

I. CALL MEETING TO ORDER

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, February 26, 2019, 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 8, 2019 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.

III. ROLL CALL

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

ABSENT: Mr. Guarascio and Mr. Pellecchia

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

IV. PRESENTATIONS

Amanda McKenna presented Certificates of Recognition to Young Writers Contest Winners from her third grade class.

Dr. Zito presented Certificates of Recognition to Reading Challenge Winners.

Frank B. Holman, III, President, Holman Frenia Allison, PC gave a presentation reviewing the 2017-2018 Comprehensive Annual Financial Report.

Mr. Cammarato, Chair of the Finance Committee, thanked Mr. Holman and Mr. Conaty for their work on the audit.

V. PRESIDENT'S REPORT

Good evening everyone. I would like to make mention of last month's meeting on January 22, 2019. It was very stimulating and active, however, we have to refrain from calling out on the dias. Comments, remarks and questions are to come through a point of order, i.e. "through the chair, Madam President". We appreciate everyone's opinions and viewpoints. It's what makes the nine of us work well together. In a public setting we must remain professional. Thank you.

The committees have been very active over the last month. Education, Personnel, Buildings and Grounds, Policy and Finance have all met. We look forward to hearing the reports.

In the last few weeks we have had some inclement weather. Two delayed openings and last week an early dismissal that all ran very smoothly. Thank you to Dr. Roselli and staff.

I also want to thank Mr. Prima and Mr. Waldron for letting me attend their week in review on Friday, February 1, 2019, here at Berkeley Township Elementary School. Every Friday, Berkeley Township Elementary School has a week in review for both 5th and 6th grades. They have inspirational videos and encouraging words for the students for the week ahead. The most uplifting part of the event is acknowledging all the students who have done something during the past week to make a difference in the lives of a classmate, teacher, or staff member's day. We have really wonderful students who make coming to school a reason to smile.

This morning Mr. Ytreboe, Mr. Cammarato and I met with Dr. Roselli, Mr. Rieder and Mr. Conforti to tour Bayville School to see the impact of the preschool expansion. We were able to get an idea of the layout for next year and see the current preschool classrooms. Thank you to Mr. Rieder and Mr. Conforti for taking time out of their busy day to show the great job they are doing in Bayville School.

The Public Hearing on the budget will be at the March 26, 2019 meeting.

This concludes the President's report. Thank you.

VI. SUPERINTENDENT'S REPORT

Dr. Roselli read the Superintendent's Report. **(Attachment 1)**

VII. COMMITTEE REPORTS

Personnel: Mr. Ytreboe reported that the committee met on February 19, 2019 and discussed personnel hirings to be approved on tonight's agenda.

Building and Grounds: Mr. Fisher reported that the committee met on January 31, 2019 and discussed Gym floor issues at BTES and Bayville School. They are currently safe but need attention and will be addressed before they are resurfaced. A leak on the roof at BTES, which contributed to the gym floor damage, was repaired. I discussed the need for a light at the entrance to the back of the school, at night it is not visible and difficult to navigate, I was told it would be looked into. I asked about the large pile of mulch that has been sitting in the bayville school parking lot, I was told when it was ordered they planned on installing it, however weather played a part in the delay and it will be installed soon.

We discussed the parking lot design for BTES and how it's going to work with the change of busses and dropoff and pickup and it will be safer. It will be similar to CBW and Potter. We do lose some parking, however this is a safer design and that takes precedence. Awnings were discussed for BTES for areas where the kids will be waiting for the buses and at the entrance of the maintenance building. This will provide weather protection to our students and videos, the cost is minimal. We also discussed a covering at the bus garage, this has been a problem in the past with the pinelands commission, its needed to provide better working conditions for our employees and ensure our buses are in proper working condition in a timely manner.

We also met on 2-19-19 and discussed the plans for the schools to include the incoming 3 year olds. We met with each building principal and discussed their individual plan and how the staff is dealing with changes. We were assured by each principal that the staff has been positive and accommodating. There is minimal construction needed at Bayville School and Potter, mostly moving classrooms to keep the preschool program together. There is money in preschool budgets for improvement. These plans ensure that the preschool kids and all of the current and future students are in a classroom. Please remember, these schools accommodated all 6 grade levels before BTES was built.

Education: Mrs. Shedlock reported that the committee met on Tuesday, February 19, 2019 and discussed the continued expansion of the preschool program for the 2019-2020 school year. There will be some classrooms moved in Bayville School, CBW, and H&M Potter School to accommodate the additional preschool classrooms. This will also allow the other grade levels to be closer to each other and grouped together. There were discussions about the need for additional support staff to accommodate the growing preschool program was discussed. The education committee discussed the potential for purchasing additional programs to help struggling students with standardized testing using State aid funds. We also discussed moving back to a 5 day special rotation for next school year. The 2019-2020 school year is going to be a very busy and exciting year to come.

Policy: Mr. MacMoyle reported that the committee met tonight to review the first readings of the policies that will be approved on this agenda.

Finance: Mr. Cammarato requested a change of process for the finance committee. He suggested that the committee meet one week before the board meetings to allow more time to review financial reports. The committee met tonight and reviewed all bills and purchase orders. All were found to be in order.

VIII. PUBLIC DISCUSSION ON AGENDA ITEMS

None

IX. SUPERINTENDENT’S AGENDA (Part 1 of 2)

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

SECOND by Mrs. Shedlock

ROLL CALL VOTE: (7 Ayes, 0 Nays, 0 Abstain) Motion carries.

A. PERSONNEL RESOLUTIONS

1. Retirement

Recommend the Board accept the retirement of the following staff member:

Name	Position	Effective
George Cassidy	Custodial Worker - Dist.	2/28/19

2. New Hires

Recommend the Board approve the following new hires, in the position listed, effective 2/27/19:

Name	Position	Salary
a) Laura Baldwin*	Aide - BAY - 6 hrs./daily	Contractual
b) Jamie McCorry	Teacher - Gr. 5 - BTE	Step 1 - BA Guide
c) Brandon Furnari	Custodian - Part-time	Contractual♦
d) Barbara Mennicucci	Custodian - Part-time	Contractual♦
e) Joseph Rebis	Custodian - Part-time	Contractual♦

*Pending completion of all paperwork

♦Paid through PEEA Funding

3. 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. #5492-Teacher-BAY:
Medical leave of absence to start 1/7/19 and continue through 2/1/19.
- b) I.D. #5462-Teacher-BAY:
Unpaid leave of absence to start 2/19/19 and continue through 5/21/19.
- c) I.D. #5825-Secretary-HMP:
Leave of absence to start 2/19/19 and continue through 3/1/19.
- d) I.D. #5547-Teacher-HMP:
Leave of absence to start 2/1/19 and continue until further notice.
- e) I.D. #5458-Teacher-HMP:
Medical leave of absence to start 3/26/19 and continue through 4/18/19.

4. Substitute(s)

Recommend the Board approve the following substitute(s) for the assignment(s) listed for the 2018-2019 school year:

Name	Position
a) Margaret Byrnes	Clerical Worker/Aide
b) Deven DelPriore	Teacher/Aide
c) Brooke Leary	Teacher
d) Angela Micozzi	Aide
e) Trevor Palagonia	Teacher/Aide
f) Daniella Pineno	Aide
g) Abigail Venter	Teacher/Aide
h) Brandon Furnari	Custodian
i) Jessica Furnari	Custodian
j) Rose Drzaszcz	Clerical Worker/Aide

5. Long-term Substitute

Recommend the Board approve the following long-term substitute 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
a) Jessica Roth	I.D. #5462-Teacher-BAY	2/27/19 - 5/22/19

6. Reassignments/Transfers

Recommend the Board approve the following reassignments/transfers for the 2018-2019 school year at the contractual rate of pay, effective 2/27/19:

Name	From	To
a) Lori Pereira-Arnold	School Aide - CBW	Teacher Aide (1:1) - HMP - 6 hrs./daily
b) Susana Conforti	Teacher Aide - BAY	Bilingual Teacher - PS Step 1 - BA Guide♦

♦Paid through PEEA Funding

7. Intramural Floor Hockey

a) Recommend the Board approve the extension of Intramural Floor Hockey into the month of March to finish the remaining 35 hours previously approved. (Eight more sessions have been scheduled to be completed.)

b) Recommend the Board approve the following staff member for the position listed for Intramural Floor Hockey at the Berkeley Township Elementary School, to be held after school, at the hourly contractual rate of pay, effective 1/22/19:

Name	Position
a) Laura Hastick	Substitute Aide

8. Information Night

Recommend the Board approve the following teaching staff member for a Basic Skills Information Night, for three (3) hours, at the contractual rate of pay, paid through Title I Grant Funding, on 2/28/19:

Stephanie McClelland - BAY

9. Internship

Recommend the Board approve the following staff member for an Administrative Internship for the 2018-2019 school year:

Name	Assigned to	Start Date	Requirements
a) Steven Poppe	Andrea Cimino	Spring Semester	150 Hours

10. Coordinators, Sponsors & Clubs - Spring cycle

Recommend the Board approve the Coordinators, Sponsors and Clubs for the Spring 2019 Cycle, to run for 10 sessions. (Coordinators will be paid for 1.5 hours at the hourly supplemental rate, Sponsors will be paid for 1 hour at the hourly supplemental rate per club meeting date, and Aides will be paid for 1 hour at their contractual rate):

School	Sponsor	Club
CBW	a) Kristy Collins, Coordinator & Sponsor	Lego
	b) Krista DesJardin	Games & Social Skills
	c) Stephanie Violante	Origami
	d) Melissa Davenport	Future Scientists
	e) Laurin Wallace	Arts & Crafts
	f) Kristy Roth	Sports
	g) Ariel Clark Maffia, Aide (as needed)	
	h) Tracey Jarossy, Substitute Teacher (as needed) i) Donna Lapczynski - Substitute Teacher (as needed)	

(Club dates: Mar. 5,12,19,26; Apr. 2,9,16,30; May 7,14-after school for 1 hr.- 2:30 pm-3:30 pm)

School	Sponsor	Club
HMP	a) Tracy Foster, Coordinator & Sponsor	STEM - Gr. 4
	b) Kimberly Tacon	Yoga/Craft
	c) Marianne Cicco	Chess
	d) Kristin Ellingham	STEAM Builders-Gr. 2-3
	e) Christina Lee	Choreography/Dance-Gr. 3
	f) Kayla Crick	Choreography/Dance-Gr. 4

	g) Danielle Stesner h) Nicole Langer	Card (5 sessions) Card (5 sessions)
	i) Kimberly Garbacki j) Tara O'Brien	Little Vet (5 sessions) Little Vet (5 sessions)
	k) Rebecca Melanson l) Erin LeBert	Talent Show (5 sessions) Talent Show (5 sessions)
	m) April Koffler, Substitute Aide (as needed)	

(Club dates: Mar. 6,13,20,27; Apr. 3,10,17; May 1,8,15-before school for 1 hr.-8:15 am-9:15 am)

School	Sponsor	Club
BTE	a) Bonnie Brown, Coordinator & Sponsor	Sports
	b) Lindsay Quigley	Sunshine
	c) Luke Hurley	Chess
	d) Vicki Guy	Art
	e) Mike Colarusso	Health & Fitness
	f) Tracy Smith	Board Game
	g) Sharon Madore, Aide (as needed) h) Diane Skowronski, Aide (as needed) i) Laura Hastick, Aide (as needed)	
	j) Patricia Robinson, Substitute Teacher (as needed) k) Grace Pascucci, Substitute Teacher (as needed)	

(Club dates: Mar. 4,11,18,25; Apr. 1,8,15,29; May 6,13-after school for 1 hr.-1:50 pm-2:50 pm)

School	Sponsor	Club
BAY	a) Melissa Stierle, Coordinator & Sponsor	Yoga Mindfulness Craft-Gr. 1-2
	b) Isa Appignani	Sports/Fitness-Gr. 3-4
	c) Jackie Wright	Ukelele-Gr. 3-4
	d) Cheryl DePetro	Classic Game-Gr. 2-4 No Bake Cooking-Gr. 2-4
	e) Kathy Bechtle	Virtual Reality/Lego-Gr. 2-4

	f) Laurie Peters	Craft-Gr. 1-2
	g) Michelle O'Brien, Aide (as needed)	
	h) Dawn Blumensteel, Substitute Teacher (as needed)	

(Club dates: Mar. 5,12,26; Apr. 2,9,16,30; May 7,14-after school for 1 hr.-7:30 am-8:30 am)

11. Principal's Family Fun Night

Recommend the Board approve a Principal's Family Fun Night, consisting of activities for students and their families, to be held at the Berkeley Township Elementary School during the month of March, date(s) to be determined.

12. Staff Yoga Extension

Recommend the Board approve extending after school Yoga, under the direction of Michael Colarusso, Physical Education teacher, for BTE staff members, any day after school on days when school is in session to help them improve and maintain their overall health/wellness, through the end of the school year. (This was previously approved for after school on Monday's).

13. Extended School Day Program Substitute

Recommend the Board approve Amanda McKenna as a substitute for the ESSA after school Extended School Day Program, at the contractual rate of pay (paid through Title I Grant funding).

14. Replacement Play Coordinator

Recommend the Board approve Amanda McKenna as the replacement for Nina Britton as Coordinator for producing and directing a school play at the Bayville School, effective 2/12/19.

X. EXECUTIVE SESSION

A motion was made by Mr. MacMoyle and seconded by Mrs. Shedlock and all in favor that the Board move to Executive session at this time, 7:27 pm for the purpose of personnel and student matters. Action will be taken after the Executive Session concludes. The Board expects Executive Session to last at least one hour.

A motion was made by Mr. MacMoyle at 7:28 pm to reconvene into open session for a Boy Scouts presentation.

Second by Mrs. Shedlock.

XI. PRESENTATION

Four Boy Scouts that were present asked the Board various questions regarding board of education and school procedures.

XII. EXECUTIVE SESSION

A motion was made by Mrs. Shedlock and seconded by Mr. MacMoyle and all in favor that the Board move to Executive session at this time, 7:38 pm for the purpose of personnel and student matters. Action will be taken after the Executive Session concludes. The Board expects Executive Session to last at least one hour.

A motion was made by Mrs. Shedlock at 9:13 pm to reconvene into open session.

Second by Mr. Cammarato.

XIII. ROLL CALL

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

ABSENT: Mr. Guarascio and Mr. Pellecchia

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

XIV. SUPERINTENDENT'S AGENDA (Part 2 of 2)

MOTION by Mr. Cammarato that upon recommendation of the Superintendent Items B1-B5 be approved.

SECOND by Mr. MacMoyle

ROLL CALL VOTE: (7 Ayes, 0 Nays, 0 Abstain) Motion carries.

B. OTHER BOARD ITEMS

1. HIB Report Update/Suspensions-Students/Staff

a) Recommend the Berkeley Township Board of Education approve the HIB Report for the period January 23, 2019 to February 22, 2019 as discussed in Executive Session.

b. Recommend the Berkeley Township Board of Education approve the Suspension Report for the period September 1, 2018 to December 31, 2018 as discussed in Executive Session.

2. Homebound Instruction

Recommend the Board approve Homebound Instruction for the following students for the 2018-2019 school year:

I.D. #997331 - eff. 2/7/19 - Victoria Guy will provide instruction max. 5 hours/week

I.D. #997310 - eff. 2/8/19 - Kathy Germinario will provide instruction max. 10 hours/week

I.D. #100675 - eff. 2/19/19 - Joseph Zaccone will provide instruction max. 5 hours/week

3. Additional School Field Trips

Recommend the Board approve the following additional school trips for the 2018-2019 school year:

Double Trouble State Park
581 Pinewald-Keswick Road
Bayville, NJ 08721

Carl W. Goetz Middle School
835 Patterson Road
Jackson, NJ 08527

4. NJQSAC District Performance Review

Recommend the Board approve the New Jersey Quality Single Accountability Continuum (NJQSAC) District Performance Review for the 2018-2019 school year.

(Enclosed in Agenda Packet)

5. First Reading of ByLaws/Policies/Regulations

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

Policy/Reg 5111	Eligibility of Resident/Non Resident Pupils - Revised/Mandated
Policy/Reg 1550	Equal Employment /Anti-Discrimination Practices - Revised/Mandated
Policy/Reg 5350	Student Suicide Prevention - Revised/Mandated
Policy 8462	Reporting Potentially Missing or Abused Children - Revised/Mandated
Policy 5533	Student Smoking - Revised/Mandated
Policy/Reg 5561	Use of Physical Restraint and Seclusion Techniques for Students w/ Disabilities - Revised/Mandated
Policy 8561	Procurement Procedures for School Nutrition - New/Recommended

XV. BUSINESS ADMINISTRATOR'S AGENDA

MOTION by Mr. Cammarato that upon recommendation of the Business Administrator Items 1-12 be approved.

SECOND by Mrs. Shedlock

ROLL CALL VOTE: (7 Ayes, 0 Nays, 2 Abstain) Mr. Fisher on Item 3 and Mr. MacMoyle on Item 3. Motion carries.

1. Minutes

RESOLVED that the Minutes of the Regular Meeting held on January 22, 2019 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 dated February 26, 2019
Check numbers 44989 through 45125 \$2,128,285.03
(Attachment 3)

Purchase Order Report listing
Purchase Orders numbered 19-01382 through 19-01672 \$1,861,883.58
(Attachment 4)

3. Payroll Approval

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

December 15, 2018	\$1,114,025.13
December 30, 2018	\$1,123,062.48
January 15, 2019	\$1,115,477.23
January 30, 2019	\$1,143,705.74

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the months of December 2018 and January 2019 and Adjustment Number 85 10/31/18, be approved. **(Attachments 5, 6 & 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 December 31, 2018 and January 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 8 & 9)**

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 December 31, 2018 and January 31, 2019 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachments 10 & 11)**

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>
Eileen Clemente	Education Resources Workshop at Englewood Hospital, NJ (registration) paid through IDEA Funds	4/5/19	\$265
Laura Gingerelli	NJASBO Annual Conference in Atlantic City	6/5-6/7/19	\$800
Nelia Ziobro	PESI "Managing Challenging Behaviors" Workshop in Toms River (registration) paid through IDEA Funds	6/5/19	\$225
Mark Panepinto	PESI "Managing Challenging Behaviors" Workshop in Toms River (registration) paid through IDEA Funds	6/5/19	\$225

8. Transportation

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

Host District	Student ID	Dates	School	Per Diem Rates
MOESC	1000563	1/28/19-6/30/19	Ocean Gate Elementary School	\$171.97

9. Amended Resolution for Donation of Property to Berkeley Township

WHEREAS, by way of a Resolution adopted at its April 24, 2018 meeting, the Berkeley Township Board of Education authorized the transfer of Block 1108.04, Lot 1.01 as identified on the Tax Map of the Township of Berkeley, and as more specifically described in Schedule A attached hereto, to the Township of Berkeley; and

WHEREAS, in the first two "Whereas" clauses of that Resolution, the property in question was mistakenly identified as being located in "Block 11.08" instead of "Block 1108.04"; and

WHEREAS, the Berkeley Township Board of Education wishes to correct this error by amending the Resolution previously adopted by the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the Township of Berkeley, in the County of Ocean and State of New Jersey as follows:

1. The Resolution previously adopted by the Board at its April 24, 2018 meeting authorizing the transfer of Block 1108.04, Lot 1.01 to the Township of Berkeley is hereby amended and revised to correctly identify the tax block and lot of the property to be transferred to the Township of Berkeley as Block 1108.04, Lot 1.01 as shown on the current Tax Map of the Township of Berkeley.
2. All other terms and conditions of the Resolution previously adopted by this Board at its April 24, 2018 meeting, as modified herein, shall remain in full force and effect.

10. Request for Proposals

Recommend the Board authorize the Business Administrator to release the following Requests for Proposals for the 2019-2020 School Year:

- a) Legal Services
- b) Auditor
- c) Property Casualty Insurance Broker
- d) Legal Services: Special Education, Student Matters
- e) Legal Services: Employment and Labor Issues (Arbitrator/Hearing Officer)
- f) Food Services
- g) Substitute Services

11. Medical Specialists

Recommend the Board approve Ingy Alhelawe, DMD (Eastern Dentists), be added to the Medical Specialist List.

12. Accept Comprehensive Annual Financial Report and Auditor's Management Report

RESOLVED, that the Berkeley Township Board of Education accept with no recommendations the Comprehensive Annual Financial Report as of June 30, 2018 and the Auditor's Management Report for the 2017-18 school year as prepared by the firm of Holman Frenia Allison, P.C.

XVI. OLD BUSINESS

None

XVII. NEW BUSINESS

None

XVIII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

None

XIX. ADJOURNMENT

A motion was made by Mrs. Shedlock to adjourn the meeting. Second by Mr. MacMoyle. All in favor. Meeting adjourns at 9:20 pm.

Respectfully submitted,



Laura Gingerelli, CPA,RSBA
Business Administrator/Board Secretary