

**I. CALL MEETING TO ORDER**

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, April 28, 2020, virtually. 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 by posting the notice in all district schools, the District website, Office of the Board of Education, and the Berkeley Township Municipal offices and on April 10, 2020 in the Asbury Park Press (Virtual Meeting) in accordance with the provisions of the Open Public Meetings Act.

The Board authorizes that Board Members be allowed to participate electronically in this meeting due to a State emergency and guidelines for social distancing that prevent them from attending in person.

**II. FLAG SALUTE**

The meeting was opened with a salute to the flag and a moment of silence for all of the lives lost due to COVID 19 and for all of the frontline workers.

**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. PUBLIC HEARING ON BUDGET**

**A. PUBLIC COMMENT ON THE BUDGET**

None

**B. ADOPTION OF 2020-2021 BUDGET**

**MOTION** by Mr. Cammarato that the 2020-21 Budget be approved.

**SECOND** by Mr. Fisher

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

BE IT RESOLVED to approve the school district budget for the 2020-21 School Year as follows:

	<b>Budget</b>	<b>Local Tax Levy</b>
Total General Fund	\$35,600,784	\$29,682,000
Total Special Revenue Fund	5,953,220	N/A
Total Debt Service Fund	<u>1,973,013</u>	<u>1,973,013</u>
Totals	\$43,527,017	\$31,655,013

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 travel expense for the 2020-21 School Year shall not exceed \$50,000.

**The Public Hearing adjourned at 7:03 p.m. Regular meeting begins.**

**V. PRESIDENT'S REPORT**

Good evening everyone.

On behalf of the Board of Education, I would like to thank all the teachers, administration and the entire staff, who are working extra hard during this time. Thank you to our students for going to their virtual classrooms every day and thank you to the parents.

This has become a new way of life for everyone. Board committees were able to hold their meetings virtually last week.

Dr. Roselli and the board have been working together daily to keep the district running smoothly, staying up to date with direction from the department of education and the state.

Check our District website and facebook for any new information.

Please be smart, stay safe and healthy.

This concludes the President's report. Thank you.

## **VI. SUPERINTENDENT'S REPORT**

Dr. Roselli noted his report is included as **Attachment 1**.

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

None

## **VIII. COMMITTEE REPORTS**

**Personnel:** Mr. Ytreboe reported that the Personnel Committee met virtually on Wednesday, April 22, 2020. Present at the meeting were Dr. Roselli, Dr. Zito, Laura Gingerelli, all Principals and Assistant Principals, Rich Mueller, Debbie Fierra, Amy Coppinger, Doug Bowens, Dave Ytreboe, Jennifer Bacchione and Michelle Shedlock. New hires that are on tonight's agenda were discussed as well as all tenure and non-tenure staff that are on the agenda to reappoint for next year. Open positions that are currently unfilled are LDTC and Nurse. Stay well everyone.

**Education:** Mrs. Shedlock reported that the Education Committee met virtually on Wednesday, April 22, 2020. Present at the meeting was Dr. Roselli, Dr. Zito, Laura Gingerelli, all Principals and Assistant Principals, Rich Mueller, Debbie Fierra, Amy Coppinger, Doug Bowens, Dave Ytreboe, Jennifer Bacchione, and myself.

With all of the craziness going on, we certainly had a lot to talk about. First I want to thank all of the teachers and staff and commend them on the great job that they are doing. They are keeping the students engaged and learning. I know from first hand experience that it is not easy to switch gears on the fly like this and completely change the way you teach and go about the way you do your job.

Teachers are having weekly meetings. The educational changes seem to be going smoothly with the students. All of the students who needed devices now have them and are using them to complete their work. Going one-to-one when we did seemed to put us at a great advantage. The district is currently disinfecting all chromebooks and technology that is in the buildings for when we return so that we will be ready to go. Along with the other grades, preschool is also moving along smoothly. They are still completing their unit studies as if they were in school. Teachers are doing many Google Meets with their students to convey new lessons. It has been made clear that the same rules apply online as in the classroom when it comes to respecting others and class rules. All special education teachers are still meeting weekly just virtually now. The state has finally approved the use of technology for therapy for the students. When we return to school, the state will decide what will be done if the student has had some regression.

Weekly meetings are also being conducted for curriculum. Dr. Zito is meeting with Felicya Morreale from Central Regional weekly as well to talk about the progress that is being made. There will also be meetings held between the sixth grade teachers in our district and the seventh

grade teachers at Central Regional so that the teachers at Central Regional can have a better idea of what to expect in September.

Grading for the fourth marking period was brought up. Most likely sixth grade is going to be the only grade with an actual number grade, while the other grades will have some type of sliding scale ranging from attempted, attempted-partially completed to completed fully. There is also talk about having parent-teacher conferences so that the teachers could get a better understanding of where the students may have been struggling at home.

Stokes will not be happening this year. The students who have paid will be getting their money back. Laura's office is working on a list of students who have paid and getting purchase orders together to reimburse the students.

The Extended School Year (ESY) may be virtual this year. We are waiting to hear back from the state to see what they say. Camp PAW, the Preschool Literacy Program and Camp Invention are going to follow the same recommendations. If the ESY program is suggested to be virtual, then we are uncertain of what will come of the other programs at this time.

**Buildings and Grounds:** Mr. Fisher reported that he spoke with Dr. Roselli recently about how our schools are making sure they are disinfecting during this whole process and how we will handle opening if that does happen. The schools were initially disinfected when this lock down started, without knowing a return date. With some warm days recently the schools have open windows and doors to allow for airflow to mitigate any mold issues that would arise with a sealed school. Should schools return, we have the necessary products to disinfect the schools in a timely manner to ensure a safe return.

**Finance:** Mr. Cammarato reported that the Finance Committee met with the Business Administrator and Superintendent via tele-conference on Wednesday, April 22, 2020. The following items were discussed:

- All Bills/Claims/Purchase Orders have been reviewed and approved up through and including the date of Wednesday, April 22, 2020. No additions are permitted to be added at the conclusion of the April 22, 2020, Finance Committee Meeting.
- The upcoming 2020-2021 budget was approved, and the Superintendent will provide specifics in his report.
- The Finance Committee will be reviewing the RFP's for all upcoming vendors for the new school year. This will be concluded by May's Board Meeting.
- The Finance Committee Chairman suggested the Business Administrator contact our Insurance Agent to see if Insurance Premiums for our buses can be reduced since all but three (3) of our buses remain in a locked and secure facility and not on public roadways.
- The Finance Committee discussed the refunds for the Stokes Trip. Each parent will be set up as a "vendor" and be paid accordingly post May 2020 BOE meeting.
- The Finance Committee remains fully committed to reviewing and supporting all needs of the school district during these uncertain times.
- General Fund Updates (for the 9 month period ending 3/31/20)  
Cash in bank as of 3/31/20

- \$9,505,816.07
- Capital Reserve Account
- \$991,795.01.92 (statistically unchanged)
- Maint. Reserve Account
- \$1,112,802.38
- Tax Levy Receivable
- \$4,850,000.00 (down from 9.7MM)

This concludes my report.

## **IX. SUPERINTENDENT'S AGENDA**

**MOTION** by Mr. Pellecchia that upon recommendation of the Superintendent Items A1-A8 be approved.

**SECOND** by Mrs. Shedlock

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

### **A. PERSONNEL RESOLUTIONS**

#### **1. New Hire(s)**

Recommend the Board approve the following new hires, in the position listed, effective 9/1/2020, pending PEA funding continuation at 2020/2021 funding level:

<b>Name</b>	<b>Position/School</b>	<b>Salary</b>
<b>a) Melanie Rebenski</b>	PS Teacher - HMP	Contractual
<b>b) Lisa Palitto</b>	PS Aide - TBD	Contractual
<b>c) Dana Scutro</b>	PS Teacher - HMP	Contractual
<b>d) Frances Campos</b>	PS Aide - TBD	Contractual
<b>e) Jessica Duffy</b>	PS Aide - TBD	Contractual
<b>f) Tara Ruby</b>	PS District Behaviorist	Contractual

#### **2. Leave(s) 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. #6279-Teacher-BAY:**  
Extension of maternity leave of absence from 9/1/20-1/1/21.

**3. Substitutes**

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) Melisa Lefkus	Aide
b) Melanie Vella	Teacher
c) Heather Arnold	Teacher/Aide/Bus Attendant

**4. Eligibility of Non-Resident Pupils**

Recommend the Board approve attendance at the Berkeley Township Schools for the following non-resident pupils for the 2020-2021 school year:

I.D. #	Grade	School
a) 020 - (New)	5	BTE
b) 021 - (New)	3	HMP

**5. Reappointment of Non-Tenured Administrators & Teachers/CST Staff**

Recommend the Board approve the reappointment of the non-tenured administrators & teachers/CST staff for the 2020-2021 school year per the negotiated contract.  
(Attachment 2)

**6. Reappointment of Tenured Administrators**

Recommend the Board reappoint the tenured administrators for the 2020-2021 school year per the negotiated contracts. (Attachment 3)

**7. Reappointment of Tenured Teachers/CST Staff**

Recommend the Board reappoint the tenured certificated teachers/CST staff for the 2020-2021 school year per the negotiated contract. (Attachment 4)

**8. Reappointment of Non-Instructional Staff**

Recommend the Board reappoint the non-instructional staff for the 2020-2021 school year per the negotiated contracts: (Attachment 5)

- a) Administrative Office Staff
- b) Secretarial/Clerical Staff
- c) Technology Staff
- d) Teacher and School Aides; Bus Attendants
- e) Food Service Workers
- f) Supervisors
- g) Custodial Staff
- h) Maintenance Staff
- i) Mechanics
- j) Bus Drivers/School Messenger

**MOTION** by Mr. Pellecchia that upon recommendation of the Superintendent Items B1-B2 be approved.

**SECOND** by Mrs. Shedlock

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

**B. OTHER BOARD ITEMS**

**1. HIB Report Update**

\_0\_ HIB Investigations conducted/affirmed - Mar. 18, 2020 - Apr. 27, 2020  
\_0\_ HIB's from Mar. 18, 2020 - Apr. 27, 2020  
\_0\_ Suspensions - Mar. 18, 2020 - Apr. 27, 2020

**2. Nursing Service Plan**

Recommend the Board approve the Nursing Service Plan for 2019-2020. **(Attachment 6)**

**X. BUSINESS ADMINISTRATOR'S AGENDA**

**MOTION** by Mrs. Shedlock that upon recommendation of the Business Administrator Items 1-8 be approved.

**SECOND** by Mr. Yteboe

**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**

RESOLVED that the minutes of the Regular Meeting held on March 18, 2020 be approved.  
(Attachment 7)

**2. Payment of Bills**

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

Bills List #1 dated April 2, 2020  
Check numbers 47707 through 47726 \$ 877,907.06

Bills List #2 dated April 28, 2020  
Check numbers 47727 through 47803 \$ 190,989.08

Bills List #3 dated April 28, 2020  
Check number 47804 \$ 42,439.66  
(Attachments 8, 9 & 10)

Purchase Orders numbered 20-01597 through 20-01639 \$ 169,441.17  
(Attachment 11)

**3. Payroll Approval**

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

March 15, 2020 \$1,216,598.60  
March 31, 2020 \$1,208,263.35

**4. Appropriation Transfers**

BE IT RESOLVED that the Appropriation Transfers for the month of March 2020, be approved.  
(Attachment 12)

**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 March 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 13)



**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 March 31, 2020 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachment 14)**

**7. Opposition to Assembly Bill 3902**

**WHEREAS**, Assembly Bill 3902, currently pending in the State Legislature, would authorize the Department of Community Affairs to permit municipalities to delay the quarterly transmission of property tax revenues to school districts during gubernatorial-declared emergencies; and

**WHEREAS**, New Jersey's public schools are highly dependent on property tax revenue to support education programs; and

**WHEREAS**, on average, local property taxes constitute close to 60% of public school revenue, with the percentage even greater in a significant number of districts; and

**WHEREAS**, a delay in payments from municipalities would result in a financial crisis for school districts, seriously disrupting the educational process—and bringing it to a halt; and

**WHEREAS**, although public school buildings are closed during the current health emergency, the education of our students is taking place through remote learning and home instruction; and

**WHEREAS**, continued timely transmission of school property taxes is critical for the education process to continue without interruption; and

**WHEREAS**, even though municipalities are designated as the authorities to collect property taxes, these taxes are levied for specific purposes—e.g., municipal, school, county, fire district—and these obligations must continue to be met; and

**WHEREAS**, as currently written, A-3902, which is intended to ease a financial burden on municipalities, would place a severe strain on school districts and the students and families that they serve; and

**WHEREAS**, the Berkeley Township Board of Education recognizes the impact of the current public health emergency on the state and local governments, as well as local school districts, but believes this legislation would worsen the situation for our communities.

**NOW, THEREFORE, BE IT RESOLVED** that the Berkeley Township Board of Education urges the State Senate and the Governor to oppose A-3902; and be it further

**RESOLVED**, that this resolution be delivered to Governor Phil Murphy, State Senate President Stephen M. Sweeney, Assembly Speaker Craig Coughlin; and the 9th Legislative District's representatives in the state Senate and General Assembly; and be it further

**RESOLVED**, that copies of this resolution be sent to the New Jersey School Boards Association.

**8. Safety Grant Application**

The Berkeley Township Board of Education hereby approves the submission of the grant application for the 2020 Safety Grant Program through the New Jersey School Insurance Group's MOCSSIF Subfund for the purposes described in the application in the amount of \$17,706.08 for the period of July 1, 2020 through June 30, 2021.

**XI. OLD BUSINESS**

None

**XII. NEW BUSINESS**

Mr. Ytreboe stated that there has been a smooth transition to virtual learning. He thanked Mr. Rieder and Mr. Conforti for being helpful and positive throughout the transition and also Mrs. Salmon for checking on students.

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

None

**XIV. EXECUTIVE SESSION**

None

**XV. ADJOURNMENT**

A motion was made by Mr. Pellecchia to adjourn the meeting. Second by Mr. MacMoyle. All in favor. Meeting adjourns at 7:17 p.m.

Respectfully submitted,



Laura Gingerelli, CPA, RSBA  
Business Administrator/Board Secretary