

I. CALL MEETING TO ORDER

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, May 26, 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 May 21, 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.

III. ROLL CALL

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

ABSENT: Mr. MacMoyle

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

IV. PRESIDENT'S REPORT

Good evening everyone.

Last month we made history with Berkeley Township school district's first ever virtual board meeting. It looks as though our next few meetings will be the same.

The board would like to thank our teachers, staff, students and parents for their hard work as we continue with virtual learning until the end of our 19/20 school year.

We are all saddened that the Stokes trip has been canceled for the year, hopefully it will resume next year.

Our committees have met and reports will be heard tonight.

Please check our District website and facebook for any new and updated information.

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** and highlighted some of the items.

VI. PUBLIC DISCUSSION ON AGENDA ITEMS

None

VII. COMMITTEE REPORTS

Buildings and Grounds: Mr. Fisher reported that he met with Dr. Roselli, Mr. Conforti and Rich Mueller at H&M Potter School to look at ongoing projects. First we walked, with masks, over to the new parking created by our staff. This created a huge savings for us. It will create 24 additional spaces. It consists of a wooden border and blue stone, also parking barriers. This also allows for additional parking to be added to this spot if necessary. We also briefly discussed options for the rarely used Potter softball field.

We then went inside to look at space created to make new classrooms while renovating the library. Again, this was done in house and was started as soon as the governor shut down the schools. This is the first time that the library at Potter has had any improvements done.

We then drove over to CBW to look at the plans for that school for new classrooms. The plans include creating two new rooms while keeping the technology and library together. The plans look good and will all be achieved with in house staff. This is a great asset to the district to have the maintenance staff that can do this work, especially now.

Finally, Rich stated he has quotes for new disinfecting machines for the schools and shared a video that showed the capabilities. We also discussed ideas of what school might look like in the fall and the steps that may have to be taken to achieve various mandates from the state. But with these major projects being done now, it will ensure our maintenance staff's full attention when the time comes.

Personnel: Mr. Ytreboe reported that the Personnel Committee met on Tuesday, May 18, 2020. All items on the agenda were discussed.

Highlights:

- Three certified positions were hired under Item 2.
- Two non-certified positions were hired under Item 3.
- Extended School Year positions were removed from the agenda. After discussion, it was decided to wait for clarity on social distancing restrictions as well as enrollment for a virtual ESY prior to hiring teachers and aides. We will be approving these positions at the June BOE meeting. ESY dates have been changed and will now begin the week of July 6th.
- All other transfers/reassignments not on the May agenda will be placed on the June agenda.

Education: Mrs. Shedlock reported that the Education Committee met on Tuesday, May 18, 2020. The following items were discussed:

Stokes: Stokes has officially been cancelled and the payments are being returned to the families.

Graduations: At this time we do not have plans for a 6th grade graduation as we normally do, but we will have some way of recognizing the students. As more details become available to us they will be shared with you. There is also a recognition being put together for the D.A.R.E. graduation and the 4th grade promotion ceremony at this time. Further details will follow once they are worked out.

Preschool: The renovations to H&M Potter and CBW are being worked on currently to incorporate the additional classrooms for the 2020-2021 school year. Progress is being made and the work is coming along nicely. Dr. Roselli has shared pictures with the BOE members of Potter's library.

Extended School Year (ESY): We have decided to push the start date of ESY back a week to June 29, 2020. As with most other schooling, this program will also be virtual.

CARES Funding: With the funding that the district is receiving from the CARES ACT, we are planning on purchasing cleaning machines for the classrooms and buses, increasing bandwidth in case it is needed in the future, rewriting some of our curriculum that will need to be updated for the following school year, creating a basic skills summer program similar to Camp Paw for at risk students where they will focus on STEM activities that connect reading and math to help bridge gaps they might have, and adding cameras to classrooms in case teachers need to live stream their classes in the event students are quarantined at home.

September: The big question on everyone's mind. There has been no word yet from Governor Murphy about what is going on yet for September (too soon to make a call), but the superintendents around the county are meeting weekly on Mondays to come up with a reentry plan for September. There will be a few plans in place so that all situations can be covered. There is also going to be a Reentry Committee formed before the start of school so that everyone can be informed and in the loop of what is going on.

Finance: Mr. Cammarato reported the following:

- Due to current circumstances the Finance Committee Chairman Edward Cammarato, President Bacchione, and Business Administrator Laura Gingerelli met via tele-conference on Thursday, May 21, 2020.
- All Bills/Claims/Purchase Orders have been reviewed and approved up through and including the date of Thursday May 21, 2020. No additions are permitted to be added at the conclusion of the Thursday, May 21, 2020 Committee Meeting.
- Repayments of collected STOKES monies have all been completed, and are now either being mailed or have already been received by the payee. Suggestions were made that any/all future payments made directly to the BTSD must include mailing addresses of the payee for any/all repayments (if necessary.)
- The Finance Committee discussed a myriad of possible funding scenarios for future forecasting of the overall financial health of the school district. The concerns are more for 1Q21 and 2Q21 than the remainder of 2020. The aforementioned is firmly attached to the caveat of the Governor's "State of the State" address that has been scheduled for August 28, 2020; and the state funding of school districts attached therein.
- General Fund Updates (for the 10 month period ending 4/30/20)
 - Cash in bank as of 4/30/20
 - \$7,045,023.87 (decrease from \$9,505,816.07)
 - Capital Reserve Account
 - \$992,044.34 (decrease from \$991,795.01.92)
 - Maint. Reserve Account
 - \$1,113,082.13 (increase from \$1,112,802.38)
 - Tax Levy Receivable
 - \$4,850,000.00 (remains unchanged, no variance over prior month)

This concludes my report, I yield my time.

VIII. SUPERINTENDENT'S AGENDA

MOTION by Mr. Pellecchia that upon recommendation of the Superintendent Items A1-A7 be approved.

SECOND by Mr. Guarascio

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

A. PERSONNEL RESOLUTIONS

1. Resignation/Retirement

Recommend the Board accept the resignation/retirement of the following staff members:

Name	Position	Effective	Reason
a) Marie Taylor	Teacher Aide - BTE	6/30/20	Retirement
b) Erica Cofone	School Nurse - BTE	6/30/20	Resignation
c) Ann Hensel	Teacher Aide - BTE	10/1/20	Retirement

2. New Hire(s)

Recommend the Board approve the following new hires, in the position listed, effective 9/1/20, pending completed paperwork:

Name	Position/School	Salary
a) Emily Kosch	Speech Therapist - BTE	Contractual
b) Nicole Heyer	Special Ed. Teacher - BTE	Contractual
c) Melissa Hackett	PSD Teacher - HMP	Contractual

3. Start Date

Recommend the Board approve the start date for the following new hires approved at the 3/18/20 Board meeting:

Name	Position/School	Effective
a) Stephanie Caton	Spec.Ed. Aide - BD -BTE	9/1/20
b) Courtney Gesualdo	Spec.Ed. Aide - PSD - HMP	9/1/20

4. Transfers/Reassignments

Recommend the Board approve the following transfers/reassignments for the 2020-2021 school year at the contractual rate of pay:

Name	From	To	Effective
a) Patricia Dozois*	Teacher Aide - CBW	PS Teacher - CBW	9/1/20
b) Michelle Iozzia*	Teacher Aide - CBW	PS Teacher - CBW	9/1/20

*PEA funding at 2020-2021 level

5. Stokes

As a result of Covid-19, the 2020 Stokes trip has been cancelled. Payments are being returned to families. All Stokes chaperones approved at the 3/18/20 Board meeting for the 6/1-6/5/20 Stokes trip are being rescinded.

6. Extra Summer Work

Recommend the Board approve the following staff members for Extra Summer Work, at the contractual rate of pay:

Name	Position	# of Days	# of Hours
a) Gianna Clavelli-Bassford	LDT-C	8	7
b) Nelia Ziobro	School Psychologist	8	7

7. Operation Schoolhouse Correction

Recommend the Board approve the correction of the Operation Schoolhouse hours for Katherine Palagonia as follows:

From	To	Total Days	Rate
1.5 hours/day	2.0 hours/day	70	Contractual

MOTION by Mrs. Shedlock that upon recommendation of the Superintendent Items B1-B3 be approved.

SECOND by Mr. Pellecchia

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. Pandemic Plan

Recommend the Board approve the updated Pandemic Management Plan.

3. Donations

Recommend the Board approve the acceptance of:

- a) New water fountains and bottle filling stations for the Clara B. Worth School donated by the CBW PTA to replace existing ones. Value: \$5,000.
- b) Rock wall donated by the CBW PTA to be used for gross motor activities for students in grades K-4. Value: \$6,475.

IX. BUSINESS ADMINISTRATOR'S AGENDA

MOTION by Mrs. Shedlock that upon recommendation of the Business Administrator Items 1-6 be approved.

SECOND by Mr. Fisher

ROLL CALL VOTE: (8 Ayes, 0 Nays, 2 Abstain) Mr. Fisher Abstains on Item 3, Mr. Guarascio Abstains on Items 1 and 3. Motion carries.

1. Minutes

RESOLVED that the minutes of the Regular Meeting held on April 28, 2020 be approved.
(Attachment 2)

2. Payment of Bills

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

Bills List #1 dated May 12, 2020 Check numbers 47805 through 47824	\$ 699,754.32
Bills List #2 dated May 15, 2020 Check numbers 47825 through 48037	\$ 38,275.00
Bills List #3 dated May 26, 2020 Check number 48038 through 48104 (Attachments 3,4 & 5)	\$ 447,592.02
Purchase Orders numbered 20-01640 through 20-01724 (Attachment 6)	\$ 674,384.74

3. Payroll Approval

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

April 15, 2020	\$1,170,920.97
April 30, 2020	\$1,191,231.28

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the month of April 2020, be approved.
(Attachment 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 April 30, 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 8)

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 April 30, 2020 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. (Attachment 9)

MOTION by Mr. Guarascio that upon recommendation of the Business Administrator Items 7-11 be approved.

SECOND by Mr. Fisher

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

7. Request for School Taxes

RESOLVED that the amount of the district taxes needed to meet the obligations of this Board for the 2020-21 School Year (July 1, 2020 through June 30, 2021) of \$29,682,000 for General Funds and \$1,973,013 for Debt Service, and the Township of Berkeley is hereby requested to place in the hands of the Treasurer of School Monies that amount within the next twelve months, beginning July 1, 2020 through June 30, 2021 in accordance with the statutes relating thereto, and as follows:

**2020-21 SCHOOL DISTRICT BUDGET
BERKELEY TOWNSHIP**

MONIES DUE	GENERAL FUNDS	DEBT SERVICE	TOTAL
July 20, 2020	\$2,473,500	-	\$2,473,500
August 17, 2020	\$2,473,500	-	\$2,473,500
September 21, 2020	\$2,473,500	\$1, 878,638	\$4,352,138
October 19, 2020	\$2,473,500	-	\$2,473,500
November 16, 2020	\$2,473,500	-	\$2,473,500
December 17, 2020	\$2,473,500	-	\$2,473,500
January 18, 2021	\$2,473,500	-	\$2,473,500
February 15, 2021	\$2,473,500	-	\$2,473,500
March 15, 2021	\$2,473,500	\$94,375	\$2,567,875
April 19, 2021	\$2,473,500	-	\$2,473,500
May 17, 2021	\$2,473,500	-	\$2,473,500
June 21, 2021	\$2,473,500	-	\$2,473,500
Total Local Taxes	\$29,682,000	\$1,973,013	\$31,655,013

8. Renewal of Food Service Management Company (FSMC) Contract

WHEREAS, districts are permitted to renew contracts at an increase less than or equal to the Consumer Price Index, and

WHEREAS, Sodexo Management, Inc. has agreed to renew its 2020-2021 contract at an amount less than or equal to the Consumer Price Index,

NOW, THEREFORE, BE IT RESOLVED, that the Berkeley Township Board of Education, upon recommendation of the Business Administrator, Laura Gingerelli, approves the FSMC base year contract with Sodexo Management, Inc. for the 2020-2021 school year as follows:

Meal Rate: Fixed Cost Per Meal Rate: SFA shall pay Three Dollars and Twenty Two and 728/1000 Cents (\$3.22728) per Breakfast for the 2020-2021 contract year.

Meal Rate: Fixed Cost Per Meal Rate: SFA shall pay Sodexo Three Dollars and Twenty Two and 728/1000 cents (\$3.22728) per Lunch, Ala Carte Meal Equivalent & Dinner for the 2020-2021 contract year.

Guarantee: Sodexo guarantees that SFA shall receive a Surplus of Twenty Thousand Dollars and No Cents (\$20,000.00) for the 2020-2021 school year.

9. Renewal of Contract for Refuse Removal

WHEREAS, districts are permitted to renew contracts at an increase less than or equal to the Consumer Price Index, and

WHEREAS, Republic Services of NJ, LLC DBA: Marpal Disposal has agreed to renew its 2020-2021 contract at an amount less than or equal to the Consumer Price Index,

NOW, THEREFORE, BE IT RESOLVED, that the Berkeley Township Board of Education does hereby renew the contract with Republic Services of NJ, LLC. DBA: Marpal Disposal, 1861 Wayside Road, Tinton Falls, New Jersey, for Refuse Removal for the period beginning July 1, 2020 through June 30, 2021 for all locations for the annual fee of \$39,858.87.

10. Appointment

Recommend the Board appoint Laura Gingerelli as the designated claims person for workers compensation.

11. Disposal/Sale/Donation of Vehicles

Recommend the Berkeley Township Board of Education approve the disposal, sale and/or donation of the following vehicles that are being retired:

- a) 2004 Bluebird 54 Passenger Bus VIN #1BAAGCPAX4F213096 (B5)
- b) 2004 Bluebird 54 Passenger Bus VIN #1BAAGCPA94F213090 (B11)
- c) 2004 Bluebird 54 Passenger Bus VIN #1BAAGCPA24F213089 (B12)

X. OLD BUSINESS

None

XI. NEW BUSINESS

None

XII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

Mayor Carmen Amato commented that first and foremost he would like to show appreciation for all educators and staff for dealing with this pandemic. It is a fluid situation that is constantly changing. Also, the State Treasury has released a report on the financial condition of the state budget. Its fiscal health is in bad shape for future years. There is a ten billion dollar deficit. Tax collection in Berkeley Township alone is down twenty percent for the second quarter. Payment due dates were extended to June 1, 2020 so we will know where tax collection stands by the second week of June. They will do their best to honor tax payments due to the District. The State has also not given an indication of when the Township will receive its State Aid payments. Mr. Amato recommended immediately suspending any non-discretionary spending as well as not transferring money from the general fund and to be cautious on hiring any new teachers or support staff that are not necessary until the Governor gives his budget address.

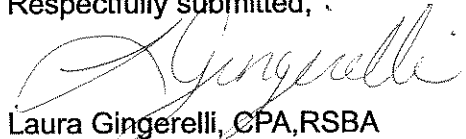
XIII. EXECUTIVE SESSION

None

XIV. ADJOURNMENT

A motion was made by Mr. Guarascio to adjourn the meeting. Second by Mrs. Shedock. All in favor. Meeting adjourns at 7:30 p.m.

Respectfully submitted, .

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

Laura Gingerelli, CPA, RSBA
Business Administrator/Board Secretary