

I. CALL MEETING TO ORDER

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, September 26, 2017, at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, NJ. Mr. Ytreboe called the meeting to order at 6:30 p.m. 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. MacMoyle, Mr. Pellecchia, Mr. Reuter, Mrs. Shedlock and Mr. Ytreboe

ABSENT: Mr. Guarascio

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

IV. PRESENTATION

Dr. Zito presented certificates to all students who participated in the Summer Reading Challenge.

Dr. Zito presented a Powerpoint of the HIB Self Score results by school and the PARCC results 2017. (**Attachment A**)

V. VICE PRESIDENT'S REPORT

Vice President Ytreboe thanked the school administrators and staff for Back-To-School night. Mr. Ytreboe attended Bayville and BTE as a parent, but because he works in a school, he has an eye for looking at the way a school is run, and our District does a great job. Mr. Ytreboe attended the BTE Respect Walk this past Saturday on Rail Trail. Students pledged to be respectful to each other and were given "respect" wristbands.

VI. SUPERINTENDENT'S REPORT

The District hosted a very productive and informative Inservice Day on August 31st at BTE. Thank you Dr. Zito for your efforts in providing a day of Professional Development activities for our staff. Thank you Vice-President Dave Ytreboe for welcoming back our BTSD staff and positively recognizing them.

Tuesday, Sept. 5th - (1st day of school): An honor & privilege to be present at all 4 schools morning arrivals. Nothing quite like the first day of school - so much positive energy and excitement from both students and staff.

Wednesday, Sept. 6th: Jeff, Debbie and I attended afternoon faculty meetings at all 4 schools welcoming staff back and wishing all a positive/productive year!

Friday, Sept. 8th: Joe Zacone received a \$9,000 grant.

Monday, Sept. 11th: Attended Director of Special Services, Debbie Fierra's meeting at CST Annex with CST team.

Back-To-School Nights: Extremely positive reports and well attended:

Monday, Sept. 11th - BTE

Tuesday, Sept. 12th - BAY, CBW, HMP

Wednesday, September 20th: BTSD hosted a Special Education Parent Advisory Group meeting in the evening at the HMP School to facilitate communication between parents and school district. Thank you Debbie Fierra and Jeff Zito for taking the lead in the district-wide initiative.

Thursday, Sept. 21st: Admin. Meeting BOE

Tuesday, Sept. 26th: Attended Superintendents' Roundtable at Toms River BOE.

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.

VII. PUBLIC DISCUSSION ON AGENDA ITEMS

None.

VIII. COMMITTEE REPORTS

Education/Policy

The Education/Policy Committee met with Dr. Zito to review HIB self-scoring to comply with the 2007 law and approaching a 78 score. We also discussed Project Team which promotes better citizens and better leaders. We reviewed the PARCC scores.

Finance

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

IX. SUPERINTENDENT'S AGENDA

MOTION by Mr. Cammarato that upon recommendation of the Superintendent Items A1-A20 be approved.

SECOND by Mr. Fisher.

ROLL CALL VOTE: 8 Ayes, 0 Nays, 2 Abstains (Mr. Fisher on Item 18 and Mr. MacMoyle on Items 16 and 19). 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. #5525-Aide-HMP:
Medical leave of absence to start 9/21/17 and continue through 10/6/17.
- b) I.D. #5714-Teacher-HMP:
Maternity leave of absence to start 10/27/17 and continue through 3/8/18.
- c) I.D. #4745-Trans.:
Medical leave of absence to start 8/28/17 and continue through 10/31/17.
- d) I.D. #6020-Teacher-CBW:
Medical leave of absence to start 9/5/17 and continue through 9/29/17.
- e) I.D. #4185-Bus Attendant-Trans.:
Medical leave of absence to start 9/19/17 and continue through 10/13/17.

- f) I.D. #5513-Teacher-BAY:
Medical leave of absence to start 10/30/17 and continue through 1/19/18.
- g) I.D. #6083-Teacher-BTE:
Maternity leave of absence to start 12/1/17 and continue through 2/28/18.
- h) I.D. #6481-Teacher-BTE:
Medical leave of absence to start 10/23/17 and continue through 12/22/17.

2. Substitutes

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

Name	Position
Anthony Flannigan-Ciulla	Custodian
Kecia Drake	Clerical/Aide/Bus Attendant
Nora Flanagan	Bus Attendant
Suzanna Micozzi	Bus Attendant
Laurie Periera-Arnold	Bus Attendant
◆Antoinette Guzewicz	Aide
◆Kimberly Wallace	Aide

◆Pending completion of all paperwork including fingerprinting

3. Revised Start Dates - New Hires

Recommend the Board approve revised start dates (and hours as indicated) for the following new hires:

Name	From	To
Catherine Becella - School Aide - BTE	9/1/17	9/11/17
Maria Rosen - School Aide - BAY 11:15 am - 1:45 pm (2.5 hrs.)	9/1/17	9/18/17
Morissa Powell - Teacher Aide - BTE 7:20 am - 1:50 pm (6 hrs.)	9/1/17	9/27/17

4. Long-term Substitutes

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
Meghan Bowens	I.D. #5513-Teacher-BAY	10/30/17 - 1/19/18
Tara Apgar	I.D. #6481-Teacher-BTE	10/23/17 - 12/22/17

5. Additional Hours

Recommend the Board approve the following additional hours for Michelle Rhinehart, school aide, who is filling in for a medical leave of absence:

8:40 am - 9:40 am - effective 9/21/17-10/6/17

6. Revised Hours for Bus Drivers

Recommend the Board approve the revised hours for the following staff, effective 9/1/17, as listed:

Name	Position	From/To
Daniel Beckner	Bus Driver	6.00 hrs. - 6.50 hrs.
Eleanor Mooney	Bus Driver	7.25 hrs. - 7.75 hrs.
Mary Cavallo	Bus Driver	6.25 hrs. - 6.50 hrs.
Cathy Hoglebe	Bus Driver	6.75 hrs. - 7.00 hrs.

7. School Copy Aides

- a) Recommend the Board **rescind** the appointment of Deborah Cerbone as the school copy aide for the Berkeley Township Elementary School, effective 9/15/17.
- b) Recommend the Board approve the appointment of Maureen Bruno as the school copy aide for the Berkeley Township Elementary School, retroactive to 9/19/17 at the rate of one and one-half times her hourly wage, for a total of 6 hours per month for the 2017-2018 school year.
- c) Recommend the Board approve the appointment of Denise Giordano as the school copy aide for the Clara B. Worth School, at her contractual rate of pay, for the 2017-2018 school year.

d) Recommend the Board approve the appointment of Maria Rosen as the school copy aide for the Bayville School, at her contractual rate of pay, for the 2017-2018 school year.

8. Kindergarten Orientation

Recommend the Board approve the following staff member be paid for two (2) hours, at her contractual rate of pay, for attendance at Kindergarten Orientation on 8/24/17:

Jaime Poggioli

9. 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>
Lori Byron	Leah Bale	\$550 (paid over 30 weeks)

10. Eligibility of Non-Resident Pupil

Recommend the Board approve attendance at the Berkeley Township Schools for the following non-resident pupil for the 2017-2018 school year:

I.D. #	Grade	School
12 - (New)	6	BTE

11. Stipends

Recommend the Board approve stipends for the following staff members as indicated:

- a) \$2,000 for Michaeleann Warchol for processing the free and reduced lunch applications for the 2017-2018 school year.
- b) \$2,520 for Amy Poppe as the Community Parent Involvement Specialist paid through the Preschool Expansion Grant, effective 9/5/17.

12. 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:

CBW	Dana Vannella	Kristy Roth	Teresa LaMagra	Megan Conrad
HMP	Gina Boyles	Christopher Hensel	Deborah Immerso	Joan Richie

BAY	Nina Britton	Melissa Stierle	Jackie Wright	◆Jennifer Carlucci ◆Laurie Peters
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◆ **Co-coordinators - will be paid \$550 each**

13. After School Programs

a) Recommend the Board approve Sandy Cotten for the ELL After School Program, to run 2 hours per week for 40 weeks, at the contractual rate.

b) Recommend the Board approve the following teachers for an after school Enrichment Program (Grades K-2 & Grade 5), to run 28 sessions (one hour each), for the 2017-2018 school year, at the contractual rate:

- Regina Avenoso - BAY
- Melissa Davenport - CBW
- Marianne Cicco - HMP
- Adam Steinmetz - BTE

14. Additional Hours

Recommend the Board approve the following aides be paid, at their hourly rate, for additional hours worked on 6/7/17 assisting with student supervision on bus rides to and from Stokes State Forest:

- Ann Hensel - 3.5
- Katie Rhinehart - 3.5

15. Title IV (ESSA) Club Sponsors/Coordinators

Recommend the Board approve the following BTE staff members as club sponsors/coordinators as listed to be paid through Title IV (ESSA) Grant monies:

- Joseph Zaccone - Minecraft
- Michael Colarusso - Health & Wellness
- Grace Pascucci/Katherine Zaccone - Bingo Night
- Diane Skowronski - Aide
- Ann Hensel - Aide
- Laura Hastick - Aide

16. Science Coordinators

Recommend the Board approve the following teaching staff members as Science Coordinators at a stipend of \$1,140 each per BTEA contract:

Nina Britton - BAY	Danielle Austin - CBW
Catherine MacMoyle - BTE	Tara O'Brien - HMP

17. Information Nights

a) Recommend the Board approve the following teaching staff members for two (2) Basic Skills "Information Nights" (2 hours per night) at the contractual rate:

Denise Mannarino - CBW	Sharon Glenn - BTE
Nicole Frazier - CBW	Kimberle Mitchell - BTE
Robyn Romano - CBW	Melanie Biscardi - BTE
Laura Bale - CBW	Catherine MacMoyle - BTE
◆Laurie Peters - BAY	◆Thomas Ettari - HMP
◆Meera Malik - BAY	◆Valerie Rollis - HMP
◆Stephanie McClelland - BAY	◆Shannon Ponticelli - HMP
◆Robert Ernst - BAY	◆Tracy Foster - HMP
◆Sandy Cotten - BAY	◆Gina Boyles - HMP

◆Paid through Title I Grant Funds

18. Addendums

Recommend the Board approve the Addendums to the following contracts:

Administrative Office Staff
 Non-certificated Supervisors Unit
 Berkeley Twp. Education Assn.

19. Extended School Day Program

Recommend the Board approve the following teaching staff members for the Extended School Day Program at the H. & M. Potter School and Bayville School, to meet three (3) times a week for one (1) hour per session up to 40 weeks, at \$4,993.20 each, through Title I Grant funding:

Thomas Ettari - HMP	Laurie Peters - BAY
Deborah Immerso - HMP	Catherine MacMoyle - BAY
Shannon Ponticelli - HMP	Robyn Romano - BAY
Gina Boyles - HMP	Cheryl DePetro - BAY
Tracy Foster - HMP	Dawn Blumensteel (Sub) - BAY
	Linda Casagrand (Sub) - HMP

20. Project Starfish

Recommend the Board approve the following staff members for Project Starfish, an after-school program, for the 2017-2018 school year, paid through the McKinney-Vento "Project Starfish" Grant as listed:

Name/School	Days	Hrs./Day/Rate	Title/Amount
Gianna Clavelli-Bassford - BTE	76	3.0 - \$30	Master Teacher - \$6,840
Rebecca Melanson - HMP & BAY	38	1.5 - \$30	Guidance Counselor - \$1,710
Theresa Pasqualetto - BAY & CBW	38	1.5 - \$30	Guidance Counselor - \$1,710
Stacy Kakos - BTE	38	1.5 - \$30	Guidance Counselor - \$1,710
Melissa Stierle - BAY	76	1.5 - \$30	Teacher - \$3,420
Jill Kramer - CBW	76	1.5 - \$30	Teacher - \$3,420
Heather Melanson - BTE	76	1.5 - \$30	Teacher - \$3,420
Tara O'Brien - HMP	76	1.5 - \$30	Teacher - \$3,420
Kristen Reiser - BTE & CBW	20	1.5 - \$30	PE Teacher - \$900
Isabella Appignani - BAY & HMP	20	1.5 - \$30	PE Teacher - \$900
Diane Skowronski - BTE	76	1.0 - \$19.09	Aide - \$1,450.84
April Koffler - HMP	76	1.0 - \$16.79	Aide - \$1,276.04
TBD	76	1.5 - \$20	Bus Driver - \$2,280
TBD	16	1.0 - \$120	Music Therapist - \$1,920
TBD	16	1.0 - \$125	Yoga Specialist - \$2,000
Jackie Wright Aimee Roma Kayla Crick Luke Hurley Melissa Tomaini Theresa Pasqualetto Linda Casagrand			Substitute Substitute Substitute Substitute Substitute Substitute Substitute

(Snacks & Materials = \$2,503.12)

B. OTHER BOARD ITEMS

MOTION by Mr. Pellecchia that upon recommendation of the Superintendent Items B1-B11 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 for the month of September, 2017.

2. Homebound Instruction

Recommend the Board approve Homebound Instruction for the following student for a minimum of 2 weeks:

I.D. #996807 - effective 9/8/17

3. Services for the NJ Commission for the Blind 2017-2018

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 2017-2018 school year:

I.D. #999902 - Level 2 - \$4,500

4. Emergency Operations Plan

Recommend the Board approve the Emergency Operations Plan for the Berkeley Township School District for the 2017-2018 school year.

5. Observances

Recommend the Board recognize the following:

- a) **Week of Respect** - October 2-7, 2017
- b) **School Violence Awareness Week** - October 16-20, 2017
- c) **National School Bus Safety Week** - October 16-20, 2017

7. CAP Project

Recommend the Board approve Berkeley Township School District entering into an agreement to participate in the Child Assault Prevention (CAP) project for the 2017-2018 school year.

8. NJQSAC

Recommend the Board approve the NJQSAC (New Jersey Quality Single Accountability Continuum) Statement of Assurance for the 2017-2018 school year.

9. Content Area Adoption Dates

Recommend the Board approve the following Content Area Adoption Dates as required by the State Board of Education:

Standard	Content Area	State Board Adoption Date:	Required District Implementation of Revised Curricula
1	Visual and Performing Arts	July 9, 2014	September, 2015
2	Comprehensive Health and Physical Education	July 9, 2014	September, 2015
3	English Language Arts	May 4, 2016	September, 2017
4	Mathematics	May 4, 2016	September, 2017
5	Science	July 9, 2014	Grades 6-12 - September, 2016 Grades K-5 - September, 2017
6	Social Studies	July 9, 2014	September, 2015
7	World Languages	July 9, 2014	September, 2015
8	Technology	October 1, 2014	September, 2015
9	21st Century Life and Careers	October 1, 2014	September, 2015

10. Second Reading of Bylaws/Regulations/Policies

Recommend the Board approve the second reading of the Bylaws/Regulations/Policies listed below:

- Policy 5111 Eligibility of Resident/Nonresident Students (Revised)
- Reg. 5330 Administration of Medication (Revised)
- Policy/Reg 5350 Student Suicide Prevention (Revised)
- Policy 9541 Student Teachers/Interns (Revised)
- Policy 5339 Screening for Dyslexia (Revised)
- Policy 5514 Student Use of Vehicles on School Grounds (Revised)
- Reg 5514 Student Use of Vehicles on School Grounds (ABOLISHED)
- Policy/Reg 8441 Care of Insured or Ill Persons (Revised)
- Policy/Reg 2423 Bilingual and ESA Education (Revised)
- Policy/Reg 3240 Professional Development for Teachers & School Leaders (Revised)

11. Use of Facilities

Recommend the Board approve 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, September 30, 2017
Saturday, October 7, 14, 21, 2017
Saturday, November 4, 18, 2017

BTES

BERKELEY BASKETBALL SPECIAL NEEDS - Gym - 9:00 am - 10:15 am
Saturday, October 28, 2017

BERKELEY TWP. REC. - TRICK OR TRUNK
Saturday, October 28, 2017 - 9:00 am - 5:00 pm
Parking Lot/Restrooms

X. BUSINESS ADMINISTRATOR'S AGENDA

MOTION by Mr. Cammarato that upon recommendation of the Business Administrator Items 1-10 be approved.

SECOND by Mr. Pellecchia.

ROLL CALL VOTE: 8 Ayes, 0 Nays, 4 Abstains (Mrs. Bacchione on Item 2, Mr. Fisher on Items 1 and 3, Mr. MacMoyle on Item 3, and Mrs. Shedlock on Item 1). Motion carries.

1. Minutes

RESOLVED that the Minutes of the Regular Meeting held on August 30, 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 September 15, 2017	
Check number 42189-42317	\$1,035,616.69
Bills List dated September 20, 2017	
10/1/17 Bond Payment	\$1,738,800.00
Bills List dated September 25, 2017	
CDL Loan Payoff	
Check number 42318	\$501,560.55

(Attachment 2)

Purchase Order Report listing	
Purchase Orders numbered 18-00508-18-00676	\$ 555,959.35

(Attachment 3)

3. Payroll Approval

BE IT RESOLVED that the monthly payroll be approved:

Payroll - August 15, 2017	\$ 297,785.61
Payroll - August 30, 2017	\$ 256,738.15

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the month of July, 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 July 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 month ended July 31, 2017 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachment 6)**

7. TRAVEL

Recommend the Berkeley Township Board of Education approve the following travel:

Name	Seminar/Workshop (Registration &/or Mileage)	Dates	Not to Exceed
Laura Bale - CBW	Phonics First - An Accredited Orton-Gillingham Program - Stockton (registration)	Oct. 2, 3, 26, 27, 2017	\$1,295.00
Sandy Cotten-BS	Phonics First - An Accredited Orton-Gillingham Program - Stockton (registration)	Oct. 2, 3, 26, 27, 2017	\$1,295.00
Shannon Ponticelli-BS/HMP	Phonics First - An Accredited Orton-Gillingham Program - Stockton (registration)	Oct. 2, 3, 26, 27, 2017	\$1,295.00
Michaeleann Warchol	School Nutrition Program for Free & Reduced Lunch- Freehold NJ (mileage)	Oct. 3, 2017	\$30.00
Shannon Spafford	Autism and Sensory Processing Disorders Workshop - Toms River (registration)	Oct. 10, 2017	\$225.00

Karen Quartuccio	Autism and Sensory Processing Disorders Workshop - Toms River (registration)	Oct. 10, 2017	\$225.00
Jeff Zito, James Roselli	TechXtend-Eatontown (mileage)	Oct. 13, 2017	\$25.00
Dan Prima	TechXtend-Eatontown (mileage)	Oct. 13, 2017	\$25.00
Debbie Fierra	Ocean County Directors' Meetings - Location TBD (mileage)	Oct. 17, Nov. 21, Dec.19, 2017, Jan. 16, 2018	\$175.00
Stephanie Koplitz - CBW	FATE (Foundation for Autism Training & Education)Workshop - Rahway (registration)	Oct. 26 & 27, 2017	\$195.00
Eileen Clemente-PT	Summit Workshop in Cherry Hill (registration)	Nov. 17, 2017	\$225.00
Kristin Flynn-OT	Summit Workshop in Cherry Hill (registration)	Nov. 17, 2017	\$225.00
Jessica Schlottfeld	Anxiety in the Classroom PESI - Toms River (registration)	Dec. 1, 2017	\$225.00

8. Transportation

Recommend the Berkeley Township Board of Education approve the following transportation jointure:

Host District	Student ID	Dates	School	Per Diem Rate
MOESC	998952	9/5/17-6/15/18	H&M Potter	\$157.50

Recommend the Berkeley Township Board of Education rescind the following transportation jointure:

Host District	Student ID	Dates	School
Central Regional	997905	9/5/17-6/12/18	New Road

9. Accountability Officers

Recommend the Board approve the following as Accountability Officers for the respective grants in accordance with Uniform Guidance 2 CFR 200.415:

ESSA - Dr. Jeffery Zito Preschool Expansion - Dr. Jeffery Zito IDEA - Debbie Fierra

10. Comprehensive Maintenance Plan

Recommend the Board approve the Comprehensive Maintenance Plan and M1 for the 2016-17 through 2018-19 school years. **(Attachment 7)**

XI. OLD BUSINESS

None.

XII. NEW BUSINESS

None.

XIII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

None.

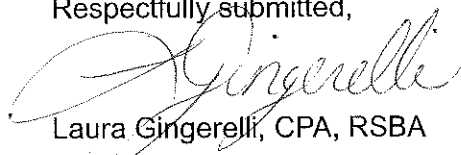
XIV. EXECUTIVE SESSION

None.

XV. ADJOURNMENT

Mr. Pellecchia made a motion to adjourn the meeting. Mrs. Shedlock seconded the motion. All in favor. Meeting adjourns at 7:03 p.m.

Respectfully submitted,



Laura Gingerelli, CPA, RSBA
Business Administrator/Board Secretary

