020	\$1,204,206.39

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the month of January 2020, be approved.
(Attachment 7)

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, 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 8)

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, 2020 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement.
(Attachment 9)

7. Travel

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

<u>Name</u>	<u>Seminar/Workshop</u>	<u>Dates</u>	<u>Not to Exceed</u>
a) Marianne Cicco	NJAGC Conference at Mercer County Community College (registration)	3/20/2020	\$220
b) Melissa Davenport	NJAGC Conference at Mercer County Community College (registration)	3/20/2020	\$220
c) Laura Gingerelli	NJASBO Annual Conference, Atlantic City, NJ	6/2-6/5/2020	\$853
d) Jennifer Bacchione	NJSBA Analyzing and Constructing Salary Guides, Trenton, NJ (registration & mileage)	3/27/2020	\$183
e) Edward Cammarato	NJSBA Analyzing and Constructing Salary Guides, Trenton, NJ (registration & mileage)	3/27/2020	\$183

MOTION by Mr. Pellecchia that upon recommendation of the Business Administrator Items 8-11 be approved.

SECOND by Mrs. Shedlock

ROLL CALL VOTE: (8 Ayes, 0 Nays, 0 Abstain) Motion carries.

8. Transportation

Recommend the Berkeley Township Board of Education approve the following revised per diem rate:

Host District	Student ID	Dates	School	Revised Per Diem Rate
MOESC	1001220	1/2-6/30/2020	Children's Center of Monmouth County	\$176.28

9. Disposal and/or Sale of Obsolete Furniture and Equipment

Recommend the Board approve the disposal and/or sale of the following:

- a) Miscellaneous Chairs
- b) 2011 Ford F450 Dump Truck, Vin# 1FDUF4HY9BEA59731, Plate# MG85178
- c) Batting Cages

10. Request for Proposals

Recommend the Board authorize the Business Administrator to release the following Requests for Proposals for the 2020-2021 School Year:

- a) Auditor
- b) Property Casualty Insurance Broker
- c) Health Insurance Broker
- d) Legal Services
- e) Legal Services: Special Education, Student Matters
- f) Legal Services: Employment and Labor Issues

11. 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 2020-2021 School Year. The cost of such services will be \$32.50 per hour not to exceed \$167,440.

X. OLD BUSINESS

None

XI. NEW BUSINESS

None

XII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

None

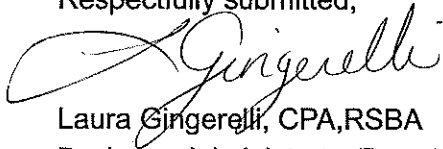
XIII. EXECUTIVE SESSION

A motion was made by Mrs. Shedlock that the Board move to executive session at this time, 7:16 p.m. for the purpose of personnel and negotiations. Second by Mr. MacMoyle. All in favor. No action will be taken after the Executive Session concludes.

XIV. ADJOURNMENT

A motion was made by Mr. Fisher to adjourn the open portion of the meeting. Second by Mrs. Shedlock. All in favor. Meeting adjourns at 7:16 p.m.

Respectfully submitted,

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

Laura Gingerelli, CPA,RSBA
Business Administrator/Board Secretary

