

I. CALL MEETING TO ORDER

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, January 28, 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.

II. FLAG SALUTE

The meeting was opened with a salute to the flag and a moment of silence for the Central Regional Student struck and killed by a car.

III. ROLL CALL

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

ABSENT: Mr. Bowens

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

IV. PRESIDENT'S REPORT

Good evening everyone. Happy 29th Birthday to our longest running board member Steve Pellecchia.

I would like to thank everyone for nominating me as President for another year. I look forward to working together. Special thank you to Mr. Cammarato for his work as Vice President last year. His hard work and dedication to the board are an example for us all. Congratulations to Ms. Shedlock for being nominated as Vice President.

Last year the board committees ran so well we decided to keep all chairs the same. Thank you all for your efforts.

If you noticed on our District Facebook page yesterday, there was a reminder posted regarding safety and school buses. Some parents have expressed concerns about drivers not following the proper procedures at bus stops. The safety of our students is much more important than being a few minutes late to your destination. Please contact the police when drivers are careless or aggressive around buses.

So far we have had a very mild winter. Cross your fingers and hope the weather continues with no snow days.

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 January 22, 2020. Dr. Zito filled us in on the In-Service day that was held on Monday, January 20, 2020. We discussed the CAR grant (Connected Action Roadmap) for ELA and Mathematics. This grant is allowing five reps per building, one per grade level, to attend training in March at the NJPSA to help us align our curriculum to that of the State of New Jersey. We also discussed our strategic planning and what it means for the community. We are hoping for a good turnout and parental involvement to help strengthen the program.

Personnel: Mr. Ytreboe reported that the Personnel Committee met on January 22, 2020. Agenda items 1-14 were discussed and reviewed for tonight's meeting.

Policy: Mr. MacMoyle reported that the Policy Committee met tonight, January 28, 2020 and reviewed the first reading of the Policies/Regulations that are on the agenda for tonight's meeting.

Finance: Mr. Cammarato reported that the Finance Committee met on January 22, 2020. All bills, claims and purchase orders were reviewed and approved. The district website will shortly be migrated back to the previous platform.

Buildings and Grounds: Mr. Fisher reported that the Buildings and Grounds Committee met tonight, January 28, 2020. Preschool expansion was discussed concerning where to best fit the four new classrooms.

VIII. SUPERINTENDENT'S AGENDA

MOTION by Mr. Pellecchia that upon recommendation of the Superintendent Items A1-A14 be approved.

SECOND by Mr. Fisher

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) Tami Condit	Keyboarding Clerk 2	Retirement	3/1/20
b) Susan Steele	Cook - HMP	Retirement	7/1/20
c) Anne Marie Giannico	Teacher Aide - BAY	Retirement	5/1/20
d) Claudine Fetzer	Speech Therapist - BTE	Resignation	3/22/20
e) Patricia Olsen	School Nurse - HMP	Resignation	3/20/20

2. 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. #6320-Aide-CBW:
Medical leave of absence starting 12/10/19 and continue through 1/15/20.
- b) I.D. #6312-Teacher-CBW:
Leave of absence starting 1/22/20 and continue through 3/1/20.
- c) I.D. #5480-Clerical-BTE:
Extension of medical leave starting 1/17/20 and continue through 2/7/20.
- d) I.D. #4766-Trans.-District:
Medical leave of absence to start 2/21/20 and continue through 5/21/20.

3. Substitutes

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

Name	Position
a) Jennifer Cattonar	Aide/Clerical Worker
b) Stephanie Caton	Clerical Worker
c) Kathryn Keim	Teacher/Aide
d) Oscar Sanchez	Aide
e) Sheri Williams	Aide/Clerical Worker
f) Mark Piervicenti	Aide/Bus Attendant
g) Marissa Dragotti	Teacher/Aide
h) Claudine Parga	Teacher
i) Christine Cherena	Teacher/Aide/Clerical Worker
j) Lauren Platt	Teacher
k) Effie Xanthacos	Aide
l) Susan Cameron	Aide

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

4. Substitute Bus Driver

Recommend the Board approve Robert Kaminski as a substitute bus driver for a guaranteed minimum of 4 hours daily, at the rate of \$21/hr., for the remainder of the 2019-2020 school year, effective 1/29/2020.

5. Long-term Substitutes

a) Recommend the Board **rescind** the appointment of Heather House as the long-term substitute for I.D. #6089-Teacher-BTE from 2/14/20-5/5/20.

b) Recommend the Board approve the following long-term substitutes 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
1) Melissa Brescia	I.D. #5507-Teacher - BTE	1/15/20 - 4/15/20
2) Meghan Roth	I.D. #6312 -Teacher - CBW	1/22/20 - 3/2/20
3) Lauren Platt	I.D. #6089 - Teacher - BTE	2/14/20 - 5/5/20

6. Start Dates

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

Name	Position	Effective
a) Sharon Levine	School Psychologist - CST	2/4/20
b) Dana Keene	Spec. Ed. Teacher - BD - BTE	2/10/20
c) Amanda Bevacqua	Spec. Ed. Aide - LLD - BAY	1/16/20
d) Anne Dressler	Spec. Ed. Aide - PSD - HMP	1/13/20

7. Drama Club Support

Recommend the Board approve Brian Harkavy for Drama Support, at the contractual rate of pay, not to exceed 10 hours, for the months of January to April, 2020.

8. Change of Mentor

- a) Recommend the Board **rescind** the following Teacher Mentor:

Mentor	Mentee
JoAnn Donachy	Daniella Pineno

- b) Recommend the Board approve the following Teacher Mentor:

Mentor	Mentee
Danielle Austin	Daniella Pineno

9. Student Teacher Placements

Recommend the Board approve the following student teacher placements for the 2019-2020 school year:

Name	Assigned To	Start Date	Requirements
a) Jaycee Manto	Lisa Starr - HMP	Spring Semester	50 Hours-Observation
b) Emily Gilson	Jill Kramer - CBW	Spring Semester	50 Hours-Observation

10. Internship

Recommend the Board approve Rita M. Law, a LDTC student at Rutgers Graduate School of Education, to complete her internship, under the direction of Charissa , Palazzo, LDTC for the district, effective 1/29/2020 through 6/1/2020.

11. After School Clubs Staff

a) Recommend the Board approve the following staff member for the after school Helping Hands Club, to run for ten (10) weeks, one day a week for one hour, at the contractual rate of pay, effective 2/3/2020:

1) Katie Rhinehart - Spec.Ed. Aide - CBW

b) Recommend the Board approve the following staff member as a substitute for the after school STEM Club, one (1) hour per session, at the contractual rate of \$41.61, paid through Title IV Funds:

1) Tracey Jarossy - CBW

12. Settlement

Recommend the Board approve the Grievance Settlement for employee I.D. #5547.

13. Change of Position

Recommend the Board approve a change of position for the following employees:

Name	From	To
a) Tammy Higgins*	Keyboarding Clerk 2	Acting Supv. of Transportation
b) Stacy Sura	Spec. Ed. Aide - PSD - HMP	Spec. Ed. Aide - BD - HMP - 1:1

*Effective 2/1/2020

14. Custodial Assignments & Work Hours

Recommend the Board approve the updated assignments and work hours for the custodial staff, for the remainder of the 2019-2020 school year. **(Attachment 2)**

B. OTHER BOARD ITEMS

MOTION by Mrs. Shedlock that upon recommendation of the Superintendent Items B1-B10 be approved.

SECOND by Mr. Guarascio

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

1. HIB Report Update

0 HIB Investigations conducted/affirmed - Dec. 4, 2019 - Jan. 27, 2020

0 HIB's from Dec. 4, 2019 - Jan. 27, 2020

7 Suspensions - Dec. 4, 2019 - Jan. 27, 2020

Reporting Period #1

0 HIB investigations conducted July, 2019 - December, 2019

0 HIB affirmed July, 2019 - December, 2019

0 Violence & Vandalism - July, 2019 - December, 2019

9 Suspensions - July, 2019 - Dec., 2019

2. Services for the NJ Commission for the Blind 2019-2020

Recommend the Board approve the following students to receive services from the NJ Commission for the Blind at the levels and costs listed, for the 2019-2020 school year:

I.D. #998192 - Level 1 - \$1,900
I.D. #999132 - Level 1 - \$1,900
I.D. #1000563 - Level 1 - \$1,900

3. Homebound Instruction

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

I.D. #999143 - eff. 1/28/20 - Shannon Ponticelli will provide instruction max. 5 hrs/week
for a minimum of two weeks.

4. Acceptance of Grant

Recommend the Board approve the district's participation in the Strengthening, Leading and Learning Grant funded through a partnership with the NJ Department of Education, the Overdeck Family Foundation and the Foundation for Educational Administration.

5. Donors Choose

Recommend the Board approve the fundraising campaigns for the following:

- a) Danielle Stesner - HMP - Gr. 2
- b) Heather Melanson - CBW - Gr. 1

6. Additional Field Trip

Recommend the Board approve the following additional field trip for the 2019-2020 school year:

We Rock The Spectrum
299 Route 9, Unit 4
Waretown, NJ

7. First Reading of ByLaws/Policies/Regulations

Recommend the Board approve the First 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

8. Second Reading of ByLaws/Policies/Regulations

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

Policy/Reg 2560	Live Animals in School - Revised
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9. Calendar 2020-2021

Recommend the Board approve the school calendar for the 2020-2021 school year.
(Attachment 3)

10. 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 - 3:00 pm - 11:00 pm
Friday, March 6, 2020
APR/Gym

BAY

Camp Invention - 7:00 am - 4:00 pm
Monday, June 29 -Thursday, July 2, 2020
APR & C-Wing

IX. BUSINESS ADMINISTRATOR'S AGENDA

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

SECOND by Mr. MacMoyle

ROLL CALL VOTE: (8 Ayes, 0 Nays, 3 Abstain) Mr. Fisher Abstains on Items 1 and 3, Mr. Guarascio Abstains on Items 1 and 3 and Mr. MacMoyle Abstains on Item 3. Motion carries.

1. Minutes

- a) RESOLVED that the minutes of the Regular Meeting held on December 3, 2019 be approved. **(Attachment 4)**
- b) RESOLVED that the minutes of the Reorganization Meeting held on January 7, 2020 be approved. **(Attachment 5)**

2. Payment of Bills

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

Bills List #1 dated January 28, 2020 Check numbers 47364 through 47466	\$ 992,471.96
Bills List #2 dated January 28, 2020 Check numbers 47467 through 47472 (Attachments 6 & 7) (Available in the Board Office)	\$ 1,496.58
Purchase Orders numbered 20-01044 through 20-01269 (Attachment 8) (Available in the Board Office)	\$4,532,285.06

3. Payroll Approval

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

November 15, 2019	\$1,227,367.46
November 30, 2019	\$1,209,721.94
December 15, 2019	\$1,211,419.38
December 31, 2019	\$1,218,710.45

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the months of November and December 2019, be approved. **(Attachments 9 & 10) (Available in the Board Office)**

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, 2019 and December 31, 2019, 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 11 & 12) (Available in the Board Office)**

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, 2019 and December 31, 2019 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement.
(Attachments 13 & 14) (Available in the Board Office)

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) Danielle Austin	The Fourth Annual Early Childhood Summit, Monroe, NJ (registration)	2/11/20	\$145
b) Aylssa Mancini	The Fourth Annual Early Childhood Summit, Monroe, NJ (registration)	2/11/20	\$145
c) Mary Onopchenko	2020 New Jersey Music Educators State Conference, Atlantic City, NJ (registration)	2/20-2/22, 2020	\$170

MOTION by Mr. Fisher that upon recommendation of the Business Administrator Items 8-13 be approved.

SECOND by Mr. Pellecchia

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

8. Transportation

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

Host District	Student ID	Dates	School	Per Diem Rates
Central Regional	999891	7/1/19-8/12/19	Jackson Regional Day	\$119.38
Central Regional	999891	9/5/19-6/22/20	Jackson Regional Day	\$70.00

9. BTES Bus Parking Lot Improvements

Recommend the Board approve Change Order #1 for C.J. Hesse, Inc., for final asbuilt quantity adjustments, additional lighting and inlet repair in the amount of \$6,476.03.

10. Medical Specialist

Recommend the Board approve that Joanne C. Checket, Speech Pathologist, be added to the Medical Specialist List for the 2019-2020 school year.

11. Disposal and/or Sale of Obsolete Equipment

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

Item	Asset Tag or Serial Number
Snapper Snow Blower 38", Model 12387	Serial #50232514
John Deer Snow Blower 32"	Asset Tag #000283
John Deer Snow Blower 32"	Asset Tag #000800
John Deer Snow Blower 32"	Asset Tag #000284
Hobart Mixer, Model HL600	Serial #31-1926-898
Vulcan Mixer	Asset Tag #00841
Sweepster by Paladin, Model 22072 MH-0022	Serial #1417015

12. Bus Maintenance Shared Services Agreement with Central Regional School District

Recommend the Board approve the continuation of Shared Services Agreement for Bus Maintenance with Central Regional School District for the three-year period from July 1, 2020 - June 30, 2023 as follows:

Year 1: \$203,192 payable in 12 installments of \$16,932.67

Year 2: \$213,352 payable in 12 installments of \$17,779.33

Year 3: \$224,019 payable in 12 installments of \$18,668.26

13. Courier Shared Services Agreement with Central Regional School District

Recommend the Board approve the continuation of Shared Services Agreement for Courier Services with Central Regional School District for the three-year period from September 1, 2020 through June 30, 2023 as follows:

Year 1: \$10,800

Year 2: \$11,000

Year 3: \$11,200

X. OLD BUSINESS

None

XI. NEW BUSINESS

None

XII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

None

XIII. EXECUTIVE SESSION

A motion was made by Mr. Guarascio that the Board move to executive session at this time, 7:14 p.m. for the purpose of personnel and student matters. Second by Mr. Pellecchia. All in favor. No action will be taken after the Executive Session concludes.

XIV. ADJOURNMENT

A motion was made by Mr. Guarascio to adjourn the open portion of the meeting. Second by Mr. Pellecchia. All in favor. Meeting adjourns at 7:14 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