

**BERKELEY TOWNSHIP  
BOARD OF EDUCATION MEETING  
BERKELEY TOWNSHIP ELEMENTARY SCHOOL AUDITORIUM  
FEBRUARY 26, 2019 - 7:00 PM  
AGENDA**

- I. CALL MEETING TO ORDER - "Adequate notice of this meeting was given by posting on the district website, by posting the notice in all district schools, Office of the Board of Education and the Berkeley Township Municipal Offices, with publication in the Asbury Park Press on January 8, 2019 in accordance with the provisions of the Open Public Meetings Act."
- II. FLAG SALUTE
- III. ROLL CALL
- IV. PRESENTATION: A. Dr. Jeff Zito/Steve Rieder: Amanda McKenna's Gr. 3 Students -  
Young Writers Contest Winners  
B. Dr. Jeff Zito: Reading Challenge Winners  
C. Audit: Frank B. Holman, III, President, Holman Frenia Allison PC
- V. PRESIDENT'S REPORT
- VI. SUPERINTENDENT'S REPORT (**Attachment #1**)
- VII. PUBLIC DISCUSSION ON AGENDA ITEMS
- VIII. COMMITTEE REPORTS
- IX. SUPERINTENDENT'S AGENDA: Section A
- X. EXECUTIVE SESSION
- XI. ROLL CALL
- XII. SUPERINTENDENT'S AGENDA: Section B
- XIII. BUSINESS ADMINISTRATOR'S AGENDA
- XIV. OLD BUSINESS
- XV. NEW BUSINESS
- XVI. PUBLIC DISCUSSION ON NON-AGENDA ITEMS
- XVII. ADJOURNMENT

**MISSION STATEMENT**

We will provide every student with a safe, supportive, inclusive and collaborative learning environment. In partnership with families and our community, we will foster innovative thinkers in a diverse and ever changing world.



**IX. SUPERINTENDENT'S AGENDA**

**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) Douglas Livesey	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
<b>CBW</b>	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
<b>HMP</b>	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
<b>BTE</b>	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
<b>BAY</b>	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.



**XII. SUPERINTENDENT'S AGENDA**

**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/<br>Disabilities - Revised/Mandated |
| Policy 8561     | Procurement Procedures for School Nutrition - New/Recommended   |

**XIII. BUSINESS ADMINISTRATOR'S AGENDA**

**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

<u>Name</u>	<u>Seminar/Workshop (Registration &amp;/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

**XIV. OLD BUSINESS**

**XV. NEW BUSINESS**

**XVI. PUBLIC DISCUSSION ON NON-AGENDA ITEMS**

**XVII. ADJOURNMENT**

