

I. CALL MEETING TO ORDER

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, January 24, 2023, at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, NJ. Mrs. Bacchione called the meeting to order at 7:01 p.m. Adequate notice of this meeting was given by publication in the Asbury Park Press on January 7, 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. Guarascio, Mr. MacMoyle, Mrs. Ornstein,
Mrs. Shedlock, Mrs. Trethaway, Mr. Ytreboe and Mrs. Bacchione

ABSENT: None

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

IV. SWEARING IN OF ELECTED BOARD MEMBER

Business Administrator/Board Secretary Tyler Verga administers the Oath of Office to Mr. James Coffey.

V. ROLL CALL

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

ABSENT: None

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

VI. PRESENTATIONS

- A.** Jerry W. Conaty, CPA, CFE, RMA, Partner of Holman Frenia Allison, PC gave a presentation reviewing the 2021-2022 Comprehensive Annual Financial Report.
- B.** Melissa Gallagher and Laurie Peters presented Start Strong test results.

VII. PRESIDENT'S REPORT

Good evening everyone.

First, I would like to thank our fellow board members for electing Mrs. Shedlock and myself President and Vice President again. We appreciate your faith in us to perform the duties to the best of our abilities.

It has been a busy January. Lots of new events and activities have taken place after the winter holidays. Mrs. Ornstein and Mrs. Trethaway have been in attendance at several of these events. Thank you both.

Mr. Verga has been working with the Buildings and Grounds Committee on a grant for work on the boilers at Bayville School. Mr. Bowens will go into more detail in his committee report.

Education, Personnel and Finance Committees have met this month as well. Reports will follow.

Ethics Oath has also been signed for each board member.

Thank you to the board for continually working towards improvements in our district for the betterment of our students and community.

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 COMMENT ON AGENDA ITEMS

None

X. COMMITTEE REPORTS

Education: Mrs. Shedlock reported that the Education Committee met on January 17, 2023 and discussed agenda items for approval.

Personnel: Mr. Ytreboe reported that the Personnel Committee met on January 17, 2023 and discussed all personnel agenda items.

Finance: Mr. MacMoyle reported that the Finance Committee met tonight, January 24, 2023 and reviewed all bills, claims and purchase orders for approval. Mechanic and Courier shared service agreements with Central Regional were also discussed.

Buildings and Grounds: Mr. Bowens reported that the Buildings and Grounds Committee met tonight, January 24, 2023 and discussed submitting the application for the R.O.D. Grant which if approved would provide a minimum of 40% of the funding for the boiler project at Bayville School.

XI. SUPERINTENDENT'S AGENDA

MOTION by Mrs. Shedlock that upon recommendation of the Superintendent, Items A1-A12 be approved.

SECOND by Mr. MacMoyle

ROLL CALL VOTE: (9 Ayes, 0 Nays, 1 Abstain) Mr. Guarascio Abstains on Item 4.
Motion carries.

A. PERSONNEL RESOLUTIONS

1. Retirements/Resignations

Recommend the Board accept the retirements/resignations of the following staff members:

Name	Position/School	Reason	Effective
a) Theresa Catalano	Asst. Cook - CBW	Retirement	7/1/23
b) Deborah Cerbone	Bus Aide - District	Retirement	7/1/23

2. New Hires

Recommend the Board approve the following new hires, in the position listed, for the 2022-23 school year, pending completed paperwork (effective date subject to change):

Name	Position/School	Effective	Salary
a) Clifford Schiel	P/T Custodian - HMP 4 hrs/evenings	TBD	Contractual
b) Jeanna Culp	G & T/Tech. - HMP	TBD	Contractual
c) Jennifer Craig	Physical Therapist - CST	TBD	Contractual

3. 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. #6736-Teacher-CBW:
Maternity leave of absence from 4/24/23 through 11/3/23.
- b) I.D. #6878-Aide-CBW:
Extension of medical leave of absence from 1/16/23 through 2/14/23
- c) I.D. #6549-Teacher-CBW:
Extension of leave of absence from 1/16/23 through 2/28/23.
- d) I.D. #7082-Aide-CBW:
Leave of absence from 1/10/23 through 1/27/23.
- e) I.D. #6616-Aide-BAY:
Medical leave of absence from 1/9/23 through 1/23/23.

4. Start Date

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

Name	Position	Effective
a) Rebecca Maurer	Spec. Ed. Aide - CBW	1/9/23
b) Regina Fisher	Bus Attendant - District	1/17/23
c) Cody Ertle	PS Relief Teacher - BAY	2/1/23
d) Jillian Bartlett	Spec. Ed. Aide - HMP	1/17/23

5. Substitutes

Recommend the Board approve the following substitute(s) for the assignment(s) listed for the 2022-2023 school year, pending completed paperwork:

Name	Position
a) Shannan Edler	Teacher
b) Donna Robinson	Clerical Worker
c) David Shenko	Teacher
d) Candice Fassett	Aide
e) Jenna Schaal	Nurse
f) Karl Jaccoud	Custodian
g) Hannah Costa	Aide
h) Chelsea Morrison	Clerical Worker/Aide
i) Cody Ertle	Teacher
j) Jessica Fleming	Bus Aide/Clerical Worker
k) Jessica LaMonica	Clerical Worker
l) Amanda Bower	Teacher
m) William Walker	Bus Aide
n) Nicole Sullivan	Aide

o) Monica Recio-Mendez	Aide
p) Jaclynn Thomas	Nurse

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

6. Math Family Nights

Recommend the Board approve the following teacher for 8 hours for Math Family Nights at the H. & M. Potter School to run from 4:30 pm - 7:30 pm on 2/23/23, 3/20/23, 4/27/23, & 6/6/23, paid through SIA Funds:

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

7. Revised Hours

Recommend the Board approve the following revised hours for Joanne Sabo, bus aide, for the remainder of the 2022-2023 school year, effective 1/25/23:

From	To
6:45 am - 9:30 am	6:30 am - 9:30 am

8. Coordinators, Sponsors & Clubs - Spring Cycle

Recommend the Board approve the Coordinators, Sponsors and Clubs for the Spring 2023 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
HMP	a) Kim Tacon, Coordinator & Sponsor	Magic Treehouse
	b) Erin LeBert	Karaoke (Group 1)
	c) Rebecca Melanson	Karaoke (Group 2)
	d) Michelle Smith	Cursive
	e) Tom Ettari	Minecraft

	f) Erin Miller	Crazy 8"s
	g) Tracy Foster	Unplugged
	h) Rebecca Melanson	Broadcast*
	i) Melanie Rebenski	Choreography*

(Club dates to run Thursdays: Mar. 2, 9, 16, 23, 30; Apr. 20, 27; May 4, 11, 18; Clubs with asterisk to run Tuesdays: Mar. 7, 14, 21, 28; Apr. 4, 18, 25; May 2, 9, 16 - before/after school for 1 hr.)

School	Sponsor	Club
CBW	a) Michelle Speidel, Coordinator & Sponsor	Legos/Building (Gr. 1/2)
	b) Ginessa Broome	Games (Gr. 1/2)
	c) Courtney Laird	Coloring & Crafts (Gr. 1/2)
	d) Chelsea Conaty	Directed Drawing/Art (Gr. 1/2)
	e) April Krajewski	Art (Gr. 3/4)
	f) Kristen Reiser	Sports (Gr. 3/4)
	g) Alexandria Vasilakis	Engineering/Bldg. (Gr. 3/4)
	h) Tracey Jarossy	Games (Gr. 3/4)

(Club dates to run Thursday's - Session A: Mar. 2, 9, 16, 23, 30; Session B: Apr. 20, 27; May 4, 11, 18 - after school for 1 hr. - 2:30 pm - 3:30 pm)

School	Sponsor	Club
BAY	a) Jackie Matteo, Coordinator & Sponsor	Musical Crafts (Gr. 1-4)
	b) Jenell Mitchell	Beading (Gr. 2-4)
	c) Lauren Treshock	Fun & Games (Gr. 2-4)
	d) Allison Mitchell	Board Games (Gr. 1-4)
	e) Daniella Pineno	Board Games (Gr. 1-4)
	f) Jackie Wright - Substitute Teacher (as needed)	
	g) Patricia Robinson - Substitute Teacher (as needed)	
	h) Kelly Smith - Substitute Teacher (as needed) (Substitute rate of pay)	
	i) Kecia Drake - Aide (as needed)	

	j) Megan Askew - Aide (as needed)	
	k) Brooke Russell - Aide (as needed)	
	l) Addie Campos - Aide (as needed)	

(Club dates to run Tuesdays & Thursdays: Session A: Mar. 2, 9, 16, 23 30; Session B: Apr. 20, 27; May 4, 11, 18 - before school for 1 hr. - 7:35 am - 8:35 am)

School	Sponsor	Club
BTE	a) Vicky Guy - Coordinator & Sponsor	Kickball
	b) Melissa Tomaini	Art
	c) Bonnie Brown	Minecraft
	d) Steve Poppe	Volleyball
	e) Aimee Zetell	Sports & Fitness

(Club dates to run Thursday's - Session A: Mar. 2, 9, 16, 23, 30; Session B: Apr. 20, 27; May 4, 11, 18 - after school for 1 hr. - 1:50 pm - 2:50 pm)

9. Student Teacher Placements

Recommend the Board approve the following Student Teacher Placements for the 2022-2023 school year:

Name	Assigned to	Start Date	Requirements
a) Dallas Rowley	Kristen Reiser - CBW	Spring Semester	180 Hours
b) Sydney Marconi	Rebecca Melanson - HMP	Spring Semester	300 Hours
c) Danielle Cutrone	Krista DesJardin - CBW	Spring Semester	175 Hours

10. ELA Family Nights

Recommend the Board approve the following teachers for ELA Family Nights to be held at BTE on 2/9/23 and a date in May, TBD, from 5:00 pm - 8:00 pm at their contractual rate of pay:

a) Laura Bale - CBW	◆k) Stephanie McClelland - BAY
b) Denise Mannarino - CBW	◆l) Robert Ernst - BAY
c) Jenna Fleming - CBW	◆m) Lorraine Johnson - BAY
d) Anita DeBenedictis - CBW	◆n) Thomas Ettari - HMP
◆e) Melanie Biscardi - BTE	◆o) Gina Boyles - HMP

◆f) Diane Steller - BTE	◆p) Valerie Rollis - HMP
◆g) Sharon Glenn - BTE	◆q) Tracy Foster - HMP
◆h) Kimberle Mitchell - BTE	◆r) Sandra Cotten - BAY
◆l) Laurie Peters - District	◆s) Erica Mannato - BAY
◆j) Diane Fraone - BAY	

◆Paid through Title I Grant Funding

11. Rescind Position

Recommend the Board rescind the appointment of Paul Lavecchia, Asst. Systems Analyst, assigned to the H & M Potter School, effective 1/18/23.

12. Acting Systems Analyst

Recommend the Board appoint Corey Catalano as acting System Analyst/Supervisor at a per diem rate of \$55.

XI. SUPERINTENDENT'S AGENDA

MOTION by Mr. Coffey that upon recommendation of the Superintendent Items B1-B3 be approved.

SECOND by Mr. Guarascio

ROLL CALL VOTE: (9 Ayes, 0 Nays, 0 Abstain) Motion carries.

B. OTHER BOARD ITEMS

1. HIB Report Update

0 HIB Investigations conducted/affirmed - Dec. 6, 2022 - Jan. 23, 2023

0 HIB's alleged from Dec. 6, 2022 - Jan. 23, 2023

1 Suspensions - Dec. 6, 2022 - Jan. 23, 2023

Reporting Period #1

0 HIB investigations conducted July, 2022 - Dec., 2022

0 HIB affirmed July, 2022 - Dec., 2022

0 Violence & Vandalism - July, 2022 - Dec., 2022

4 Suspensions - July, 2022 - Dec., 2022

2. Homebound Instruction

Recommend the Board approve Homebound Instruction for the following students, for a minimum of 2 weeks, for the 2022-2023 school year:

- a) I.D. #1000866 - Steve Poppe will provide instruction - not to exceed 10 hrs./wk.- effective 12/22/22.
- b) I.D. #998998 - Steve Poppe will provide instruction - not to exceed 10 hrs./wk. - effective 12/21/22.

3. Use of Facilities

Recommend the Board approve the following dates/activities for building use scheduled beyond custodial work hours, weekends or holiday breaks:

CBW

PTA - BINGO

Friday, March 3, 2023 - 3:00 pm - 10:30 pm

APR/Gym/Cafe

XII. BUSINESS ADMINISTRATOR'S AGENDA

MOTION by Mrs. Ornstein that upon recommendation of the Business Administrator Items 1-10 be approved.

SECOND by Mrs. Shedlock.

ROLL CALL VOTE: (9 Ayes, 0 Nays, 3 Abstain) Mr. Coffey abstains on Item 1b, Mr. Guarascio abstains on Item 3 and Mr. MacMoyle abstains on Items 1b and 3. Motion carries.

1. Minutes

RESOLVED that the minutes of the following meetings be approved:

- a) Minutes of the Regular Meeting held on December 6, 2022. **(Attachment 2)**
- b) Minutes of the Reorganization Meeting held on January 3, 2023. **(Attachment 3)**

2. Payment of Bills

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

Check number 51986 voided and replaced with check number 52302

Bills List dated January 24, 2023

Check numbers 52303-52444

\$1,101,522.04

(Attachment 4)

Purchase Orders numbered 23-1102 through 23-1323

\$2,829,080.73

(Attachment 5)

3. Payroll Approval

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

November 15, 2022

\$1,372,962.85

November 30, 2022

\$1,349,956.80

December 15, 2022

\$1,348,931.83

December 31, 2022

\$1,347,399.19

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the months of November and December 2022, be approved. **(Attachments 6 & 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 November 30, 2022 and December 31, 2022, 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 8 & 9)**

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 November 30, 2022 and December 31, 2022, and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement.

(Attachments 10 & 11)

7. Travel

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

Name	Seminar/Workshop (Registration &/or Mileage)	Dates	Not to Exceed
a) Andrea Cimino	ISTELive 23 Conference & Expo, Philadelphia, PA (registration & travel)	6/25-6/28/23	\$1000
b) Michael Colarusso	NJSHAPE Annual Convention, Princeton, NJ (registration)	2/27-2/28/23	\$275
c) Carol Kiersnowski	The Zones of Regulation Comprehensive Training Live Webinar (virtual) (registration)	2/27/23	\$220

8. Transportation

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

Host District	Student ID	Dates	School	Per Diem Rate
a) Central Regional	999891	9/6/22-6/21/23	Jackson Regional Day School	\$50.56
b) Central Regional	1001458	9/6/22-6/21/23	Jackson Regional Day School	\$50.56

9. Approval of 403b Plan Provider

Recommend that the Berkeley Township Board of Education approve Vanguard as a 403b Plan Provider effective January 24, 2023 and to restate 403b Retirement Plan documents to reflect the same. (**Attachment 12**)

10. R.O.D. Grant Application

Recommend that the Berkeley Township Board of Education authorizes Settembrino Architects to submit the following capital improvement project:

Boiler Replacement at Wing 'D' at:	Bayville Elementary School
NJDOE Project No:	29-0320-020-23-1000

The District is submitting this application for R.O.D. Grant Funding.

1/24/23

XIII. OLD BUSINESS

Mrs. Bacchione gave an update on the living garden proposal that was presented to the board in December. They would like to present more information in the fall and possibly start the project next year.

XIV. NEW BUSINESS

None

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, 7:35 p.m. for the purpose of a personnel matter. Second by Mrs. Shedlock. No action will be taken after the Executive Session concludes. All in favor.

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 7:35 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tyler Verga', with a long, sweeping horizontal line extending to the right.

Tyler Verga, CPA
Business Administrator/Board Secretary