

I. CALL MEETING TO ORDER

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, October 17, 2017, at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, NJ. Mr. Guarascio called the meeting to order at 6:30 pm. Adequate notice of this meeting was given by publication in the Asbury Park Press on January 5, 2017 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 service people overseas.

III. ROLL CALL

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

ABSENT: Mr. MacMoyle

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

IV. PRESIDENT'S REPORT

The Board Members are looking forward to attending New Jersey School Boards Workshop 2017 next week. The Workshop is packed with informational sessions from "Essentials of School Board Leadership" to "STEM in the K-12 Classroom."

As a reminder, the District is closed the week of November 6-10.

Parents, please mark your calendars for teacher conferences to be held November 20th and 21st.

I know it is early, but we do not have a board meeting before Thanksgiving, so I would like to wish all the staff and families of Berkeley Township School District a happy and healthy Thanksgiving.

Our next Board meeting is Tuesday, November 28th.

This concludes my President's report.

V. SUPERINTENDENT'S REPORT

Thank you, Mr. President!

October 2-6:

All 4 schools celebrated Week of Respect.

October 5:

Administrators meeting at BOE office.

October 8:

Dr. Roselli, Ms. Cimino, Ms. Burton, Keith Fisher - Coin Flip Ceremony for Pop Warner Game at CRHS. Thank you Berkeley Pop Warner for presenting me with a Jersey.

October 9:

Thank you Dr. Zito for developing a very positive Professional Development Day for our staff.

October 12:

Hosted a Basic Skills night from 6 pm-7 pm at Bayville School.

October 16-20:

Bus Safety/School Safety Week.

October 19:

Adm. will host a New Teacher Orientation to assist all new staff.

October 20-21

Terror in the Halls at HMP.

October 21:

Color Run - district event at Veterans Park - 8 am-12 pm.

October 31:

Halloween Parades at all 4 schools. Please check our website for parade start times.

Please visit our BTBOE Facebook page to see the many wonderful activities going on throughout our district on a daily basis.

This concludes my Superintendent's Report.

VI. PUBLIC DISCUSSION ON AGENDA ITEMS

None.

VII. COMMITTEE REPORTS

Finance

Mr. Pellecchia stated that the Finance Committee met this evening to review the Bills List and Purchase Order Report and all were in order and approved.

VIII. SUPERINTENDENT'S AGENDA

MOTION by Mr. Reuter that upon recommendation of the Superintendent Items A1-A13 be approved.

SECOND by Mr. Ytreboe.

ROLL CALL VOTE: 8 Ayes, 0 Nays, 1 Abstain (Mr. Fisher on Item 7). Motion carries.

A. PERSONNEL RESOLUTIONS

1. Leave(s) 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. #6179-Trans.-Dist.:
Medical leave of absence to start 10/3/17 and continue through 11/8/17.
- b) I.D. #5495-Teacher-HMP:
Medical leave of absence to start 10/9/17 and continue through 11/3/17.
- c) I.D. #6354-Adm. Off.:
Medical leave of absence to start 10/12/17 and continue through 10/20/17.
- d) I.D. #6530-Aide-CBW:
Medical leave of absence to start 10/23/17 and continue through 12/15/17.

- e) I.D. #5613-Teacher-HMP:
Maternity leave of absence to start 10/16/17 and continue through 2/28/18.

2. Substitutes

Recommend the Board approve the following substitute(s) for the assignment(s) listed for the 2017-2018 school year:

Name	Position
Carrie Hayden	Teacher
Steven Hodge	Teacher
Kristen Kappock	Teacher
April Krajewski	Teacher
Shannon Lewandowski	Teacher
Brianne Mitchell	Teacher
Heather Romer-Englert	Teacher
Colleen Reilly-Sammond	Teacher
Melissa Straccia	Teacher
Samantha Stratton	Teacher
Kimberly VanValkenburg	Teacher, Sub Aide, Clerical

3. Long-term Substitutes

- a) Recommend the Board **rescind** the appointment of Tara Apgar as the long-term substitute for I.D. #6481-Teacher-BTE from 10/23/17-12/22/17.
- b) Recommend the Board approve the following long-term substitutes meeting the criteria established by the Superintendent, the rate of \$100 per diem (start and end dates are subject to change):

Name	In For	Effective
Ashley Voorhees	I.D. #5714-Teacher-HMP	10/27/17 - 3/8/18
Susan Cameron	I.D. #6481-Teacher-BTE	10/23/17 - 12/22/17

c) Recommend the Board approve Dana Gramo as the long-term substitute, meeting the criteria established by the Superintendent, at the rate of \$100 per diem for I.D. #5613, Teacher-HMP, effective 10/16/17 - 2/28/18, (start and end dates are subject to change).

4. Student Teacher Placements

Recommend the Board approve the following student teacher placements for the 2017-2018 school year:

Name	Assigned to	Start Date	Requirements
Dillion Titus	HMP - Kitson/Langer	Fall Semester	50 Hours
Alejandro Martinez	BTE - Colarusso	Fall Semester	50 Hours
Jordan Hein	CBW - Speidel	Fall Semester	50 Hours

5. Additional Substitute for Fall 2017 Club

Recommend the Board approve Kristin Ellingham as a substitute at the H. & M. Potter School for the Fall 2017 Club Cycle, at the hourly supplemental rate.

6. Play Coordinators

Recommend the Board approve the following teaching staff members as Coordinators for producing and directing a school play, for a minimum of 25 hours, not to exceed a total of \$1,100 each:

BTE	Melissa Puri	Corey Steinmetz	Angela Frawley	Jesica Smialowicz
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7. Family Literacy Nights

Recommend the Board approve the following teaching staff members for Family Literacy Nights, two (2) hours per night for two (2) nights, at the contractual rate, paid through Title I Grant funding (dates to be determined):

Name	Name
◆JoAnn Donachy, Coordinator	◆Amp Poppe, Coordinator
Linda Casagrand - HMP	Jennifer Cooney - BAY
Christine Firetto - HMP	Lauren Treshock - BAY
Christina Lee - HMP	Toniann Palmieri - BAY
Claudine Parga - HMP	Tia Monica - BAY

Lisa Walstrom - HMP	Stephanie Rosetti - BAY
Michelle Speidel - CBW	Lisa Zarra - BAY
Danielle Hoffman - CBW	Heather Ettari - BAY
Michele Snyder - CBW	

◆ **Coordinators will be paid for 3 hours each night**

8. Teacher Mentor

Recommend the Board approve the following teacher to perform as a mentor, at the stipend listed, to be paid by the individual mentee:

<u>Mentor</u>	<u>Mentee</u>	<u>Stipend</u>
Gina Boyles	Shannon Ponticelli	\$1000 (paid over 34 weeks)

9. Logos Creation

Recommend the Board approve the following teachers to create logos, as indicated, at the contractual rate: (Charge to account #11-120-100-101-07-0001)

Name	Logo	Hours
Joan Richie	3 Schools/1 District	35
Nicole Ettari	1 School (BAY)	9

10. Title III Funds

Recommend the Board approve allocation of Title III funds to be dispersed for the following:

- a) Sandy Cotten (ELL teacher) to provide an After School Program for ELL students at the Bayville School, one (1) hour/two (2) times per week for 38 weeks, at the contractual rate.
- b) Sandy Cotten (ELL teacher) to provide instruction to staff in all schools who have ELL students, on immersion into the English language - six (6) hours total for each school (BAY, CBW, HMP, BTE) at the contractual rate.

Instructional supplies total \$108.

Funding will be reimbursed by the consortium through Title III.

11. Extended School Day Program

Recommend the Board approve Laura Bale as a substitute teacher for the Extended School Day Program at the H. & M. Potter School and Bayville School, at her contractual rate, through Title I Grant funding.

12. Additional Fall 2017 Club

a) Recommend the Board approve the addition of the Unified Sports Club for the Fall 2017 Cycle, to run for eight (8) weeks, one (1) hour per week, from 10/16/17 through 12/18/17. (This Club will have three (3) sessions throughout the school year: Fall, Winter & Spring).

b) Recommend the Board approve the following staff members for the Unified Sports Club to be paid through the Special Olympics Grant fund:

Joseph Zaccone
Michael Colarusso
Tyler Kelly, Aide
◆Morissa Powell, Aide

◆One-on-one aide, for a special education student, for eight (8) weeks, one (1) hour per week, at her contractual rate. (Not funded by the Special Olympics Grant fund).

13. Mid-day Hours

Recommend the Board approve the following bus driver's mid-day hours:

<u>Name/School</u>	<u>Hours</u>	<u>Effective</u>
Michele Hough-BAY	11:50 am-12:50 pm	10/18/17

B. OTHER BOARD ITEMS

MOTION by Mr. Reuter that upon recommendation of the Superintendent Items B1-B4 be approved.

SECOND by Mr. Cammarato.

ROLL CALL VOTE: 8 Ayes, 0 Nays, 0 Abstains. Motion carries.

1. HIB Report Update

- 0 HIB Investigations conducted, affirmed.
- 0 HIB's from September 26, through October 17, 2017..

2. After School Instruction

Recommend the Board approve after school instruction for the following Special Education student, not to exceed 3 hours per week, effective 10/17/17 through 12/21/17:

I.D. #996790 - Instruction will be provided by Laurierae Mongaliri

3. Use of Facilities

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

HMP

BERKELEY BASKETBALL SPECIAL NEEDS - Gym - 9:00 am - 10:15 am
Saturday, October 28, 2017 (moved from BTE)

BTE

BERKELEY BASKETBALL SPECIAL NEEDS - Gym - 9:00 am - 10:15 am
Saturday, October 21, 2017 (moved from HMP)

4. Additional School Trip

Recommend the Board approve the following additional school trip for the 2017-2018 school year:

Krowicki's Farm Market, 862 Route 539, New Egypt, NJ 08533

IX. BUSINESS ADMINISTRATOR'S AGENDA

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

SECOND by Mr. Fisher.

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

1. Minutes

RESOLVED that the Minutes of the Regular Meeting held on September 26, 2017 be approved. **(Attachment 1)**

2. Payment of Bills

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

Bills List dated October 17, 2017
Check numbers 42319 through 42473 \$1,120,916.29
(Attachment 2)

Purchase Order Report listing
Purchase Orders numbered 18-00677 through 18-00851 \$2,619,189.61
(Attachment 3)

3. Payroll Approval

BE IT RESOLVED that the monthly payroll be approved:

Payroll - September 15, 2017 \$1,023,207.34
Payroll - September 30, 2017 \$1,029,952.84

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the month of August, 2017 be approved. **(Attachment 4)**

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 August 31, 2017 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 5)**

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 August 31, 2017 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachment 6)**

7. Travel

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

<u>Name</u>	<u>Seminar/Workshop (Registration &/or Mileage)</u>	<u>Dates</u>	<u>Not to Exceed</u>
Beth Persong - CST	Sp. Ed. Medicaid Initiative Mt. Laurel, NJ (mileage)	Oct. 20, 2017	\$30.00
Carrie Kolakowski	FATE (Foundation for Autism Training & Education) Workshop Rahway, NJ (registration)	Oct. 26 & 27, 2017	\$195.00
Steve Rieder	Future of Ed. Technology Conference, Orlando, FL	Jan. 22 - 26, 2018	\$2,000.00

MOTION by Mr. Cammarato that upon recommendation of the Business Administrator Items 8-14 be approved.

SECOND by Mr. Pellecchia.

ROLL CALL VOTE: 8 Ayes, 0 Nays, 0 Abstains. Motion carries.

8. Procurement Protocol for Contracting Food Service Management Companies

WHEREAS, the Department of Agriculture sent a notice on June 14, 2017 to New Jersey school districts participating in the National School Lunch program announcing a significant change in the procurement protocol for the contracting of food service management companies that operate breakfast and lunch programs for New Jersey public schools, and

WHEREAS, this new procurement protocol would change the fundamental basis for awarding food service management contracts from a "Cost Reimbursement Basis" to a "Fixed Price Basis" for contract awards, and

WHEREAS, the Berkeley Township Board of Education declares that the "Fixed Price" procurement system may dramatically reduce the school district's ability to change or alter its food service operations without the need to rebid for food service management services, and

WHEREAS, the Berkeley Township Board of Education further declares that the "Fixed Price" procurement method may impact the quality of the meals served to its children and therefore impact the participation of children in our breakfast and lunch program, and

WHEREAS, the Berkeley Township Board of Education further declares that the "Fixed Price" procurement method may limit the number of competitive proposals received by boards of education, and

WHEREAS, the Berkeley Township Board of Education prefers an optional procurement system for securing Food Service Management Companies whereby the district could choose either "Cost Reimbursement" or "Fixed Price" as the basis for contract awards.

NOW, THEREFORE, BE IT RESOLVED, that the Berkeley Township Board of Education hereby requests the Department of Agriculture to reconsider its plans to move the basis of awarding Food Service Management contracts to a "Fixed Price" basis and allow the option of continuing to use a "Cost Reimbursement procurement model; or in the alternative , a "Fixed Price" procurement method, and

BE IT FURTHER RESOLVED, that copies of this resolution shall be forwarded to:

New Jersey Association of School Business Officials
New Jersey Secretary of Agriculture (369 S Warren St, Trenton, NJ 08608)

9. Transportation Jointures

Recommend the Board approve transportation jointures with the following Host Districts:

Host District	Student ID #s	Dates	School	Per Diem
MOESC	998952	9/5/17-6/15/18	BTES	TBD
MOESC	997517	10/3/2017-4/26/2018	From after-school program to home in Toms River (3 days a week)	\$60.38
MOESC	997905	9/5/17-6/15/18	New Road School	TBD

10. Resolution for Health Benefits

Recommend the Board approve the resolution to terminate participation in School Employees' Health Benefits Program of the State of New Jersey and move to a Horizon BCBSNJ with equal to or better coverage as of January 1, 2018. **(Attachment 7)**

11. Approval to Accept ESSA (formerly NCLB) Grant Award

Recommend that the Berkeley Township Board of Education approve and accept the following ESSA allotment:

Title IV \$10,000

12. Approval to Charge to ESSA Grant

Recommend the Board approve 80% of the following teachers' base salaries to be paid through the Title I Grant funding:

Thomas Ettari - HMP Tracy Foster - HMP Meera Malik - BAY

13. Approval to Charge to Grant

Recommend the Board approve the following teacher's base salary to be paid through the Title IIA Grant funding up to \$48,787:

Joann Donachy

14. Disposal of Equipment

Recommend the Board approve the disposal of obsolete, broken and/or outdated equipment per attached list. **(Attachment 8)**

XI. OLD BUSINESS

None.

XII. NEW BUSINESS

None.

XIII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

None.

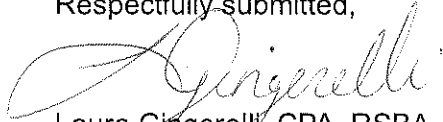
XIV. EXECUTIVE SESSION

None.

XV. ADJOURNMENT

Mr. Pellecchia made a motion to adjourn the meeting. All in favor. Meeting adjourns at 6:36 p.m.

Respectfully submitted,

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

Laura Gingerelli, CPA, RSBA
Business Administrator/Board Secretary