

**I. CALL MEETING TO ORDER**

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, March 23, 2021, 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 9, 2021 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 as well as a moment of silence for the victims of the shootings in Boulder, Colorado and well wishes for Gerald Duggan's speedy recovery.

**III. ROLL CALL**

**PRESENT:** Mr. Bowens, Mr. MacMoyle, Mr. Pellecchia, Mrs. Shedlock,  
Mrs. Trethaway, 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. PRESENTATION**

Board President Mrs. Bacchione presented plaques and a certificate to Mrs. Gingerelli to congratulate her on being chosen as a recipient of the Distinguished Service Award from the New Jersey Association of School Business Officials.

**V. PRESIDENT'S REPORT**

Good Evening. Happy Spring. I think I can speak for everyone when I say how happy we are to be in school 5 days a week. This is, hopefully, a step on our way back to normal.

February 25th was the Pandemic Response meeting in all of the schools to keep parents, staff and the community informed of all changes within the District, the CDC and Department of Education. Thank you to the Principals and Assistant Principals for hosting the meetings.

The first week of March was Read Across America week. As board members, reading to the classrooms is always a highlight of our year. This year several of us read to classes virtually by making videos. It wasn't as much fun as in person, but we made the best of it. Thank you to all who participated.

Congratulations to Mrs. Gingerelli for receiving the Distinguished Service Award from the New Jersey Association of School Business Officials. Hopefully you will be able to accept the award in person.

This concludes the President's report. Thank you.

## **VI. APPOINTMENT OF BOARD MEMBER**

RESOLVED that the Berkeley Township Board of Education appoint James Coffey to fill the board vacancy.

**MOTION** by Mr. Pellecchia to appoint James Coffey as a new board member.

**SECOND** by Mr. MacMoyle

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

## **VII. SUPERINTENDENT'S REPORT**

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

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

None

## **IX. COMMITTEE REPORTS**

**Finance:** Mr. MacMoyle reported that the Finance Committee met on Thursday, March 11, 2021 via phone conference to review the budget. He congratulated Mrs. Gingerelli on her award.

**Education:** Mrs. Shedlock reported that the Education Committee met on Tuesday, March 16, 2021. The following items were discussed:

Revised Restart/Recovery Plan

- We currently have our students attending school 5 days a week in person since March 8th. So far, attendance has been great with 97.09% of students attending regularly.

Summer Curriculum Writing

- Since the summer curriculum writing will be virtual, we will be "sending" the necessary teachers to assist in the county wide curriculum writing. This will allow us to have the same curriculum as other districts in Ocean County for art, music, guidance, gym, world language and gifted and talented.

World Language Teacher

- We will need to begin to phase in World Language into the lower elementary schools, not just the upper elementary school, BTES.

STEAM After School Program

- We are going to proceed with the after school STEAM program that is funded with grant money.

State Testing

- At this point, there will still be state testing. There are not clear guidelines as to how it is going to be administered for all virtual students. We are hoping the guidelines will come out shortly.

**X. SUPERINTENDENT'S AGENDA**

**MOTION** by Mr. MacMoyle that upon recommendation of the Superintendent Items A1-A10 be approved.

**SECOND** by Mrs. Trethaway

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

**A. PERSONNEL RESOLUTIONS**

**1. Resignation/Retirement**

Recommend the Board accept the resignation of the following staff member:

Name	Position/School	Reason	Effective
a) Perry J. Hibbs, Jr.	Custodian - BAY	Resignation	3/26/21

**2. New Hires**

Recommend the Board approve the following new hires, in the positions listed, for the remainder of the 2021 school year, pending completed paperwork:

Name	Position	Effective	Salary
a) Nicole Fisher	Cafe Aide - BAY	TBD*	Contractual
b) Michelle Laskowski	Cafe Aide - CBW	TBD*	Contractual
c) Kelly Malloy	Bus Aide - Transportation	TBD	Contractual

\*Pending commencement of serving student lunches

**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. #4350-Clerical Worker-CST:  
Medical leave of absence to start 5/17/21 and continue through 8/18/21.
- b) I.D. #4300-Teacher-CBW:  
Extension of medical leave of absence from 5/3/21 through 6/18/21.

- c) I.D. #6777-Teacher-CBW:  
Maternity leave of absence to start 4/26/21 and continue through 10/31/21.
- d) I.D. #4945-Clerical Worker-CST:  
Medical leave of absence to start 3/30/21 and continue through 6/30/21.
- e) I.D. #5455-Teacher-CBW:  
Medical leave of absence to start 3/22/21 and continue through 4/16/21.
- f) I.D. #6120-Mechanic-Trans:  
Medical leave of absence to start 3/15/21 and continue through 4/5/21.
- g) I.D. #4698-Teacher Aide-HMP:  
Extension of medical leave of absence from 3/22/21 through 4/30/21.
- h) I.D. #6546-Teacher-HMP:  
Maternity leave of absence to start 3/16/21 and continue through 6/30/21.

#### 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) Tyler Kelly	Teacher

#### 5. Project Starfish Changes

Recommend the Board approve the following changes for Project Starfish staff:

Name	From	To	Effective
a) Megan Faljean*	25 hours	38 hours (+13 hours)	Retro from 3/1 - 6/30/21
b) Maria Rosen♦	34 hours	39 hours (+5 hours)	Retro from 1/1 - 6/30/21
c) Lisa Werner♦	33 hours	41 hours (+8 hours)	Retro from 3/1 - 6/30/21
d) All bus drivers as subs	As needed		Retro from 1/1 - 6/30/21

\* Covering remaining days scheduled for Sharon Madore (bus run interfered with availability).

♦ Splitting remaining sessions scheduled for Lori Arnold (bus runs would put her over 40 hours) who completed 20 hours total through 3/2/21.

## 6. Eligibility of Non-Resident Pupils

Recommend the Board approve attendance at the Berkeley Township Schools for the following non-resident pupils for the 2021-2022 school year:

I.D. #	Grade	School
a) 027 (new)	K	HMP
b) 028 (new)	K	HMP
c) 029 (new)	K	HMP
d) 030 (new)	2	HMP
e) 031 (new)	K	CBW

### Returning Students

f) 999284	6	BTE
g) 999758	4	BAY
h) 1000125	3	CBW
i) 1001494	1	BAY
j) 1001555	1	HMP
k) 1001530	6	BTE
l) 1001522	4	BAY
m) 1001611	1	HMP
n) 1001606	2	BAY
o) 1001595	5	BTE
p) 999219	5	BTE
q) 999350	5	BTE
r) 1001642	1	CBW
s) 1000478	2	HMP
t) 1000477	2	HMP
u) 999922	6	BTE

**7. Teacher Mentor**

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

<b>Mentee</b>	<b>Mentor</b>	<b>Stipend</b>
a) Jennifer Krebs	Kathleen Dorso	\$500 over 15 weeks

**8. Transfers**

Recommend the Board approve the following teacher transfers, effective 4/1/21:

<b>Name</b>	<b>From</b>	<b>To</b>
a) Leah Bale	HMP - Kdg.	HMP - Gr. 1 (virtual)
b) Linda Madden	HMP - Gr. 1 (virtual)	HMP - Kdg.

**9. Summer Curriculum Writing**

Recommend the Board approve the following summer writing positions for the purpose of updating to new NJSLS regulations: (Account #11-120-100-101-07-0001)

<b>Name/School</b>	<b>Subject</b>	<b>Hours</b>	<b>Rate</b>
a) Jackie Wright - BAY	Music	20	\$41.61
b) Christopher Hensel - HMP	Music	20	\$41.61
c) Nicole Ettari - BAY	Art	20	\$41.61
d) Joan Richie - HMP	Art	20	\$41.61
e) Michael Colarusso - HMP	PE	20	\$41.61
f) Kristen Reiser - CBW	PE	20	\$41.61
g) Rebecca Melanson - HMP	Career	20	\$41.61
h) Stacy Kakos - BTE	Career	20	\$41.61
i) Melissa Davenport - CBW	G & T	20	\$41.61
j) Regina Avenoso - BAY	G & T	20	\$41.61

**10. After School STEAM Program**

- a) Recommend the Board approve the following teachers for the After School STEAM Program, paid through Title I Reallocation Funds:

Name/School	Hours	Rate
1) Jackie Gravely - BAY	18	\$41.61
2) Meredith Trembulak - BAY	18	\$41.61
3) Thomas Ettari - HMP	18	\$41.61
4) Tara O'Brien - HMP	18	\$41.61

- b) Recommend the Board approve the following teachers for the After School STEAM Program, at the contractual rate of pay: (Account #11-120-100-101-07-0001)

Name/School	Hours	Rate
1) Melissa Davenport - CBW	18	\$41.61
2) Michelle Conforti - CBW	18	\$41.61
3) Hanna Wieczorek ♦ - BTE	18	\$41.61
4) Sharon Ofsanko ♦ - BTE	18	\$41.61

♦ Paid through Title 4 Grant Funding

**11. Basic Skills Spring Information Night**

Recommend the Board approve the following teaching staff members for Basic Skills Spring Information Night, three (3) hours (dates to be determined), at the contractual rate of pay: (Account #11-230-100-101-07-0001)

a) Melanie Biscardi - CBW	g) *Kimberle Mitchell - BTE
b) Laura Bale - CBW	h) * Diane Steller - BTE
c) Denise Mannarino - CBW	i) *Laurie Peters - BAY
d) ♦Thomas Ettari - HMP	j) *Meera Malik - BAY
e) ♦Gina Boyles - HMP	k) *Robert Ernst - BAY
f) ♦ Valerie Rollis - HMP	

♦Paid through Title I Grant Funding      \*Paid through Title I SIA Part A Grant Funding

**X. SUPERINTENDENT'S AGENDA**

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

**SECOND** by Mrs. Trethaway

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

**B. OTHER BOARD ITEMS**

**1. HIB Report Update**

\_0\_ HIB Investigations conducted/affirmed - Feb. 23, 2021 - Mar. 22, 2021  
\_0\_ HIB's from Feb. 23, 2021 - Mar. 22, 2021  
\_0\_ Suspensions - Feb. 23, 2021 - Mar. 22, 2021

**2. Services for the NJ Commission for the Blind 2020-2021**

Recommend the Board approve the following student to receive services from the NJ Commission for the Blind at the level and cost listed, for the 2020-2021 school year:

a) I.D. #1001673	Level 1	\$2,100
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**3. First Reading of New/Revised ByLaws/Policies/Regulations**

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

**FIRST READING:**

Policy 1643	Family Leave (New/Mandated)
Policy 2270	Religion In Schools (Revised/Recommended)
Policy 2431.3	Heat Participation Policy For Student-Athlete Safety (Revised/Mandated)
Policy 2622	Student Assessment (Revised/Mandated)
Policy/Reg. 5111	Eligibility of Resident/Non-Resident Students (Revised/Mandated)
Policy/Reg. 5200	Attendance (Revised/Mandated)
Policy/Reg. 5320	Immunization (Revised/Recommended)
Policy 5610	Suspension (Revised/Mandated)
Regulation 5610	Suspension Procedures (Revised/Mandated)
Policy 5620	Expulsion (Revised/Mandated)
Policy/Reg. 8320	Personnel Records (Revised/Mandated)



**ABOLISH**

Policy 3431.1	Family Leave/Teaching Staff
Policy 4431.1	Family Leave/Support Staff
Policy 3431.3	NJ Family Leave Insurance Program/Teaching Staff
Policy 4431.3	NJ Family Leave Insurance Program/Support Staff

**4. Revised Restart and Recovery Plan**

Recommend the Board approve the Revised Restart and Recovery Plan.

**XI. BUSINESS ADMINISTRATOR'S AGENDA**

**MOTION** by Mr. MacMoyle that upon recommendation of the Business Administrator Items 1-6 be approved.

**SECOND** by Mr. Pellecchia

**ROLL CALL VOTE:** (7 Ayes, 0 Nays, 3 Abstain) Mr. MacMoyle Abstains on Item 3, Mr. Pellecchia Abstains on Item 1 and Mr. Ytreboe Abstains on Item 1. Motion carries.

**1. Minutes**

- a) RESOLVED that the Minutes of the Regular Meeting held on February 23, 2021 be approved. **(Attachment 3)**
- b) RESOLVED that the Minutes of Executive Session 1 held on February 23, 2021 be approved. **(Attachment 4)**
- c) RESOLVED that the Minutes of Executive Session 2 held on February 23, 2021 be approved. **(Attachment 5)**

**2. Payment of Bills**

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

*Check numbers 49019 and 49125 voided and replaced with check numbers 49174 through 49176.*

Bills List dated March 23, 2021	
Check numbers 49177 through 49290	\$1,231,924.03
<b>(Attachment 6)</b>	

Purchase Orders numbered 21-01125 through 21-01362	\$1,760,338.54
<b>(Attachment 7)</b>	

**3. Payroll Approval**

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

February 15, 2021	\$1,230,041.42
February 28, 2021	\$1,295,376.47

**4. Appropriation Transfers**

BE IT RESOLVED that the Appropriation Transfers for the month of February 2021, 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 28, 2021, 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 28, 2021 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachment 10)**

**MOTION** by Mrs. Shedlock that upon recommendation of the Business Administrator Items 7-10 be approved.

**SECOND** by Mr. Bowens

**ROLL CALL VOTE:** (7 Ayes, 0 Nays, 0 Abstain)

**7. Transportation Contract**

Recommend that the Berkeley Township Board of Education enter into a parent transportation contract to transport student #1001673 to Hawkswood School, Eatontown, NJ, at the rate of \$250 per diem effective March 15, 2021.

**8. Account Closure**

Recommend that the Berkeley Township Board of Education approve closure of Ocean First Bank Account # XXXXXXXX2371.

**9. 2021-2022 Tentative Budget**

BE IT RESOLVED that the Board approve the tentative budget for the FY 2021-22 School Year for submission to the Executive County Superintendent for review:

	<b>Budget</b>	<b>Local Tax Levy</b>
Total General Fund	\$36,153,554	\$30,275,640
Total Special Revenue Fund	6,597,354	N/A
Total Debt Service Fund	<u>1,977,875</u>	<u>1,977,875</u>
Totals	\$44,728,783	\$32,253,515

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 27, 2021 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2021-22 School Year; and

BE IT FURTHER RESOLVED that travel expense for the 2021-22 School Year shall not exceed \$57,000.

**10. Bus Use for Soccer Tournament**

Recommend that the Berkeley Township Board of Education approve the use of two district school buses (B10 and B25) on March 27 & 28, 2021, for the Berkeley Township Recreation Department to transport soccer teams during the BSA/JSU Spring Premier Cup from Central Regional Middle School to Eastern Sports Complex.

**XII. OLD BUSINESS**

None

**XIII. NEW BUSINESS**

None

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

None

**XV. ADJOURNMENT**

A motion was made by Mr. MacMoyle to adjourn the meeting. Second by Mr. Pellecchia. All in favor. Meeting adjourns at 7:13 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