

I. CALL TO ORDER:

A Reorganization Meeting of the Berkeley Township Board of Education was held on Tuesday, January 7, 2014 at the Berkeley Township Elementary School Auditorium, Bayville, New Jersey. Adequate notice of this meeting was given by publication in the *Asbury Park Press* on Friday, March 6, 2013 and by posting the notice in the district schools, Office of the Board of Education, and the Berkeley Township Municipal Offices in accordance with the provisions of the Open Public Meetings Act. The Business Administrator/Board Secretary called the meeting to order at 6:30 p.m.

II. FLAG SALUTE:

The meeting was opened with a Salute to the Flag. Ms. Venter asked for a moment of silence for our citizens serving us abroad.

III. ROLL CALL:

PRESENT: Mr. Ferlise, Mr. Fisher, Mr. Fulcomer, Mrs. Kowalewski,
Mr. Mooney, Mr. Pellecchia, Mr. Tuminaro

ABSENT: None

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

IV. RESULTS OF ANNUAL SCHOOL BOARD ELECTION:

RESOLVED that the Berkeley Township Board of Education accept the *official* results of the 2013 Annual School Election.

Three Members of the Board of Education: (Full Terms)

- Edward Cammarato
- John MacMoyle
- Steve Pellecchia

V. ROLL CALL VOTE TO ACCEPT ELECTION RESULTS: ACTION

MOTION by Mr. Tuminaro to accept the official results of the 2013 Annual School Election.

SECOND by Mr. Ferlise.

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

VI. OATH OF OFFICE: Business Administrator/Board Secretary administers Oath of Office to Mr. Edward Cammarato, Mr. John MacMoyle, and Mr. Stephen Pellecchia (for three 3-year terms of office). Members take their seats.

VII. ROLL CALL OF NEW BOARD:

PRESENT: Mr. Cammarato, Mr. Ferlise, Mr. Fisher,
Mr. Fulcomer, Mrs. Kowalewski, Mr. MacMoyle,
Mr. Mooney, Mr. Pellecchia, Mr. Tuminaro

VIII. RE-ORGANIZATION:

1. Nominations for Office Of the President: ACTION

Business Administrator/Board Secretary calls for nomination for *Office of President*. Mr. Pellecchia nominated Ms. Kowalewski. Mr. Tuminaro second nomination. Close nominations.

MOTION carried upon Roll Call Vote (9 Ayes, 0 Nays, 0 Abstains) that Ms. Kowalewski be President.

President is seated.

2. Nomination for Office of the Vice President: ACTION

President calls for nomination for *Office of Vice President*. Mr. Pellecchia nominated Mr. Tuminaro. Mr. Cammarato second nomination. Close nominations.

MOTION carried upon Roll Call Vote (9 Ayes, 0 Nays, 0 Abstains) that Mr. Tuminaro be Vice President.

Vice President is seated.

Ms. Kowalewski presented Mr. Fulcomer with a plaque for his dedicated service to the Board of Education.

Mr. Fulcomer thanked everyone for this acknowledgment.

Mr. Ferlise commented that he enjoyed working with Mr. Fulcomer and he learned a lot from him.

Dr. Roselli wished everyone a Happy New Year. He invited new board members to tour the school buildings. He commented that January is School Board Member Appreciation Month, and he presented Certificates to all Board Members in recognition of their service to the Board of Education.

Mr. Fulcomer suggested that the Business Administrator look into a new audio system for the Board meetings.

MOTION by Mr. Fulcomer to approve Agenda Items 3 – 16.

SECOND by Mr. Tuminaro.

ROLL CALL VOTE: (9 Ayes, 0 Nays, 2 Abstains – Mr. Fisher on Item 10 and Mr. MacMoyle on Item 10). Motion carries.

3. Recommend Approval of the Following:

ACTION

Recommend the Board approve the following through January 2015 as required by the New Jersey State Certification and Monitoring Regulations:

- a. all Curriculum and Texts/Materials for major subject areas taught in the school district;
- b. all existing Board of Education Policies; and
- c. all other programs and services offered by the school district within the financial ability to pay and within the parameters of the school budget.

4. Petty Cash Account Approval:

ACTION

Move that the Board approve the following petty cash accounts with a maximum for any one expenditure of \$25:

| Account | Amount | Signature |
|---------------------------------|--------|--|
| Bayville School | \$150 | Principal |
| Clara B. Worth School | \$150 | Principal |
| H. & M. Potter School | \$150 | Principal |
| Berkeley Twp. Elementary School | \$150 | Principal |
| Child Study Team | \$150 | Director of Special Services |
| Office of Elementary Services | \$150 | Director of Elementary Services |
| Business Office | \$150 | Business Administrator/Board Secretary |
| Transportation | \$150 | Transportation Supervisor |
| Maintenance | \$150 | Supervisor of Buildings & Grounds |

5. Official Depository and Signature:**ACTION**

Move that the Board approve OceanFirst Bank as Official Depository for the following bank accounts with corresponding signatures:

| Account Name | Signature |
|----------------------------|---|
| General Fund (Operating) | Board President, Business Admin., Treasurer |
| Payroll | Treasurer |
| Payroll Agency | Treasurer |
| Unemployment Trust Account | Treasurer |
| Cafeteria | Board President, Business Admin., Treasurer |
| Class Trip Account | Board Secretary |

6. Chart of Accounts:**ACTION**

Move that the Board approve the Uniform Minimum Chart of Accounts for New Jersey Public Schools, 2008 edition.

7. Parliamentary Procedures:**ACTION**

Move that the Board adopt *Roberts Rules of Order 11th Edition* as its parliamentary authority.

8. Depositories for Investment of Funds:**ACTION**

Move that the Board approve the following institutions as depositories for investment of school funds, subject to receipt of Certificate of Eligibility from the Bank Commissioner, State of New Jersey:

TD Bank
Wells Fargo
Bank of New York
Ocean First Bank
PNC Bank
Santander Bank (formerly Sovereign Bank)
State of N. J. Cash Management Fund
NJ/ARM (NJ Asset & Rebate Management Program)
Harmony Bank

9. Payment of Bills between Board Meetings:**ACTION**

Move that the Board approve payment of bills between board meetings when non-payment of same would be detrimental to the operations of the district.

10. Approval of Appointments:**ACTION**

Recommend the Board approve the following appointments until the Board Reorganization Meeting in January 2015:

| | |
|--|--------------------------------|
| Treasurer of School Monies | Carmen Memoli, CPA (\$3,000) |
| School Physician | Dr. Santo-Domingo (\$6,500) |
| Attendance Officer | Officer Scott Selby (\$2,300) |
| Testing Agency | Dafeldecker Associates |
| Legal Newspaper | <i>Asbury Park Press</i> |
| | <i>Berkeley Times</i> |
| Tax Shelter Annuity Co. | AXA Equitable, MetLife, VALIC, |
| | Lincoln Investment |
| Board Secretary | Laura Venter |
| Public Agency Compliance Officer | Laura Venter |
| Purchasing Agent | Laura Venter |
| Custodian of Records | Laura Venter |
| Alternate Custodian of Records | Carol Stalowski |
| Supervisor of Certifying Officer | Laura Venter |
| Certifying Officer | Emalisa Haller |
| ADA Officer | Dan Prima |
| Affirmative Action Officer | Keith McShaffrey |
| Affirmative Action Officer/Title IX Coordinator | Dr. DyAnn DeClerico |
| Program Director Title I-V | Dr. DyAnn DeClerico |
| District Coordinator For HIB | Dr. DyAnn DeClerico |
| Web Administrator for QSAC | Dr. DyAnn DeClerico |
| District Liaison for Missing/Abused Children | Rebecca Melanson |
| 504 Officer | Dr. Jeff Zito |
| Conscientious Employee Protection Representative | Mary Guinan |
| Acting Supervisor of Transportation | Joann Blavat |
| Out-of District Supervisor | Cheryl Ernest |
| Asbestos Management Officer | Patrick Sullivan |
| Indoor Air Quality Designee | Patrick Sullivan |
| IPM Coordinator | Patrick Sullivan |
| HAZCOM Instructor | Patrick Sullivan |
| AHERA Representative | Patrick Sullivan |
| District Safety Coordinator | Patrick Sullivan |
| Acting Supervisor of Buildings & Grounds | Michael Caufield |
| District Liaison to Department of Children & Families | Theresa Pasqualetto |

11. Purchasing Agent:

ACTION

Move that the Board appoint Laura Venter as Qualified Purchasing Agent (QPA) with authorization to award contracts up to the bid threshold as set by the State of New Jersey and the quote threshold at 15% of the bid threshold.

Move that the Board approve the QPA to purchase off the State Contract and/or County Bid Portal, GSA, and/or from Purchasing Consortiums when in the best interest of the district.

12. Approve Medical Specialists/Consultants:

ACTION

RESOLVED that the Berkeley Township Board of Education approve the attached list of Medical Specialists/Consultants as recommended by Dr. James Roselli, Acting Director of Special Services. **(Attachment #1)**

13. Travel Expenditures:

ACTION

WHEREAS, the Berkeley Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, the Board of Education has determined that the training and informational programs sponsored by the Superintendent Roundtable, Ocean County Association of School Business Officials, New Jersey Association of School Business Officials, Ocean County School Boards Association, MOCSSIF (Monmouth Ocean Counties Shared Services Insurance Fund), New Jersey Dept. of Education, Systems 3000, and New Jersey School Boards Association are directly related to and within the scope of board members' and employees' duties; and

WHEREAS, the Board of Education has determined that participation in the above mentioned training and informational programs requires school district travel expenditures and that this travel is critical to the instructional and operational needs of the district and/or furthers the efficient operation of the district; and

WHEREAS, the Board of Education has determined that the school district travel expenditures to said programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS, the Board of Education finds that a mileage reimbursement rate equal to that as specified by the Office of Management & Budget is a reasonable rate; and

WHEREAS, the Board of Education has determined that participation in said training and informational programs are in compliance with the district policy on travel;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby approves the attendance of the school board members and district employees to said training and informational programs, and the costs of attendance, including all registration fees, are statutorily authorized travel expenditures provided that such expenditures are within the annual maximum travel expenditure amount.

14. Resolution with Motor Vehicle Commission: ACTION

Resolution to continue limited on-line access program government entity memorandum of understanding between Motor Vehicle Commission and Berkeley Township Board of Education to verify information relating to a holder of a commercial driver’s license as required by the “Commercial Motor Vehicle Safety Act,” 49 U.S.C. App §2710 et seq.

15. Code of Ethics: ACTION

RESOLVED that the Berkeley Township Board of Education reaffirm its commitment to the Code of Ethics for school board members as outlined in Title 18A:12-24.1.

16. BOARD MEETING SCHEDULE FOR JANUARY 2014 – JANUARY 2015 (N.J.S.A. 18A:10-6): ACTION

All meetings to be held at Berkeley Township Elementary School Auditorium beginning at 6:30 p.m. Pursuant to provisions of the Open Public Meetings Act, the Board designates the following dates for Regular Meetings unless otherwise modified by a Resolution of the Board.

REGULAR BUSINESS MEETINGS

2014

- Tuesday, February 18, 2014
- Tuesday, March 18, 2014
- Tuesday, April 22, 2014
- Tuesday, May 20, 2014
- Tuesday, June 17, 2014

NO REGULAR MEETING IN JULY

- Tuesday, August 19, 2014
- Tuesday, September 16, 2014
- Tuesday, October 21, 2014
- Tuesday, November 18, 2014
- Tuesday, December 16, 2014

2015

- Tuesday, January 6, 2015 – Reorganization Meeting

In those cases where the above schedule may conflict with legal holidays or other pending matters of the Board, additions, deletions and/or re-schedules will be advertised.

IX. PUBLIC COMMENT ON NONAGENDA ITEMS:

Mr. Don Whiteman questioned the Board's decision to postpone the resolution from the December 17, 2013 Board Meeting regarding dunes replenishment.

Mr. Sahradnik advised Mr. Whiteman that the resolution would be considered at the February 18, 2014 Board Meeting.

Mr. Whiteman also mentioned that he did not believe that the Business Administrator was correct in her determination that no students from South Seaside Park attend Berkeley Township Schools.

Ms. Venter advised that she was asked whether Berkeley Township transports students from South Seaside Park, and reiterated that Berkeley Township does not transport students from South Seaside Park.

MOTION by Mr. Ferlise that the Board Meeting be adjourned at 6:47 p.m.

SECOND by Mr. Tuminaro.

ALL IN FAVOR.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Laura Venter', written over a horizontal line.

Laura Venter, CPA, RSBA, RSBO
Business Administrator/Board Secretary