

September 8, 2011
Regular Meeting

I. CALL MEETING TO ORDER:

A Berkeley Township Board of Education Meeting was held on Thursday, September 8, 2011 at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, New Jersey. Board Vice President, John Bacchione, called the Meeting to order at 6:32 p.m. Adequate notice of this Meeting has been given in accordance with the provisions of the Open Public Meetings Act.

II. FLAG SALUTE:

The Meeting was opened with a Salute to the Flag. Mr. Bacchione asked for a moment of silence for our service people.

III. ROLL CALL:

PRESENT: John Bacchione, Sal Ferlise, Jim Fulcomer, Sophia Gingrich,
Thomas Grosse, Noriko Kowalewski, Dawn Parks, Steve Pellecchia

ABSENT: James Byrnes

ALSO PRESENT: Joseph H. Vicari, Interim Superintendent
Laura Venter, CPA, Business Administrator/Board Secretary
John C. Sahradnik, Board Attorney

IV. PRESIDENT'S REPORT:

Mr. Bacchione stated there was a hiccup in the transportation of students on Tuesday, the first day of school, with inclement weather. Mr. Bacchione noted that Mr. Byrnes would like to ask Mr. Grosse, Chairman of the Transportation Committee, to have a special meeting to resolve the transportation issues from the first day of school.

Mr. Bacchione stated the RFP for the Power Purchase Agreement is out and the Board is waiting for bids to be received from vendors who are interested in providing the solar panels for the district. Future updates will be given at the board meetings.

Regarding a rumor that has been circulating in the district about the Superintendent's position, Mr. Bacchione stated there has been no decision by the Board. Mr. Vicari will be here through the end of the school year. Prior to the end of the year, the Board will have discussions how they plan to move forward. Mr. Vicari is an asset to the district and brings many years of experience to the district.

Mr. Bacchione read a list of Shared Services that the district participates in with other districts and entities. (**Attachment #1**)

V. SUPERINTENDENT'S REPORT:

Mr. Vicari reported on the following items:

- The first day school opened we had some weather problems. Mr. Vicari thanked the bus drivers for doing such an outstanding job. Buses are now running on time and are very efficient. Our bus drivers have one goal and that is the safety of our children. Mr. Vicari also thanked the administrators and teaching staff for a job well done. We have a partnership with parents to focus on the safety of their children.

Mr. Vicari thanked Mr. Grosse for his insistence on continuing the DARE program.

The enrollment at Clara B. Worth has skyrocketed and will affect kindergartners. There will be a committee report on what will happen to kindergartners for next year. All four of our schools will be given a quality education. Students right now are receiving full instructional programs. Mr. Vicari said he is very proud of the fact that we create a very good nurturing environment for our students.

VI. PUBLIC DISCUSSION ON AGENDA ITEMS:

None.

VII. COMMITTEE REPORTS:

1. Education and Liaison to Central Regional: Jim Fulcomer, Chairperson

Mr. Fulcomer stated that the Education Committee met today and complimented the administration on taking steps to relieve the overcrowding at Clara B. Worth School. The committee reviewed the schools' activities for Constitution Day, September 17, 1787. Next week the gifted and talented teachers will be having a lesson for all the students on Constitution Day to commemorate this important day. The committee is hoping the schools will participate in the VFW essay contest this year. The committee also discussed the alignment of educational programs between Berkeley Township and Central Regional.

2. Policy & Legislation: Dawn Parks, Chairperson

Ms. Parks stated they met this evening to review numerous policies. These will be on next month's agenda for first reading.

3. Finance: John Bacchione, Chairperson

Mr. Bacchione reported that the Finance Committee met today and all purchase orders and the bill list were reviewed and approved for payment.

The Finance Committee reviewed the following at the September 8th meeting:

Purchase orders numbered 12-00366 through 12-00431 in the amount of \$105,825.57.

VIII. SUPERINTENDENT’S AGENDA:

MOTION by Mr. Fulcomer, second by Mr. Pellecchia and carried upon Roll Call Vote (8 Ayes, 0 Nays, 0 Abstains) that upon recommendation of the Superintendent Items A1 – A10 and B1 – B4 be approved:

A. PERSONNEL RESOLUTIONS:**1. Resignation:****ACTION**

- a. Recommend the Board accept the resignation of Vera Cunha, teacher aide assigned to the Berkeley Township Elementary School, effective August 22, 2011. (Ms. Cunha has accepted a teaching position elsewhere.)
- b. Recommend the Board accept the resignation of Alison Poskay, Food Service Worker (Cook) at the Berkeley Township Elementary School, effective immediately.

2. Leaves of Absence:**ACTION**

Recommend the Board approve a leave of absence for the following staff members:

- a. Justin Mannarino-CBW-Gr. 4 INCL:
“Family Leave/Paternity Leave” of absence utilizing a maximum of 18 accumulated available sick days, effective 11/1/11 through 11/30/11. Anticipated return - 12/1/11.
- b. Melanie Cottrell-BAY-Clerk Typist:
Medical leave of absence utilizing accumulated available sick days, effective 9/1/11 through 9/30/11.

3. Approval of Custodial Worker: ACTION

Recommend the Board approve the appointment of Joseph Meyers as a full-time custodial worker at the Clara B. Worth School, at the hourly contractual rate of pay, effective 9/12/11 through 6/30/12. (Mr. Meyers replaces a custodian who resigned.)

4. Transfer/Reassignments: ACTION

Recommend the Board approve the following transfers/reassignments for the 2011-2012 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Regina Avenoso	BAY-ALPS	BAY-ALPS/Tech.
Robin Barraud	BTE-Computers	BTE-ALPS/Tech.

5. Salary Revision: ACTION

Recommend the Board approve a salary revision for the following new teacher for the 2011-2012 school year, effective 9/16/2011 (pending release from Lakewood) through 6/30/2012:

<u>Name</u>	<u>From</u>	<u>To</u>
Melissa Puri-BTE-Music	Step 1-BA guide (\$46,115)	Step 1-MA guide (\$49,715)

6. Salary Adjustment: ACTION

Recommend the Board approve a salary adjustment for the following individual:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Reason</u>	<u>Effective</u>
Lorraine Johnson	\$53,290.00 (Step 6-BA+15)	\$54,990.00 (Step 6-MA)	College Credits	9/1/11

7. Change in School Aides Hours (BTE only): ACTION

Recommend the Board approve a change in the following school aides hours for the 2011-2012 school year at BTES, at the hourly contractual rate of pay, effective 9/1/11 through 6/30/12:

<u>Name</u>	<u>From</u>	<u>To</u>
Tamara Carsten	2.25 hrs.	2.50 hrs.
Deborah Cerbone	2.25 hrs.	2.50 hrs.
Tracy DellaPietro	2.25 hrs.	2.50 hrs.

8. Extra-Curricular Position: ACTION

Recommend the Board approve the appointment of the following staff members to the stipend extra-curricular position as listed for the 2011-2012 school year, as stipulated in the current negotiated BTEA contract, effective September 1, 2011 to June 30, 2012:

Safety Patrol Coordinator: Michael Conforti – BTE
 Jason Miller – HMP
 Isabella Appignani - BAY

9. Reappointment of Non-Tenured Teacher: ACTION

Recommend the Board approve the reappointment of Cheryl Perone, non-tenured teacher, for the 2011-2012 school year, effective 9/1/11 through 6/30/12.

10. Substitutes: ACTION

Recommend the Board approve the following individuals as substitutes for the assignments listed below during the 2011-2012 school year:

- A. Non-Instructional:**
 - Teresa Calleo.....Aide
 - Caroline Dorick.....Clerical Worker
- B. Instructional:**
 - Teresa Calleo.....Teacher
 - Angela Frawley.....Teacher
 - Rebecca L. Laboy.....Teacher

B. OTHER BOARD ACTION:

1. Rescind Out-of-District Placement: ACTION

Recommend the Board approve rescinding the out-of-district placement for the following student:

I.D. #994801 - Education Academy
 (Student will be returning to district at BTE, effective 9/1/11.)

2. STARBASE Academy Resolution: ACTION

Recommend the Board approve and adopt the resolution establishing the STARBASE Academy at the Joint Base McGuire-Dix-Lakehurst facilities for fifth grade students. This program will be funded by the US Department of Defense to raise the interest and improve the knowledge and skills of fifth grade students in math, science and technology by exposing them to the technological environment and positive role models found on military bases. (**Attachment #2**)

3. First Reading of Regulations/Policies: ACTION

Recommend the Board approve the first reading of the following Policies/Regulations listed below:

ByLaw 0144	Board Member Orientation and Training
ByLaw 0174	Legal Services
ByLaw 0177	Professional Services
Policy 1220	Employment of Chief School Administrator
Policy/Reg. 1570	Internal Controls
Policy/Reg. 5600	Pupil Discipline/Code of Conduct
Policy/Reg. 6111	Special Education Medicaid Initiative (SEMI) Program
Policy/Reg. 6471	School District Travel
Policy 7434	Smoking on School Grounds
Policy/Reg. 8461	Reporting Violence, Vandalism, Harassment, Intimidation, Bullying, Alcohol and Other Drug Abuse
Policy 9700	Special Interest Groups

4. Second Reading of Regulations/Policies: ACTION

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

Policy 1620	Administrative Employment Contracts (Revised)
Policy 6423	Expenditures for Non-Employee Activities, Meals, and Refreshments (Revised)
Policy 6470	Payment of Claims (Revised)
Policy 6510	Payroll Authorization (Revised)
Policy 6830	Audit and Comprehensive Annual Financial Report (Revised)
Policy 6832	Conditions of Receiving State Aid (New)
Regulation 7410.01	Facilities Maintenance, Repair Scheduling and Accounting (Revised)
Policy 9120	Public Relations Program (Revised)
Policy 3431.3	New Jersey's Family Leave Insurance Program (Teaching Staff Members) (New)
Policy 4431.3	New Jersey's Family Leave Insurance Program (Support Staff Members) (New)
Policy 8760	Pupil Accident Insurance (Revised)
Policy 5512	Harassment, Intimidation, & Bullying (New)
Policy/Reg. 5533	Pupil Smoking (Revised)
Policy 1110	District Organizational Chart (Revised)
ByLaw 0142.1	Nepotism (Revised)

MOTION by Mr. Fulcomer, second by Mr. Pellecchia, and carried upon Roll Call Vote (8 Ayes, 0 Nays, 0 Abstains) that upon recommendation of the Superintendent Items A11 – A15 be approved:

A. PERSONNEL RESOLUTIONS:

11. Resignation: ACTION

Recommend the Board accept the resignation of Christinya Leifert, cafeteria aide assigned to the Bayville School, effective 9/1/11.

12. Appointment of Teacher’s Aides: ACTION

Recommend the Board approve the appointment of the following teacher’s aides assigned to the H. & M. Potter School, not to exceed 24 hours weekly, at the hourly contractual rate of pay, effective 9/9/11 through 6/30/12:

Shannon Enright
Christinya Leifert

(These appointments replace two aides who resigned.)

13. Leave of Absence: ACTION

Recommend the Board approve a Family Leave of absence for the following staff member:

Marc Troccola-CBW-Autism:

“Family Leave/Paternity Leave” of absence utilizing accumulated available sick days, effective on or about 9/9/11. Anticipated return – 10/3/11.

14. Bus Driver/Attendants Work Hours: ACTION

Recommend the Board approve the Bus Driver/Attendants work hours at the hourly contractual rate of pay, effective September 1, 2011 through June 30, 2012. (Attachment #3)

15. Revision of Grade Assignment: ACTION

Recommend the Board approve the revision of the following teacher’s grade assignment for the 2011-2012 school year:

<u>Name</u>	<u>From</u>	<u>To</u>
Kevin Waldron	Gr. 1-HMP	Gr. 4-HMP

IX. BUSINESS ADMINISTRATOR’S AGENDA:

MOTION by Mr. Fulcomer, second by Ms. Parks, and carried upon Roll Call Vote (8 Ayes, 0 Nays, 3 Abstains – Ms. Gingrich on Item 1; Mr. Grosse on Item 1; and Ms. Parks on Item 3) that the Business Administrator/Board Secretary’s Items 1 – 9 be approved:

1. Minutes: ACTION

RESOLVED that the Minutes of the Regular Meeting held on August 23, 2011 be approved.

2. Payment of Bills: ACTION

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

Bills Lists (**Attachment #4**) dated September 8, 2011 \$1,002,085.26

3. Payroll Approval: ACTION

BE IT RESOLVED that the monthly payroll be approved:

Payroll – August 2011 \$ 418,436.43

4. Appropriation Transfers: ACTION

BE IT RESOLVED that the Appropriation Transfers for the month of June 2011 to the 2010-2011 budget be approved. (**Attachment #5**)

5. Board Secretary’s Report: ACTION

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 June 30, 2011, after review of the Secretary’s monthly financial report (preliminary) 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 #6**)

6. Report of the Treasurer of School Monies: ACTION

RESOLVED that the Berkeley Township Board of Education accept the Preliminary Report of the Treasurer of School Monies for the month ended June 30, 2011, and that the Board Secretary’s Report and Treasurer of School Monies Report are in agreement. (**Attachment #7**)

7. Travel Approvals: ACTION

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>
Regina Avenoso	N.J. Law Fair	10/11/11	\$70.00
DyAnn DeClerico	Affirmative Action Officer Training	10/14/11	74.20
Annemarie Manfredi	NJ School Health Conference	10/26/11	195.00
Barbara Pinheiro	NJ School Health Conference	10/26/11	195.00

8. 2011-2012 Transportation Routes: ACTION

RESOLVED that the Berkeley Township Board of Education approve the 2011-12 Transportation Routes for submission to the Executive County Superintendent’s Office and the Berkeley Township Police Department.

9. Comprehensive Maintenance Plan: ACTION

Recommend that the Berkeley Township Board of Education approve the Comprehensive Maintenance Plan for 2010-2011, 2011-2012, and 2012-2013 as presented. (**Attachment #8**)

X. OLD BUSINESS:

None.

XI. NEW BUSINESS:

None.

XII. PUBLIC DISCUSSION OF NON-AGENDA ITEMS:

A member of the public made a statement that she became a bus driver to have a job that more closely aligns with her children’s school hours. She spoke on behalf of the importance of a bus driver’s job. She understands the budget constraints. However, this year the bus drivers don’t have one minute to take a break, not even to go to the bathroom. She believes they are the only department that does not have a room where the drivers can have a meeting, go over routes, or meet privately with their supervisor. Now they find out

they are expected to use a Porta-John in the bus yard. She noted they were told this was because of safety issues of going into the garage. Drivers have been using the bathroom in the garage for many years. This year bus drivers are utilizing mail boxes in the garage as well as their sign-in/sign-out sheets. However, this doesn't seem to be a safety issue. This is why bus drivers are feeling degraded and like dirt.

Ms. Parks would like to tour the garage facilities with Mr. Grosse to review the safety issues.

Mr. Vicari replied that he doesn't think anyone works harder than our bus drivers, and he has a great deal of respect for them. They are not paid enough for the work they do. They have the best interests of our children at heart. Mr. Vicari asked that the bus drivers give them a little more time and the Board will look into this matter. Mr. Vicari thanked Mr. Duggan for his help regarding a situation a few days ago. In Berkeley Township, we make changes and solve problems.

Mr. Duggan agreed with the bus driver that this is an undesirable facility. If this is a result due to the Central Regional jointure, then maintenance needs to address this issue and not deny our bus drivers their basic needs to function in that capacity.

Ms. Parks personally thanked Mr. Zito, Mr. Duggan and the other 15 staff members at Potter School for the great job they did on Tuesday.

Ms. Venter explained the reasoning why they decided to use the Porta-John. In the past, there were two mechanics and two bays at the garage. Only one bay was used. Now, with the shared services agreement with Central Regional, we have four mechanics that are utilizing both bays all the time. When the doors to the bays are closed, there is very little room to move around the buses. The mechanics have told us this is unsafe to have people trying to making their way to the bathroom. When we do build the new maintenance building, there will be both a men's and ladies' room that can be used by the drivers.

Bus driver inquired about a suggestion that was made that they use a trailer at the garage to allow for more storage and would have a bathroom.

Mrs. Venter explained that they are not permitted to add toilet facilities there because it is part of the pinelands.

Mr. Bacchione reiterated that the Board will look into the matter and get back to them at the next meeting.

A member of the public agreed that they need to resolve the rest room issue as soon as possible for the drivers and also wanted to know if the newly created position in the Transportation Dept. was ever posted.

A parent of a CBW student received a phone call on Tuesday night that her son cannot attend CBW. She is very upset that her kindergartener can't go to CBW where her other children are attending.

Mr. Bacchione stated he also had two children who attended CBW and now his third child has to go to Potter School.

Mr. Vicari explained that the Kindergarten classes at CBW are at their maximum, and they only found out two days before school began. The Board will have to make a decision as far as realigning CBW. Back in 2008, Mr. Vicari stated he went to the Board President, Mr. Bishop, and told him it was necessary for the Board to realign the CBW district due to the growing development in the area. Mr. Vicari was under the assumption that when he left the district, Mr. Bishop assigned this task to the Assistant Superintendent to come up with a proposal.

During this time the Board was very knowledgeable about zoning, rezoning, and housing as there were five board members who were on the Planning Board and Board of Adjustments in leadership roles. When Mr. Vicari came back to the district, he could not believe that nothing had been done in his absence.

The school enrollment of CBW is now over 600. In the State of New Jersey they have what is known as comparability. You cannot have 25 students in one grade level classroom and only 16 or 17 students in the same grade level classroom in another part of the town. The Board took another look at the situation and realized they couldn't take a teacher from somewhere else because all the class sizes were almost at 25. Years ago, the Harbor Inn section all used to go to HMP. Next year the Board will have to make some decisions for realignment. If all the approved housing is built in Berkeley Township, a new school would have to be built. Toms River and Brick are losing student population. Berkeley is gaining student population, and two years from now it is going to be a problem because of the tremendous growth.

In 2008, the Commissioner of Education, Lucille Davy, wanted us to build a preschool for \$21 million. Berkeley Township will have a major problem in future years unless there is dedicated land to build a new school. Right now, we have no land to build a new school.

The State of New Jersey has codes. The maximum number of students allowed in kindergarten is 25. A regular classroom may have 30 – 35 students per class. Mr. Vicari stated that in his opinion there shouldn't be more than 20 students in a class. He believes that when the recession breaks there will be over 400 new homes built in Berkeley Township.

A parent stated she was sad that her family is being broken up by placing a sibling in another school.

Mr. Vicari gave his word that next year, if he is still here, if a child's school needs to be changed parents would be notified at least 4 – 5 months ahead of time not with only a two-day notice.

A bus driver stated that she has been a resident in Berkeley for 40 years and has worked for the district for thirty-one and one-half years. Never has a driver been injured at the bus garage. She stated that the bus drivers are very dedicated, loyal, children-loving employees. The children's safety is their number one concern. She thanked Mr. Vicari for all the compliments he gave the bus drivers and just asked that they resolved the restroom issue as soon as possible.

A bus driver stated she received a phone call Tuesday evening after the first day of school and was offended at the message sent out to parents blaming the Transportation Dept. The message should have stated that the "Board of Education apologizes for the errors that occurred today."

Mr. Vicari responded that the call was not intended to be an insult. He wanted to protect the Transportation Department from criticism. Mr. Vicari stated he is one of the bus drivers' biggest advocates and has always supported them and the fine job they do.

A bus driver commented on the previous situation where siblings had to be sent to different schools. Years ago, she was in this same position. However, if there were already siblings in a school, they kept them together. New students coming into the district were moved to another school.

A parent inquired about a bus stop issue and also wanted to know why BTES does not take pride in their retention basin. The grass is never cut and it is an eyesore.

Mr. Bacchione assured him they will take care of it.

A bus driver stated she was the only African-American working in the Transportation Department. She feels the bus drivers are disrespected as a unit. She hopes everyone can work together to resolve these problems.

A parent stated he tries to stay involved and worked very hard trying to get the budget passed last year. At the last meeting on June 9th, he waited around two hours for the Board to come out of their Executive Session.

Mr. Vicari and Mr. Sahradnik explained that when the Board makes the motion to go into Executive Session and announces no action will be taken, then no other votes can happen. The meeting is over. Mr. Vicari stated he was sorry that he waited around for nothing.

The same parent said his sixth grader came home from school and stated "Stokes is back." Was he misinformed? What is happening with Stokes?

Ms. Parks informed the parent of the Berkeley Township Education and Environmental Foundation's formation to fund raise for Stokes.

XIII. EXECUTIVE SESSION:

MOTION by Mr. Grosse, second by Mr. Pellecchia, and all in favor that the Board move into Executive Session at this time, 7:47 p.m., for the purpose of discussing legal matters as outlined under the Open Public Meetings Act. The Board will not be reconvening into open session following the Executive Session. The Board of Education will not take public action at this evening's Public Meeting. When, and if, the Board of Education takes action on any of the matters, the action will be disclosed to the public. Minutes will be made available when the need for confidentiality no longer exists. Therefore the Regular Meeting is adjourned at 7:47 p.m.

Respectfully submitted,

Laura Venter, CPA, RSBA
Business Administrator/Board Secretary