

August 23, 2011
Regular Meeting

I. CALL MEETING TO ORDER:

A Berkeley Township Board of Education Meeting was held on Tuesday, August 23, 2011 at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, New Jersey. Board President, James Byrnes, called the Meeting to order at 6:05 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. Byrnes asked for a moment of silence for our service people.

III. ROLL CALL:

PRESENT: John Bacchione, Sal Ferlise, Jim Fulcomer, Noriko Kowalewski,
Dawn Parks, Steve Pellecchia, James Byrnes

ABSENT: Sophia Gingrich, Thomas Grosse,

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

IV. EXECUTIVE SESSION:

None.

V. PRESIDENT'S REPORT:

Mr. Byrnes called the new Berkeley Township Chief of Police to congratulate her on her recent appointment. Chief Karin T. DiMichele stated she was eager to work with Mr. Vicari on Emergency Management.

Once schools get back in session, Mr. Byrnes would like to schedule and host a shared services "Meet and Greet" with Island Heights, Ocean Gate and Central Regional.

VI. SUPERINTENDENT'S REPORT:

Mr. Vicari reported on the following items:

- The schools are ready to open. Mr. Vicari thanked the Buildings & Grounds Committee for doing an outstanding job. Everyone will be very impressed that we have provided the best learning environment for our students. Thanks to the staff and administrators for coming in on their own time to get everything set up and ready for school opening. Bus passes will be mailed out this coming Thursday.
- Channel 12 has inquired about Camp Paw. Mr. Zito, principal of H. & M. Potter School, was able to obtain financing for the program, and it will be on television. Mr. Vicari commended Mr. Zito and the staff for doing an outstanding job at Georgian Court University, and they look forward to going back again next year.
- On our website we have posted a link to the Megan's Law Registry for the list of sex offenders in the area. Mr. Grosse and Mr. Bacchione would like to encourage parents to review the list occasionally throughout the year.

VII. PUBLIC DISCUSSION ON AGENDA ITEMS:

None.

VIII. COMMITTEE REPORTS:

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

Mr. Fulcomer reported there was a meeting to review curriculum. They reviewed the math program books and noted they were excellent. The World History book had certain discrepancies. The Committee will send a letter to the publisher to have it corrected.

The Committee would like to urge the administration to take steps to continue to equalize class sizes between the schools. Mr. Vicari agreed with this and stated that many parents don't register their children until school begins which makes it very hard for them to plan. Mr. Vicari will be able to have an accurate list by the end of September of each school's enrollment.

2. Buildings & Grounds/Cafeteria/Transportation: Tom Grosse, Chairperson

Mr. Byrnes mentioned that Mr. Grosse was working tonight so he, on behalf of the Board, thanked the staff for their efforts and commented that the buildings looked great. He believes they are the best looking buildings in Ocean County.

The bids came in today for the maintenance building and they are under review.

3. Policy & Legislation: Dawn Parks, Chairperson

Ms. Parks reported that the Committee met on July 19, 2011 to review 10 policies and again tonight reviewing 16 more policies. The biggest policy they went over was the bullying and harassment policy which has been revised since their last meeting on July 19.

4. Finance: John Bacchione, Chairperson

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

The Finance Committee reviewed the following at the August 23rd meeting:

Purchase orders numbered 11-01813 through 11-01973 in the amount of \$1,125,502.64.

Purchase orders numbered 12-00001 through 12-00365, 12-5000 though 12-5226, 12-XEROX, DEBTSVC-0412, DEBTSVC-0811, DEBTSVC-1011 in the amount of \$10,340,701.31.

IX. SUPERINTENDENT'S AGENDA:

MOTION by Mr. Pellecchia, second by Mr. Fulcomer and carried upon Roll Call Vote (7 Ayes, 0 Nays, 0 Abstains) that upon recommendation of the Superintendent Items A1 – A20 be approved:

Mr. Byrnes questioned the security for Operation Schoolhouse.

Mr. Vicari responded they will use DARE officers.

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

a. Recommend the Board accept, with regret, the resignation of Linda Waldron, Enrichment Teacher, assigned to HMP/BTE, effective August 9, 2011. (Ms. Waldron, after 13 years in the district, has accepted a position elsewhere.)

b. Recommend the Board accept the resignation of Ronald Mattoon, custodial worker assigned to the Bayville School, effective August 31, 2011. (Mr. Mattoon is retiring after 7 years.)

2. Leaves of Absence: ACTION

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

- a. Lauren Treshock-BAY-LLD:
Maternity leave utilizing a maximum of 5 accumulated available sick days, effective 9/1/11 through 9/9/11; followed by an unpaid child rearing leave effective 9/10/11 through 1/13/12; also utilizing FMLA. Anticipated return - 1/16/12.
- b. Stephanie McClelland-BAY-BSI:
Maternity leave utilizing a maximum of 20 accumulated available sick days, effective 9/1/11 through 9/30/11; followed by an unpaid child rearing leave effective 10/3/11 through 1/13/12, also utilizing FMLA. Anticipated return - 1/16/12.
- c. Corey Steinmetz-BTE-MD:
Child rearing leave utilizing a maximum of 20 accumulated available sick days, effective 9/1/11 through 9/30/11; followed by an unpaid child rearing leave utilizing the NJFLA effective 10/1/11 through 1/24/12; Anticipated return - 1/25/12.
- d. Tia Monica-BAY-Gr. 2:
Maternity leave utilizing a maximum of 5 accumulated available sick days, effective 9/1/11 through 9/9/11; followed by an unpaid maternity and child rearing leave utilizing the NJFLA effective 9/12/11 through 1/13/12. Anticipated return - 1/16/12.
- e. Lauren Roth-BTE-Gr. 5:
Child rearing leave utilizing a maximum of 9 accumulated available sick days, effective 9/1/11 through 9/15/11; followed by an unpaid child rearing leave utilizing the FMLA effective 9/16/11 through 10/31/11. Anticipated return - 11/1/11.
- f. Robert Damiano-Supervisor-Buildings & Grounds:
Extension of medical leave utilizing accumulated available sick days, effective 7/6/11 through 9/30/11. Anticipated return - 10/3/11.
- g. Gisele DeForest-CBW-Guidance:
Medical leave utilizing accumulated available sick days, effective 5/20/11 through 6/30/11.
- h. Patricia Diamond-BTE-LLD:
Unpaid family medical leave utilizing the FMLA effective 9/1/11 through 6/30/12. Anticipated return - 9/1/12.

3. Camp Paw Program for 2011: ACTION

- a. Recommend the Board approve the following **personnel** changes for Camp Paw for 2011, retroactive to July 5, 2011:

Brett Lyons - Junior Counselor - \$ 7.50/hr.
 Cameron Delgado - Camp Counselor - \$10.00/hr.
 (These changes are due to two resignations.)

- b. Recommend the Board approve the following **Counselor Trainings**:

Jason Miller - 8 hrs. @ \$30/hr. - \$280.00
 David Simon - 8 hrs. @ \$17/hr. - \$119.00

- c. Recommend the Board approve the following teachers to **revise** the Camp Paw Curriculum:

Linda Waldron - 20 hrs. @ \$42/hr. - \$840.00
 Kerry Castles - 26 hrs. @ \$35/hr. - \$700.00

4. Changes for Extended School Year Program: ACTION

- a. Recommend the Board approve changes for the Extended School Year Staff as follows:

1 - Speech Teacher - 5 hrs. daily for 16 days (7/6-7/14/11 & 7/25-8/9/11)
 Jessica Schlottfeld (**Board approved 6/9/11 for 20 days**)
 1 - Speech Teacher - 5 hrs. daily for 4 days (7/18-7/21/11)
 Louise Kelly

- b. Recommend the Board approve the following substitutes for the 2011 Extended School Year Program:

Debbie Immerso
 Lisa Spano
 Effie Xanthacos

5. Approval of Extended Summer School Program Bus Drivers and Bus Attendants: ACTION

- a. Recommend the Board approve the following extended summer school program **bus drivers**, at the hourly contractual rate of pay, effective July 5, 2011, as listed:

<u>Name</u>	<u>Hours</u>	<u>School</u>	<u>Days</u>	<u>Total</u>
Lucy Daletto	5.0	HMP-am/pm #6 HMP-Mid-day	20	\$1730.

Angela Sweikart	3.0	HMP-am/pm #5	20	\$1038.
Patti Kalinowski	3.0	HMP-am/pm #4	20	\$1038.
Sheri Gutierrez	3.25	HMP-am/pm #3	20	\$1124.50
		HMP-Mid-day		
Michelle Hough	3.25	HMP-am/pm #2	20	\$1124.50
		HMP-Mid-day		
Lori LeFaucheur	3.25	HMP-am/pm #1	20	\$1297.50
Cathy Hoglebe	5.5	Camp Paw-am/pm	20	\$1903.
Robert Martin	5.5	Camp Paw-am/pm	20	\$1903.

- b.** Recommend the Board approve the following extended summer school program **bus attendants**, at the hourly contractual rate of pay, effective July 5, 2011, as listed:

<u>Name</u>	<u>Hours</u>	<u>School</u>	<u>Days</u>	<u>Total</u>
Carol Cerbo	2.25	HMP-am/pm #1	20	\$ 764.10
		HMP-Mid-day		
Mary Cavallo	1.75	HMP-am/pm #2	20	\$ 594.30
		HMP-Mid-day		
Ana Emerenciano	1.75	HMP-am/pm #3	20	\$ 594.30
		HMP-Mid-day		
Marie Taylor	1.75	HMP-am/pm #4	20	\$ 594.30
		HMP-Mid-day		
Debbie Albanese	1.75	HMP-am/pm #5	20	\$ 594.30
		HMP-Mid-day		
Laura Sullivan	2.0	HMP-pm #6	2	\$ 67.92
		Mid-day		
	3.25	HMP-am/pm	18	\$ 993.33
		Mid-day		

6. Rescind Appointment: ACTION

Recommend the Board rescind the appointment of Tracy Della Pietro as a replacement lunchroom aide, effective May 31, 2011 through June 17, 2011, and approve her as a **substitute** lunchroom aide for Suzanne Avilio who resigned.

7. Appointment of Teachers: ACTION

Recommend the Board approve the appointment of the following teachers for the 2011-2012 school year, at a salary of \$46,115 (Step 1-BA guide), effective September 1, 2011 through June 30, 2012:

- Kevin Waldron - HMP - Gr. 1
- Melissa Puri - BTE - Music
- Kathryn Mooney - CBW - Gr. 2

8. Transfers/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>
Kimberly Garbacki	BTE-Basic Skills	HMP-Gr. 3
Shawn Livingston	HMP-Gr. 2	BTE-Basic Skills
Tia Monica	BAY-Gr. 2	BAY-Kdg.
Robert Ernst	BAY-Computers	BAY-Gr. 2
Cheryl Perone	BAY-Kdg.	CBW-Gr. 2
Nicole Langer	HMP-Gr. 3	HMP-Gr. 1
Michael Colarusso	HMP-Gr. 1 INCL	HMP-Gr. 3
Kerry Castles	HMP-Gr. 4	HMP-Gr. 4 INCL
Robyn Romano	HMP-Technology	HMP-Gr. 1 INCL
Danielle Lavallo	CBW-Technology	HMP-ALPS/Tech.
Toni Ann Palmieri	BAY-Pre-School	HMP-Pre-School
Christine Firetto	BAY-Pre-School	HMP-Pre-School
Marianne Cicco	CBW-Gr. 2	CBW-ALPS/Tech.
Brynne Chacon	CBW-Gr.3&4 LLD	CBW-RC
Diane Kulka	CBW-RC	CBW-Gr.3&4 LLD

9. Long Term Substitutes: ACTION

Recommend the Board approve the appointment of the following individuals as long term substitutes, meeting the criteria established by the Superintendent, at the rate of \$100.00 per diem:

<u>Name</u>	<u>In For</u>	<u>Effective</u>
Susan Will	Tia Monica-BAY-Gr. 2	9/1/11-1/16/12
Susan Prowse	Nicole Ettari-BAY-Gr. 2	9/1/11-1/16/12
Susan Cameron	Stephanie McClelland-BAY-BSI	9/1/11-1/16/12
Stephanie Murphy	Lauren Treshock-BAY-LLD	9/1/11-1/16/12
Michele Warchol	Denise Reiser-CBW-Gr. 2	9/1/11-11/1/11
Katherine Sanchez	Patricia Diamond-BTE-LLD	9/1/11-6/18/12
Timothy Cook	Lauren Roth-BTE-Gr. 5	9/1/11-11/1/11
Angela Frawley	Corey Steinmetz-BTE-MD	9/1/11-2/10/12

10. Operation Schoolhouse: ACTION

Recommend the Board approve the following dates for Operation Schoolhouse for the 2011-2012 school year:

October 17, 18, 24, 25, 2011
November 1, 3, 7, 8, 14, 15, 17, 28, 29, 2011

December 1, 5, 6, 8, 12, 13, 15, 19, 20, 22, 2011
 January 3, 5, 9, 10, 12, 17, 19, 23, 24, 26, 30, 31, 2012
 February 2, 6, 7, 9, 13, 14, 16, 21, 23, 27, 28, 2012
 March 1, 5, 6, 8, 12, 13, 15, 19, 20, 22, 26, 27, 29, 2012
 April 2, 3, 16, 17, 19, 23, 24, 26, 30, 2012
 May 1, 3, 2012

11. Extra-Curricular Position: ACTION

Recommend the Board approve the appointment of the following staff member 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: Michelle Speidel - CBW

12. Ocean County Language Arts Position: ACTION

Recommend the Board approve Kristina Napolitano for the Ocean County Language Arts Curriculum position, at \$1,600 for summer work, paid for by NCLB funds, retroactive to July 12, 2011.

13. Special Education Aides Work Hours: ACTION

Recommend the Board approve the special education aides work hours, effective September 6, 2011 through June 18, 2012. (**Attachment S-A**)

14. Salary Adjustments: ACTION

Recommend the Board approve salary adjustments for the following individuals:

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Reason</u>	<u>Effective</u>
Jennifer Carlucci	\$50,992.00 (Step 4-BA+15)	\$51,192.00 (Step 4-BA+30)	College Credits	9/1/11
Brynne Chacon	\$53,490.00 (Step 6-BA+30)	\$56,201.00 (Step 7-MA)	College Credits	9/1/11

15. Approval of School Aide: ACTION

Recommend the Board approve the appointment of Tracy Della Pietro as a School Aide at the Berkeley Township Elementary School, at the contractual rate of pay, effective 9/1/11 through June 30, 2012.

(Ms. Della Pietro replaces a school aide who resigned.)

16. School Aide Changes: ACTION

Recommend the Board approve the following school aide changes for the 2011-2012 school year at the H. & M. Potter School:

<u>Name</u>	<u>From</u>	<u>To</u>
Amelia Fontana	Breakfast & Lunch	Lunch Only
Lori DiPiazza	Breakfast Only	Breakfast & Lunch

17. Acting Supervisor: ACTION

Recommend the Board approve the appointment of Rita D’Andrea as Acting Supervisor of Special Services for the Berkeley Township Child Study Team, at the rate of \$60/hr. for 6 hrs./daily, for a total of no more than 10-12 days per month, effective immediately.

(This position will be in effect until Mrs. Beard is medically released to return to work.)

18. Renewal of Substitutes: ACTION

Recommend the Board approve the renewal of the attached list of instructional/non-instructional substitutes for the 2011-12 school year. (**Attachment S-B**)

19. Co-Case Managers (Shared Services-Island Heights) ACTION

Recommend the Board approve Dr. Gail Wolfe and Rita D’Andrea as Co-Case Managers for the Island Heights School District at the rate of \$60/hr., not to exceed approximately 10 hours per week in total for an annual maximum of \$24,000 or approximately \$12,000 each, effective immediately.

20. Approval of New Substitutes: ACTION

Recommend the Board approve the following individuals as new substitutes for the 2011-12 school year:

A. Non-Instructional:

Arleen Decker.....	Bus Attendant
Laurie DiCosimo.....	Aide/Clerical Worker
JoAnne Gordon.....	Bus Driver
Patricia L. Lees.....	Bus Attendant
Ronald Mattoon.....	Custodian
Michele Rhinehart.....	Aide
Diane Skowronski.....	Bus Attendant

B. Instructional:

- Shannon Enright.....Teacher
- Bryanna Gederberg.....Teacher
- Erin Hoopengardner.....Teacher
- Sara J. Paluchowski.....Teacher
- Heather Steadman.....Teacher
- Nancy A. Trust.....Teacher
- Jennifer Wasacz.....Teacher

MOTION by Mr. Pellecchia, second by Mr. Fulcomer and carried upon Roll Call Vote (7 Ayes, 0 Nays, 1 Abstain – Ms. Parks on Item B2) that upon recommendation of the Superintendent Items B1 – B10 be approved:

Mr. Byrnes had inquired about the donation from the H. & M. Potter PTA for the WiFi connection as to why it was not paid for out of the budget.

Mr. Vicari stated that whenever they can, they will use donations to save money from our budget. From these donations, they were able to install the WiFi in Berkeley Township Elementary School and Potter School. They will phase in the other two schools as they obtain money. The PTA wanted to donate this money for technology and this is where they decided to use it.

B. OTHER BOARD ACTION:

1. Out-of-District Placement for Extended School Year Program: ACTION

Recommend the Board approve the following student to attend an out-of-district placement for the 2011 Extended School Year Program, effective July 1, 2011:

I.D. #996964 - Regional Day School, Jackson, NJ

2. Acceptance of Donations: ACTION

- a. Recommend the Board accept the donation of \$5,000 from The Little Stuff Fund to financially aid the Potter Creek Crusaders for the 2011-2012 school year.
- b. Recommend the Board accept the donation of \$20,000 from the H. & M. Potter PTA to implement the WiFi connections at the H. & M. Potter School.

3. Novels for 5th/6th grade students: ACTION

Recommend the Board approve the following novels for the 5th and 6th grade students for the 2011-2012 school year:

5th Grade Novels

Novel	Author
Bunnicula	Deborah-James Howe
Dear Mr. Henshaw	Beverly Cleary
Frindle	Andrew Clements
From the Mixed Up Files	E.L. Konigsburg
Hatchet	Gary Paulsen
Haunted Mask	R.L. Stine
Island of the Blue Dolphins	Scott O'Dell
James and the Giant Peach	Roald Dahl
Million Dollar Shot	Dan Gutman
Shiloh	Phyllis Reynolds Naylor
Taking Sides	Gary Soto
The 18 th Emergency	Betsy Byers
The Westing Game	Ellen Raskin
There's a Boy in the Girls' Bathroom	Louis Sachar
There's an Owl in the Shower	Jean Craighead George
Tornados	Seymour Simon
War with Grandpa	Robert Kimmel Smith
Weasel	Cynthia DeFelice
Week in the Woods	Andrew Clements
Wolves	Seymour Simon

6th Grade Novels

Novel	Author
11 Birthdays	Wendy Mass
A Crocker Kind of Perfect	Linda Urban
Alcatraz versus the Evil Librarians	Brandon Sanderson
Because of Winn-Dixie	Kate DiCamillo
Becoming Naomi Leon	Pam Munoz Ryan
Crash	Jerry Spinelli
Devil's Arithmetic	Jane Yolen
Esperanza Rising	Pam Munoz Ryan
Family Apart	Joan Lowrey Nixon
Fire in Their Eyes	Karen Magnuson Beil
From the Mixed-up Files of Mrs. Basil E. Frankweiler	E.L. Konigsburg
Space Challenger: The Story of Guion Bluford	James Haskin/Kathleen Benson
Homesick	Jean Fritz
Jeremy Thatcher, Dragon Hatcher	Bruce Coville
Kensuke's Kingdom	Michael Morpurgo
Letters from Rifka	Karen Hesse
Lightning Thief	Rick Riordan

Loser	Jerry Spinelli
Maniac Magee	Jerry Spinelli
Mrs. Frisby and the Rats of Nimb	Robert O'Brien
No More Dead Dogs	Gordon Korman
Number the Stars	Lois Lowry
On My Honor	Marion Bauer
Sadako & the Thousand Paper Cranes	Eleanor Coerr
SOR Losers	Avi
The 6 th Grade Nickname Game	Gordon Korman
The BFG	Roald Dahl
The Big Wave	Pearl Buck
The Book of North American Owls	Helen Roney Sattler
The Cay	Theodore Taylor
There's a Boy in the Girls' Bathroom	Louis Sachar
Tuck Everlasting	Natalie Babbitt
Volcano	Patricia Lauber
Walk Two Moons	Sharon Creech
Weasel	Cynthia DeFeirce
Westing Game	Ellen Raskin
Who was Leonardo daVinci?	Roberto Edwards
Wilma	Wilma Rudolph
Wringer	Jerry Spinelli

4. First Reading of Regulations/Policies:

ACTION

Recommend the Board approve the first reading of the following Policies/
Regulations listed below: **(Available for review in Superintendent's Office)**

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 5533	Pupil Smoking (Revised)
Regulation 5533	Pupil Smoking (Revised)
Policy 1110	District Organizational Chart (Revised)
ByLaw 0142.1	Nepotism (Revised)

5. Out-of-District Placement for 2011-2012 School Year: ACTION

Recommend the Board approve the following students who will be attending an out-of-district placement during the 2011-2012 school year:

- I.D. #994801 - Education Academy
- I.D. #994386 - Regional Day School
- I.D. #993456 - Regional Day School
- I.D. #996469 - Regional Day School
- I.D. #994155 - New Road School
- I.D. #993148 - New Road School
- I.D. #994896 - New Road School
- I.D. #995386 - New Road School
- I.D. #994813 - Children’s Center
- I.D. #993490 - Children’s Center

(Contracts are available in the Business Office.)

6. Services from the NJ Commission for the Blind 2011-12: ACTION

Recommend the Board approve receiving educational services from the NJ Commission for the Blind and Visually Impaired, in district, for the following students for the 2011-12 school year at the levels and costs listed:

- I.D. #994889 - Level 3 - \$11,500
- I.D. #994154 - Level 1 - \$ 1,700

7. Approval of Curriculum: ACTION

Recommend the Board approve the Everyday Mathematics Curriculum - Grade 6 for the 2011-2012 school year. (Memo in agenda packet explains how to access this.)

8. 2011-2012 School Year Trips: ACTION

Recommend the Board approve the 2011-2012 school year trips.
(Attachment S-C)

9. Approval of Internships: ACTION

- a. Recommend the Board approve Lisa Musarra and Tova Herskovitz for Social Work Internships under the direction of Marc Panepinto, School Social Worker, for two days per week, effective September 1, 2011 through June 30, 2012.
- b. Recommend the Board approve the internship of Michael Peterson, so he can complete approximately 150 hours under the direction of Daniel Prima, Principal, who will mentor Mr. Peterson at the Clara B. Worth School, effective 8/22/11 through 12/23/11.

10. Approval of Memorandum of Understanding: ACTION

Recommend the Board approve the Memorandum of Understanding for the Berkeley Township School District to participate and become a member of the Title III consortium with the Stafford Township School District.

X. BUSINESS ADMINISTRATOR’S AGENDA:

MOTION by Mr. Pellecchia, second by Mr. Fulcomer, and carried upon Roll Call Vote (7 Ayes, 0 Nays, 2 Abstains – Ms. Parks on Items 1a and b; Mr. Pellecchia on Items 1a, b, and c) that the Business Administrator/Board Secretary’s Items 1 – 7 be approved:

1. Minutes: ACTION

- a. RESOLVED that the Minutes of the Regular Meeting held on June 9, 2011 be approved.
- b. RESOLVED that the Minutes of the Regular Meeting Executive Session held on June 9, 2011 be approved.
- c. RESOLVED that the Minutes of the Board Workshop Meeting held on June 30, 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 #B4) dated June 30, 2011	\$1,306,171.26
Bills Lists (Attachment #B5) dated July 21, 2011	\$ 822,257.65
Bills Lists (Attachment #B6) dated August 23, 2011	\$1,064,732.47

3. Payroll Approval: ACTION

BE IT RESOLVED that the monthly payroll be approved:

Payroll – June 2011	\$2,046,267.74
Payroll – July 2011	\$ 413,368.52

4. Appropriation Transfers: ACTION

BE IT RESOLVED that the Appropriation Transfers for the month of May 2011 to the 2010-2011 budget be approved. (**Attachment #B7**)

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 May 31, 2011, after review of the Secretary’s monthly financial report (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 #B8**)

6. Report of the Treasurer of School Monies: ACTION

RESOLVED that the Berkeley Township Board of Education accept the Report of the Treasurer of School Monies for the month ended May 31, 2011, and that the Board Secretary’s Report and Treasurer of School Monies Report are in agreement. (**Attachment #B9**)

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>
Dare Romberger	Review/Update of Pension & Benefits Law	9/16/11	138.00
DyAnn DeClerico	NJAFPA Monthly, Regular & STI Mtgs.	9/23-10/21/11 1/20-2/24/12	128.97
Terri Pasqualetto	Dev a Comprehensive School-Based Anti-Bullying, Harassment & Intimidation Program	9/30/11	31.40
Dare Romberger	Payroll Workshop	10/21/11	138.00
Annemarie Manfredi	NJ School Health Conference	10/26/11	175.00
Barbara Pinheiro	NJ School Health Conference	10/26/11	175.00
DyAnn DeClerico	Curriculum Roundtable Mtgs. (9/16, 10/25, 11/18, 12/13, 1/20, 2/21, 3/16, 4/17, 5/25, 6/19)	Various	132.90
Laura Venter	NJASBO Professional Dev. Programs	Various -TBD	800.00 plus mileage

MOTION by Mr. Fulcomer, second by Ms. Parks, and carried upon Roll Call Vote (7 Ayes, 0 Nays, 0 Abstains) that the Business Administrator/Board Secretary's Items 8 – 23 be approved:

Mr. Ferlise asked about the construction of the maintenance building. He would like to see the offices in the basement of Bayville School relocated.

8. Shared Services Agreement: ACTION

- a. Recommend the Board approve the Shared Services Agreement with Central Regional School District for courier service September 1, 2011 through June 30, 2012 at a cost of \$1,000/per month. **(Attachment #B10)**
- b. Recommend the Board approve the Shared Services Agreement with Central Regional School District for bus maintenance July 1, 2011 through June 30, 2012 at a cost of \$10,932/per month. **(Attachment #B11)**
- c. Recommend the Board approve the Shared Services Agreement with Island Heights Board of Education for custodial services July 1, 2011 through June 30, 2012 at an annual cost of \$73,000. **(Attachment #B12)**
- d. Recommend the Board approve the Shared Services Agreement with Island Heights Board of Education for Child Study Team services for July 1, 2011 through June 30, 2012 at an annual cost of \$30,000, including Speech Therapy as needed at \$360 per diem (six-hour day), and Occupational and Physical Therapies as needed at \$60/hour and Evaluation Rate at \$400. **(Attachment #B13)**
- e. Recommend the Board approve the Shared Services Agreement with Ocean Gate Board of Education through Sodexo School Services to provide lunch services September 1, 2011 through June 30, 2012 at the rate of \$2.25 for student lunch, \$2.50 for adult lunch, \$3.00 for adult salad, and \$3.50 for adult salad with meat. **(Attachment #B14)**

9. 403(b) Provider: ACTION

Recommend the Board approve PFS Investments, Inc., 3120 Breckinridge Boulevard, Duluth, GA 30099 as a 403(b) provider upon enrolling ten employee participants with their plan.

10. Operation Schoolhouse Lease Agreement: ACTION

RESOLVED that the Berkeley Township Board of Education approve the Lease Agreement between the Berkeley Township Board of Education and the Housing Authority of Berkeley Township for use of the property known as Magnolia Gardens Community Center, 235 Magnolia Avenue, South Toms River, NJ 08757, at the annual rent of \$5,000 for the period October 1, 2011 through May 31, 2012.

11. Receipt of Warehouse Building Rebids: ACTION

RESOLVED that the Berkeley Township Board of Education acknowledges receipt of the bids at the bid opening on July 12, 2011, at 10:00 a.m. in the Administration Building for proposed new Warehouse Building at Berkeley Township Elementary School as per attachment. **(Attachment #B15)**

12. Award of Bid for Warehouse Building: ACTION

All bids were rejected as being over budget.

13. Architect to Revise/Rebid Warehouse Building: ACTION

MOTION for Architect of Record to redesign and rebid Warehouse Building.

14. Funding of Warehouse Building: ACTION

WHEREAS, the Berkeley Township Board of Education is not seeking any state funding for the proposed new Warehouse Building;

NOW, THEREFORE, BE IT RESOLVED, that the proposed new Warehouse Building will be paid for by “Other Capital.”

15. Purpose of Warehouse Building: ACTION

Recommend that the Board approve the construction of a new Warehouse Building to serve the entire school district and house the headquarters of the Buildings & Grounds and Transportation Offices. The warehouse will be used for district-wide maintenance and equipment/tool storage and repair.

16. Receipt of HVAC Rebids for Bayville School: ACTION

RESOLVED that the Berkeley Township Board of Education acknowledges receipt of the following bids at the bid opening on July 26, 2011, at 2:00 p.m. in the Administration Building for proposed new HVAC units at Bayville School as per attachment.

CONTRACTOR	BASE BID	ALTERNATE #1	TOTAL
Air Control Technology	\$143,702	\$43,222	\$186,924
Bill Leary A/C & Heating	\$139,000	\$51,000	\$190,000
EACM Corp.	\$129,237	\$22,335	\$151,572
Falasca Mechanical	\$273,600	\$73,760	\$347,360
G & M Eastern Contractors	\$148,152	\$52,801	\$200,953
Kappa Construction Corp.	\$329,000	\$85,000	\$414,000
Gaudelli Brothers	\$143,200	\$39,400	\$182,600

17. Award Contract for HVAC Units at Bayville School: ACTION

RESOLVED that the Berkeley Township Board of Education approve EACM Corp., 1070 Ocean Avenue, Sea Bright, NJ 07760 for furnishing and delivery of proposed new HVAC units at Bayville School at a cost of \$151,572 as per contract specs as lowest, responsive, responsible bidder.

18. Split Session Milk Pricing: ACTION

WHEREAS, the Special Milk Program is only for schools that do not offer the breakfast or lunch program at all; and

WHEREAS, the maximum price for Split Session Milk is \$.35;

NOW, THEREFORE, BE IT RESOLVED that the Split Session Milk price will be \$.35.

19. Fixed Asset Disposal: ACTION

Recommend the Board approve the disposition of the following assets:

- ◆ 2002 TFTRT Backhoe VIN #1265989

20. Submission of NCLB Grant for 2011-2012: ACTION

Recommend the Board approve for submission the NCLB Grant for 2011-2012 in the amount of \$317,977 as follows:

TITLE I-Part A.....	\$248,455
TITLE II-Part A.....	\$ 63,715
TITLE III.....	\$ 5,807

21. Receipt of Revised Rebids for Warehouse Building: ACTION

RESOLVED that the Berkeley Township Board of Education acknowledges receipt of the following bids at the bid opening on August 23, 2011, at 10:00 a.m. in the Administration Building for proposed new Warehouse Building at Berkeley Township Elementary School as follows:

Company	Contract #1 (Bldg. Base Bid)	Contract #2 (Site Work)	Contract #3 (Combined #1 & #2)	Alternate #1 (Metal Roof)
Altec Building Systems Corp.	\$557,000.00	\$120,000.00	\$ 677,000.00	\$ 80,000.00
Authentic Construction, Inc.	\$571,600.00	\$ 66,290.00	\$ 637,890.00	\$ 55,000.00
Catel, Inc.	\$749,888.00	\$100,000.00	\$ 849,888.00	\$ 30,000.00
Gavan General Contracting, Inc.	\$551,786.00	\$ 60,532.00	\$ 612,318.00	\$ 38,496.00
Gingerelli Bros, Inc.	\$568,990.00	\$ 81,000.00	\$ 643,726.00	\$ 49,612.00
Joseph Porretta Builders, Inc.	\$577,700.00	no bid	no bid	\$ 49,000.00

22. Revised Jointure Contract:**ACTION**

Recommend the Board approve a jointure between Berkeley Township Schools (Berkeley Township as host district) and Ocean Gate at the rate of \$40 per diem for one student to attend Berkeley Township Elementary School September 6, 2011 through June 30, 2012 for a total of 180 days.

23. Revised Tuition Contract:**ACTION**

Recommend the Board approve Ocean Gate tuition student, A.S., for the 2011-2012 school year at \$112.33 per diem as well as \$150.65 for aide.

XI. OLD BUSINESS:

Mr. Byrnes inquired how they were coming with the online lunch money program.

Ms. Venter stated that she met with Mr. Reid and they are setting up the webpage and the letter to the parents with the password. They hope to have it up and running to introduce to parents on Back-to-School Night.

The RFP for the Power Purchase Agreement will be emailed to all board members. Mr. Byrnes stated if the board members have any questions, please call Ms. Venter or email him.

Mr. Byrnes stated that he, Ms. Parks, Ms. Crawford, and Mr. Hill met yesterday on the Education Foundation. The Foundation consists of five members and then they will add a

total of 15 Trustees. The five members will each select three Trustees. There is a meeting set up for October 4 at 6:00 p.m. at the John Hill Agency. They plan on raising money so that the six grade class may attend Stokes this year by holding a Night at the Races, Spaghetti Dinners, getting kids involved, Bingo Night, and softball games. After the October 4 meeting, they intend to hold a contest for the students to come up with a logo.

Mr. Fulcomer suggested they send out a mailing soliciting donations.

Mr. Byrnes stated they have had a few donations so far and that Mr. Sahradnik and the auditors have offered to donate their time.

XII. NEW BUSINESS:

Mr. Fulcomer stated that he and Mr. Ferlise submitted a resolution to the Personnel Committee and Shared Services Committee and asked the Committees to please review this resolution.

Ms. Parks commended Mrs. Waldron and Mr. Zito for the excellent job they did with Camp Paw.

Mr. Byrnes passed out an energy paper that explains the difference between an ESCO, which is an energy savings company, and a Self-Perform program. This was also discussed at the June 30th board workshop. If you choose an ESCO, there are 20 qualified companies in the State of New Jersey. If you do choose a company, they do all the work for you. If you do a Self-Perform where you hire a professional and do it on your own, the cost savings are much greater, however, it will be added work for the Superintendent, Business Administrator, Facilities Manager, etc. Either way, there is always a third party involved. The State has some very rigid guidelines for how this can be done.

MOTION by Mr. Fulcomer, second by Mr. Pellecchia and carried upon Roll Call Vote (7 Ayes, 0 Nays, 0 Abstains) that the Board approve the recommendation of the Business Administrator to prepare and submit an application for an energy audit to the Board of Public Utilities.

WHEREAS, the New Jersey Board of Public Utilities, Office of Clean Energy administers the Local Government Energy Audit Program (Program), an incentive program to assist local government agencies to conduct energy audits and to encourage implementation of energy conservation measures; and,

WHEREAS, the Governing Body of Berkeley Township Board of Education has decided to apply to participate in the Local Government Energy Audit Program; and,

WHEREAS, the facilities to be audited are in New Jersey, are owned by the Berkeley Township Board of Education, are served by a New Jersey regulated public utility, and that the Berkeley Township Board of Education has not already reserved \$300,000 in the Program this year as of this application; and,

WHEREAS, it is acknowledged that acceptance into the Program is dependent on the Scope of Work and cost proposal, and that Program rules will have to be met in order to receive incentive funds; and,

WHEREAS, upon acceptance into the Program, the Berkeley Township Board of Education will prepare Facility Data Forms and Scopes of Work for each facility to be audited, solicit quotations from the authorized contractors, and submit the Part B application; and,

WHEREAS, the Berkeley Township Board of Education understands that energy audit work cannot proceed until an Application Approval Notice is received from the Program; and,

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Berkeley Township Board of Education, approves the submission of an Application for participation in the Local Government Energy Audit Program of the New Jersey Board of Public Utilities.

XIII. PUBLIC DISCUSSION OF NON-AGENDA ITEMS:

Mrs. Waldron came to the microphone to offer her thanks and goodbyes as she accepted a position as an assistant principal in another district.

XVI. ADJOURNMENT:

MOTION by Mr. Pellecchia, second by Ms. Parks, and all in favor that the Board Meeting be adjourned at 6:55 p.m.

Respectfully submitted,

Laura Venter, CPA, RSBA
Business Administrator/Board Secretary