

## **I. CALL MEETING TO ORDER**

A Berkeley Township Board of Education Regular Meeting was held on Wednesday, March 18, 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.

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. Advance notice was received such that a quality telephone connection has been established. Board Members shall be counted in the quorum.

## **II. FLAG SALUTE**

The meeting was opened with a salute to the flag.

## **III. ROLL CALL**

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

**ABSENT:** None

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

## **IV. PRESIDENT'S REPORT**

Good evening everyone. I'll be brief. Amid this crisis, the Board along with Dr. Roselli has had to make some very tough decisions. This is uncharted territory for everyone. So please bear with us and be patient as we work together to do the right thing for the District while ensuring the health and safety of our students as our first priority.

March 2nd was Read Across America. Several board members read to classrooms. I feel this is always one of the highlights of our year.

Please be smart, stay safe and healthy. 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**

**Education:** Mrs. Shedlock reported that the Education Committee met on Tuesday, March 10, 2020 and discussed the following items:

6th Grade Graduation: No date is set at this time. We will set a date in April

Expansion Study Update: Laura is working on getting the demographer, feasibility study and if we would need to expand a school. If any expansion is needed, CBW seems to be the easiest school to expand for the preschool program.

**Personnel:** Mr. Ytreboe reported that the Personnel Committee met on March 10, 2020. Agenda items 1-8 were discussed and reviewed for tonight's meeting.

**Finance:** Mr. Cammarato reported that the Finance Committee received all required documents for review. All bills, claims and purchase orders were reviewed and approved.

**VIII. SUPERINTENDENT'S AGENDA**

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

**SECOND** by Mr. Pellechia

**ROLL CALL VOTE:** (9 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) Michelle Psaras	Spec. Ed. Aide - PSD - HMP	Resignation	3/6/20

**2. New Hires**

Recommend the Board approve the following new hires, in the position listed:

<b>Name</b>	<b>Position</b>	<b>Salary</b>
<b>a) Stephanie Caton*</b>	Spec. Ed. Aide - BD - BTE - 6 hrs./daily	Contractual
<b>b) Courtney Gesualdo*</b>	Spec. Ed. Aide - PSD - HMP 6 hrs./daily	Contractual

**\*Effective date TBD when school reopens**

**3. 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. #6312-Teacher-CBW: (DeLorenzo)**  
Extension of leave of absence from 3/2/20 and continuing through 3/13/20.

**4. Substitute(s)**

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

<b>Name</b>	<b>Position</b>
<b>a) Marissa Dragotti</b>	Clerical Worker
<b>b) Sandy Hollan</b>	Clerical Worker
<b>c) Kimberley Bucceroni</b>	Teacher/Aide/Clerical Worker
<b>d) Jessica Graham</b>	Aide
<b>e) Anita Moore</b>	Teacher
<b>f) Michelle Psaras</b>	Teacher/Aide
<b>g) Zachary Bechtle</b>	Teacher
<b>h) Melisa Lefkus</b>	Clerical Worker/Bus Attendant
<b>i) Patrick O'Donnell</b>	Teacher/Aide
<b>j) Kristen Mackown</b>	Teacher/Aide/Clerical Worker

k) Nina Barletta	Aide/Clerical Worker
l) Mark Kowalski	Teacher/Aide

## 5. Long-term Substitute

Recommend the Board **rescind** the appointment of Mindy Barrett as the long-term substitute for I.D. #4335-Teacher-BTE from 2/26/20-3/31/20.

## 6. Teacher Mentor

Recommend the Board approve the following teacher to perform as a Mentor, at the stipend listed, to be paid by the Mentee, effective 2/1/20:

Mentor	Mentee	Stipend
a) Heather Ettari	Jennifer Krebs	Pro-rated: \$266.66

## 7. Stokes Chaperones

Recommend the Board approve the following staff members as Stokes Chaperones for the class trips scheduled for June 1-5, 2020:

A. JUNE 1-3, 2020 - ONLY	B. JUNE 1-5, 2020 - ALL WEEK	C. JUNE 3-5, 2019 ONLY
a) Heather Melanson b) Kim Hurley c) Paige DeDeyn d) Brianna Pastrick e) Alyssa Ringel f) Morissa Powell g) Kim Mitchell h) Tyler Kelly i) Shannon Ponticelli  j) Scott Selby - DARE Officer k) Amanda Miller - Nurse - NJ School of Conservation	a) Dan Cooney* b) Luke Hurley* c) Kathy Palagonia* d) Mike Peterson e) Mike Colarusso f) Brian Harkavy g) CJ Herdt h) Mitch Lange i) Chris Hensel j) Jason Mroczka k) Jacob Hastick l) Lisa Spano m) Joan Jeffers n) Tracy Smith o) Ann Hensel p) Diane Skowronski q) Marie Taylor r) Laura Hastick s) Nina Britton	a) Sharon Ofsanko b) Bonnie Brown c) Adrienne Moroney d) Jaime Poggioli e) Evelyn Mahoney f) Christie Ackerman g) Marc Troccola  h) Brian Woermer - BTPD i) Tina Rezai - Sub Nurse - BTSD

	<b>t)</b> Jackie Wright <b>u)</b> Melissa Stierle <b>v)</b> Jen Herner <b>w)</b> Isa Appignani <b>x)</b> Allison Mitchell <b>y)</b> Tracey Jarossy <b>z)</b> Yvonne Desch <b>aa)</b> Danielle Stesner <b>bb)</b> Holly Lantz <b>cc)</b> Regina Avenoso <b>dd)</b> Kristen Reiser <b>ee)</b> Jenifer Bell <b>ff)</b> Tamara Post <b>gg)</b> Trevor Palagonia <b>hh)</b> Peg Crawford	
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**\*Co-coordinator & Chaperone**

## 8. 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:

<b>I.D. #</b>	<b>Grade</b>	<b>School</b>
<b>a)</b> 999284 - (Returning)	5	BTE
<b>b)</b> 999758 - (Returning)	3	BAY
<b>c)</b> 999920 - (Returning)	6	BTE
<b>d)</b> 999922 - (Returning)	5	BTE
<b>e)</b> 1000125 - (Returning)	2	CBW
<b>f)</b> 997967 - (Returning)	6	BTE
<b>g)</b> 018 - (New)	K	BAY
<b>h)</b> 019 - (New)	K	HMP

**MOTION** by Mr. Pellecchia that upon recommendation of the Superintendent Items B1-B5 be approved.

**SECOND** by Mrs. Shedlock

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

**B. OTHER BOARD ITEMS**

**1. HIB Report Update**

  0   HIB Investigations conducted/affirmed - Feb. 25, 2020 - Mar. 17, 2020  
  0   HIB's from Feb. 25, 2020 - Mar. 17, 2020  
  2   Suspensions - Feb. 25, 2020 - Mar. 17, 2020

**2. Homebound Instruction**

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

I.D. #999314 - eff. 2/12/20 - 3/13/20 -Kathryn Moyer will provide  
instruction not to exceed 5 hrs./week.

**3. Donation**

Recommend the Board approve the acceptance of \$5421 from the Bayville BPOE Lodge 2394 Inc to pay off all school lunch accounts.

**4. Second Reading of ByLaws/Policies/Regulations**

Recommend the Board approve the Second 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

**5. Job Description**

Recommend the Board approve the job description for "Behavior Technician". (**Attachment 2**)

**IX. BUSINESS ADMINISTRATOR'S AGENDA**

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

**SECOND** by Mrs. Shedlock

**ROLL CALL VOTE:** (9 Ayes, 0 Nays, 3 Abstain) Mr. Fisher Abstains on Item 3, Mr. Guarascio abstains on Items 1 & 3, Mr. MacMoyle Abstains on Item 3. Motion carries.

**1. Minutes**

- a) RESOLVED that the minutes of the Regular Meeting held on February 25, 2020 be approved. **(Attachment 3)**
- b) RESOLVED that the minutes of the Executive Session held on February 25, 2020 be approved. **(Attachment 4)**

**2. Payment of Bills**

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

*Check numbers 47321 and 47574 voided and replaced with check numbers 47586-47587*

Bills List #1 dated March 18, 2020	
Check numbers 47588 through 47699	\$1,014,092.64

Bills List #2 dated March 18, 2020	
Check numbers 47700 through 47706	\$ 1,919.03
<b>(Attachments 5&amp;6)</b>	

Purchase Orders numbered 20-01482 through 20-01596	\$ 490,606.92
<b>(Attachment 7)</b>	

**3. Payroll Approval**

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

February 15, 2020	\$1,220,292.47
February 29, 2020	\$1,200,161.70

**4. Appropriation Transfers**

BE IT RESOLVED that the Appropriation Transfers for the month of February 2020, be approved. **(Attachment 8)**

**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 February 29, 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 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 month ended February 29, 2020 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachment 10)**

**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) Various	"Professional Development Hours at Stockton University" (paid through IDEA Funds)	3/2020-3/2021	\$8,342
b) Beth Persong	Semi Spring Regional Workshop, Trenton, NJ (mileage)	4/3/2020	\$30
c) Kristen Gray	Vision Techniques for Eye Movement Disorders Associated with Autism, ADHD, Dyslexia & other Neurological Disorders, Edison, NJ (registration - paid through IDEA Funds)	4/24/2020	\$225
d) Victoria Petruzzello	Vision Techniques for Eye Movement Disorders Associated with Autism, ADHD, Dyslexia & other Neurological Disorders, Edison, NJ (registration - paid through IDEA Funds)	4/24/2020	\$225
e) Michael Conforti	NJDOE Workshop "Continuity of Operations Planning", Vineland, NJ (mileage)	4/30/2020	\$50

**8. Cooperative Pricing System Agreement - NJEdge.Net, Inc.**

RESOLVED that the Berkeley Township Board of Education enter into a cooperative pricing agreement with NJEdge.Net, Inc. as per the attached resolution. **(Attachment 11)**



**XIII. ADJOURNMENT**

A motion was made by Mr. Guarascio to adjourn the meeting. Second by Mr. Pellecchia. All in favor. Meeting adjourns at 7:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "L. Gingerelli".

Laura Gingerelli, CPA, RSBA  
Business Administrator/Board Secretary

**MOTION** by Mr. Cammarato that upon recommendation of the Business Administrator Item 9 be approved.

**SECOND** by Mr. Fisher

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

**9. 2020-2021 Tentative Budget**

BE IT RESOLVED that the Board approve the tentative budget for the FY 2020-21 School Year for submission to the Executive County Superintendent for review:

	<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 a meeting will be held at the Berkeley Township Elementary School, 10 Emory Avenue, Bayville, New Jersey on April 28, 2020 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2020-21 School Year; and

BE IT FURTHER RESOLVED that travel expense for the 2020-21 School Year shall not exceed \$50,000.

**X. OLD BUSINESS**

None

**XI. NEW BUSINESS**

None

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

A member of the public expressed concerns regarding LGBTQ curriculum implementation in September. She has five children in our schools and is thrilled with our Administration, however, public schools should be neutral in nature and not force views on anyone. There should be an opt out option.