

I. A Berkeley Township Board of Education Meeting was held on Tuesday, August 16, 2016 at the Berkeley Township Elementary School, 10 Emory Avenue, Bayville, New Jersey. Board President Edward F. Cammarato, called the meeting to order at 6:30 pm. Adequate notice of this meeting was given by publication in the Asbury Park Press on April 15, 2016 and posted notice in all school districts, Office of the Board of Education, and the Berkeley Township Municipal offices in accordance with the provision of the Open Public Meeting Act.

II. FLAG SALUTE

The meeting was opened with a salute to the flag. Mr. Cammarato asked for a moment of silence for our military overseas.

III. ROLL CALL

PRESENT: Thomas Guarascio, John MacMoyle, Robert Martino, Steve Pellecchia, Gerard Reuter, Louis Tuminaro, David Ytreboe, and Edward F. Cammarrato.

ABSENT: Keith Fisher

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

IV. PRESIDENT'S REPORT

Mr. Cammarato thanked all who attended the dedication to the Berkeley Township School's Gymnasium to Mr. Anthony DePaola. All schools are ready for staff and students. The fire marshall has been inspecting the schools. He thanked the Building and Grounds staff for a job well done in all four schools. There is a good sized incoming class. We have provided the outgoing class all that is needed to succeed at Central Regional. We are all looking forward to doing the same with the new kindergarteners.

V. SUPERINTENDENT'S REPORT

Summer has been very busy throughout the Berkeley Township School District. On August 9th we completed our Camp Paw & ESY programs. Thank you to all of our staff who made these programs successful for our students.

The custodial and maintenance staff have been working diligently getting our schools prepared for the arrival of students and staff in September. Thank you to Mike Caufield for all his hard work and efforts as the Interim Buildings and Grounds Supervisor.

Under the direction of Dr. Zito, we will be conducting our first summer professional development program "Summer Slam" for educators and support staff from the Berkeley Township School District and throughout Ocean County.

Please see our BTBOE website for all workshops being offered August 29, 30 and 31.

The Summer Bridge Program will be resuming August 15-18 and August 22-25 with many students registered as they have many hands-on learning experiences.

New Teacher Orientation - August 24th

Pre-School and Kindergarten Orientation - August 25th

In-Service for Staff - September 1st

First day for students - September 6th

Back-to-School Night - Monday, September 12th - BAY, CBW, HMP

Tuesday, September 13th - BTE

On behalf of the Berkeley Township Board of Education, I would like to wish all of our families a very happy and healthy 2016-17 school year, while enjoying the remaining days of summer with friends and family.

Please visit our BTBOE Facebook page to see the many exciting events and activities throughout our district in the upcoming 2016-17 school year.

Thank you!

VI. PUBLIC DISCUSSION ON AGENDA ITEMS

None

VII. COMMITTEE REPORTS

FINANCE:

Mr. MacMoyle reported that all Purchase Orders, Bills and Claims were reviewed and all are approved on the agenda tonight.

EDUCATION/POLICY:

Mr. Ytreboe reported that he met with Mr. Martino and Mrs. Gingerelli on July 26th and August 9th. The policies were reviewed and are on the agenda tonight.

VIII. SUPERINTENDENT'S AGENDA

MOTION by Mr. Pellecchia that upon recommendation of the Superintendent Items A1-A25 be approved.

SECOND by Mr. Tuminaro

ROLL CALL VOTE: (8 Ayes, 0 Nays, 0 Abstains) Motion carries.

A. PERSONNEL RESOLUTIONS

1. Resignation/Retirement

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

Name	Position	Effective
George Becker	Custodian - BAY	9/1/16 - Retirement

2. Substitutes

Recommend the Board approve the following substitute(s) for the assignment(s) listed below for the 2016-2017 school year:

Instructional

Ashley Hollingsworth	Teacher
Jamie McCorry	Teacher
Marcelle Mele	Teacher
Jennifer Murnin	Teacher
Amanda Zimerla	Teacher

3. Long-term Substitutes

Recommend the Board approve the following long-term substitutes 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
Lacey Shan	I.D. #5672-Teacher-HMP	9/1/16-11/1/16
Jennifer Vigne	I.D. #5738-Teacher-HMP	9/1/16-6/30/17
Megan Bowens	I.D. #5546-Teacher-BTE	9/1/16-11/30/16
Danielle Stesner	I.D. #6436-Teacher-BTE	9/1/16-12/23/16
*Kaitlyn Berry	I.D. #6279-Teacher-BAY	9/1/16-12/23/16

*Rescind appointment as the long term substitute for I.D. #6371.

4. New Hires

Recommend the Board approve the appointment of the following individuals in the position listed, for the 2016-2017 school year, pending all required paperwork, effective 9/1/16:

(Resumes enclosed in Agenda Packet)

Name	Position/School	Salary
Erica Cofone	School Nurse - BTE	Step 1-BA+15
Dawn Ottomanelli	Keyboarding Clerk	Contractual
Robert F. Vogel	Executive Director of Physical Facilities	Contractual

5. Transfers/Reassignments

Recommend the Board approve the following transfers/reassignments for the 2016-2017 school year:

Name	From	To
Stephanie McClelland	BAY - BSI - Gr. 1	BAY - BSI - Gr. 2
Robert Ernst	BAY - BSI - Gr. 2	BAY - BSI - Gr. 3
Meera Malik	BAY - BSI - Gr. 3	BAY - BSI - Gr. 4

Laurie Peters	BAY - BSI - Gr. 4	BAY - BSI - Gr. 1
Toniann Palmieri	BAY - PSD	BAY - Kdg.
Stephanie Rosetti	BAY - LLD - Kdg. & Gr. 1	BAY - LLD - Kdg., Gr. 1 & 2
Denise Mannarino	CBW - Gr. 2	CBW - BSI - Gr. 2
Cheryl Perone Bartolotti	CBW - BSI - Gr. 2	CBW - Gr. 2
Tracey Jarossy	CBW - Gr. 4	CBW - Gr. 3
Andrea Asri	CBW - LLD - Gr. 1	CBW - INCL. - Gr. 1, 2 & 4
Courtney Parker	CBW - Autism I	CBW - Autism II
Arlene Comstock	CBW - Autism II	CBW - LLD - Gr. 2
Stacey Cronin	CBW - LLD - Kdg.	CBW - LLD - Kdg. & Gr. 1
Rita Starner	CBW - LLD - Gr. 3 & 4	CBW - LLD - Gr. 3
Kimberly Tacon	HMP - INCL. - Gr. 3	HMP - Gr. 4
Kristin Ellingham	HMP - LLD - Gr. 2	HMP - LLD - Gr. 1 & 2
Nancy Ushock	HMP - LLD - Kdg. & Gr. 1	HMP - LLD - Gr. 4
Brendan Keats	HMP - LLD - Gr. 4	HMP - MD - Gr. 3 & 4
Michelle Smith	HMP - MD - Gr. 3 & 4	HMP - Gr. 4
Susan Bellettiere	BTE - Partial INCL. - Gr. 5	BTE - RC - Gr. 5
Melissa Tomaini	BTE - LLD - Gr. 5	BTE - LLD - Gr. 6
Janet Sullivan	BTE - INCL. - Gr. 6	BTE - RC - Gr. 6
Charles (Luke) Hurley	BTE - RC - Gr. 6	BTE - INCL. - Gr. 6
Corey Steinmetz	BTE - LLD - Gr. 5	BTE - LLD - Gr. 6
Kristy Collins	HMP - Gr. 3	CBW - Kdg.
Christine Firetto	BAY - PS	HMP - INCL. - Kdg.
Kerry Castles	BAY - Gr. 4	HMP - LLD - Kdg.
Justin Mannarino	HMP - Gr. 4	BAY - Gr. 4

6. Approval of Superintendent's Qualitative & Quantitative Goals

Recommend the Board approve the Superintendent's Qualitative and Quantitative Merit Goals for the 2016-2017 school year. **(Enclosed in Agenda Packet)**

7. School Aides Hours

Recommend the Board approve the hours for the following school aides, at the contractual rate of pay, for the 2016-2017 school year:

<u>BTE</u>	<u>BAY</u>
Tamara Carsten - 2.5	Darlene Cofone - 2.5
Deborah Cerbone - 2.5	Kecia Drake - 3.5
Elisa Suarez - 3.5	Ellen Hughes - 3.5
<u>HMP</u>	<u>CBW</u>
Lori DiPiazzi - 3.5	Elizabeth Keenan - 3.5
Mary Fitzgerald-Tuzzo - 3.5	Mary Mahan - 3.5
Joy Barber - 2.5	Lori Pereira-Arnold - 2.5

8. School Copy Aides

Recommend the Board approve the following individuals as school copy aides, at their contractual rate of pay, for the 2016-2017 school year:

Darlene Cofone - BAY	Maureen Bruno - CBW
April Koffler - HMP	Deborah Cerbone - BTE

9. New Hire Salary Adjustment

Recommend the Board approve a salary adjustment for the following individuals, effective 9/1/16:

Name	From	To
Jennifer Cooney	Step 1 - BA Guide	Step 1 - BA+30

10. Assistance for Back-to-School Night

Recommend the Board approve the following staff members to provide assistance at Back-to-School Night for the Parent Portal, not to exceed 3 hours, at the contractual rate of pay, for the dates indicated:

Michaeleann Warchol and Debbie Frandza - BTE - 9/13/16
Angel'a Marchetti, Diane McKerry - BAY - 9/12/16
Sally Grimaldi, Chris Adelhelm - HMP - 9/12/16
Maureen Bruno and Vicky Tillett - CBW - 9/12/16
Marylou Bartelli and Sue Orlosky - CST - 9/12/16

11. Revision for ESY

Recommend the Board approve the revision for the following staff members due to transporting students to the Alpha School for ESY:

<u>Name</u>	<u>Hours/Days/Rate</u>	<u>Total</u>
Lillian Lewis (Bus Driver)	30 days x 5 hrs. @ \$17.30	\$2595.00
Carol Cerbo (Bus Aide)	27 days x 4.5 hrs. @ \$16.98	\$2063.07
Carol Cerbo (Bus Aide)	3 days x 4 hrs. @ \$16.98	\$ 203.76
*Michele O'Brien (Bus Aide)	17 days x 2.5 hrs. @ \$16.98	\$ 721.65

(*replacing Carol Cerbo, effective 7/12/16)

12. Science Curriculum

Recommend the Board approve the following teachers to attend the Science Curriculum Presentation for 6th grade, at the contractual rate of pay, for 5 hours each:

- Daniel Cooney (11-130-100-101-07-0001)
- William Turanyi "
- Lisa Maione "
- Joanna Mulholland "
- Jesica Smialowicz (11-204-100-101-05-0001)

13. Summer Curriculum Writing

Recommend the Board approve the following teachers to work on the Summer Writing Curriculum, for 6 hrs/day at the contractual rate of pay, from 7/19/16-7/21/16:

- Amanda McKenna - Science K-5
- Debbie Immerso - Media Specialist
- Melissa Davenport - Technology
- (11-120-100-101-07-0001)

14. Club Advisors

Recommend the Board approve the following individuals as Advisors for the Potter Creek Crusaders Club at the Berkeley Township Elementary School, *paid through a grant from the *Little Stuff Fund*, effective 9/1/16 through 6/30/17:

- *Joyce Meilner - \$2000
- *Lois Schoeck - \$1500
- Kathy Palagonia - paid at the hourly supplemental contractual rate, not to exceed \$1250

15. Mentoring Plan for 2016-2017

Recommend the Board approve the 2016-2017 Mentoring Plan for the district.

16. Teacher Mentor for 2016-2017

Recommend the Board approve the following teacher to perform as a Mentor for the 2016-2017 school year, at a stipend of \$550 to be paid over 30 weeks by the individual mentee:

<u>Mentor</u> Alexandria Terry	<u>Mentee</u> Stephanie Koplitz
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17. Revised ESY staff schedule

Recommend the Board approve the following revised Extended School Year staff schedule, previously approved at the 6/28/16 Board meeting:

Name	Position	From	To	Effective
Lauren Monaco	Speech Therapist	10 days/4 hrs.	20 days/4 hrs.	7/6/16 - 8/9/16

Jessica Schlottfeld - Rescind 10 days/4hrs. - effective 7/25/16 - 8/9/16.

18. Extra-Curricular Position

Recommend the Board approve the appointment of the following staff members to the stipend extra-curricular position listed for the 2016-2017 school year:

Safety Patrol Coordinator: *Isabella Appignani - BAY
*Jacqueline Wright - BAY
Tracey Jarossy - CBW
Jason Miller - HMP
Theresa Pasqualetto - BTE
(*Will split duties and stipend.)

19. Cafeteria Workers

Recommend the Board approve the work hours for the following cafeteria workers for the 2016-2017 school year:

BAY
Nora Flanagan - 6.0
Kim Schroeder - 5.5

HMP
Susan Steele - 6.5

CBW
Kim Lipinski - 6.5
Chris Kurnel - 3.75
Theresa Jackson - 6.0

BTE
Donna DeSilva - 6.5
Julie Harman - 6.25

20. BTEA Contract

Recommend the Board approve the BTEA contract effective 7/1/2016 through 6/30/2020.

21. Approval of Coordinators, Sponsors & Clubs:

Recommend the Board approve the Coordinators, Sponsors, and Clubs for the Fall 2016 Cycle, to run for ten (10) sessions from September 19 to December 19. (Coordinators will be paid for 1.5 hours at the hourly supplemental rate, and Sponsors will be paid for 1 hour at the hourly supplemental rate per club meeting date):

School	Sponsor	Club
BAY	Dawn Blumensteel, Coordinator Cheryl DePetro Nina Britton Kathy Bechtle Jackie Wright Isa Appignani Laurie Peters, Substitute Gianna Clavelli-Bassford, Substitute	Strategic Game Club (Gr. 1 & 3) Mini Tennis Club (Gr. 2 & 4) BEAK Patrol (Gr. 2 & 4) Lego STEM Club (Gr. 1 & 3) Boomwackers Club (Gr. 1 & 2) Sports Club (Gr. 3 & 4)
CBW	Michelle Speidel, Coordinator Kristy Roth Alexandria Terry (Vasilakis) Laurin Wallace Stephanie Violante Melissa Davenport Kristy Collins, Substitute Teresa LaMagra, Substitute Denise Giordano, Aide (if needed) Peg Crawford, Aide (if needed)	Lego Club (Gr. 1 & 3) Sports Fitness Club (Gr. 1 & 2) Investigators Club (Gr. 1 & 2) Sports Club (Gr. 3 & 4) Arts & Crafts Club (Gr. 3 & 4) Photo/Video Gaming Club (Gr. 3 & 4)
BTE	Luke Hurley, Coordinator Heather Melanson Kim Guarascio Katie Zaccone Mike Colarusso Lisa Maione Cathy MacMoyle, Substitute	Chess Club Positive Attitude Club Double Dutch Club Fitness Club Health & Wellness Club Game Club
HMP	Thomas Ettari, Coordinator Marianne Cicco Jason Miller Erin Miller Kerry Castles Patricia Olsen	Minecraft Club (Gr. 3 & 4) Chess Club Sports Club Newspaper Club Minecraft Club (Gr. 1 & 2) Nutrition & Fitness Club

	Yvonne Desch Becky Melanson, Substitute Erin LeBert, Substitute	Nutrition & Fitness Club
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22. Special Education Aides Work Hours

Recommend the Board approve the work hours for the special education aides, at their contractual rate of pay, for the 2016-2017 school year. **(To be distributed at Board meeting)**

23. Grant Stipends

Recommend the Board approve stipends for the following staff members funded through the Preschool Expansion Grant:

Mary Guinan - \$10,000	Lisa Flynn - \$5,000
Charissa Palazzo - \$5,000	Marylou Bartelli - \$5,000

24. Change in Position/Hours

Recommend the Board approve the following staff changes, effective 9/1/16:

Name	From	To	Effective
Jessica Burlew	PS - CBW	PS - Master teacher - BAY, CBW & HMP	9/1/16
Sara Yost	PSD-HMP (3 hrs./day)	PS - CBW (full-time)	9/1/16

25. Club Advisor

Recommend the Board approve Betty Pennell as an Advisor for the Potter Creek Crusaders Club at the Berkeley Township Elementary School, paid through a grant from the *Little Stuff Fund*, in the amount of \$1500, effective 9/1/16 through 6/30/17.

B. OTHER BOARD ITEMS

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

SECOND by Mr. Martino.

ROLL CALL VOTE: (8 Ayes, 0 Nays, 0 Abstains) Motion carries.

1. Services for the NJ Commission for the Blind 2016-2017

Recommend the Board approve the following students to receive services from the NJ Commission for the Blind at the levels and costs listed, for the 2016-2017 school year:

I.D. #998192 - Level 1 - \$1,900

I.D. #999132 - Level 1 - \$1,900

2. First Reading of Bylaws/Regulations/Policies

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

Policy/Reg 1240	Evaluation of Superintendent (Revised)
Policy 2361	Acceptable Use of Computer Networks/Computers and Resources
Policy/Reg 3126	District Mentoring Program (Revised)
Policy/Reg 3221	Evaluation of Teachers (Revised)
Policy/Reg 3222	Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (Revised)
Policy/Reg 3223	Evaluation of Administrators, Excluding Principals, Vice Principals & Asst. Principals (Revised)
Policy/Reg 3224	Evaluation Principals, Vice Principals & Asst. Principals (Revised)
Policy 3431.1	Family Leave (Teaching Staff) (Revised)
Policy 4331.1	Family Leave (Support Staff) (Revised)
Policy/Reg 5330	Administration of Medication (Revised)
Policy 5337	Service Animals (New)
Policy 5516	Use of Electronic Communication and Recording Devices (EDRD) (Revised)
Policy 5615	Suspected Gang Activity (Revised)
Policy 8540	School Nutrition Programs (Revised)
Reg 8540	Free & Reduced Rate Meals (Abolished)
Policy 8550	Outstanding Food Service Charges (New)
Policy 8820	Opening Exercises/Ceremonies (Revised)
ByLaw 0167	Public Participation in Board Meetings (Revised)
ByLaw 0168	Recording Board Meetings (Revised)

3. Second Reading of Bylaws/Regulations/Policies

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

Policy 5511	Dress and Grooming (Revised)
Reg 8500	Charging Procedures (Revised)

5. Re-adoption of Curriculum

Recommend the Board approve the re-adoption of the Berkeley Township School District's curriculum for the 2016-2017 school year. **(Enclosed in Agenda Packet)**

IX. BUSINESS ADMINISTRATOR'S AGENDA

MOTION by Mr. Pellecchia that upon recommendation of the Business Administrator Items B1-B4 be approved.

SECOND by Mr. Martino.

ROLL CALL VOTE: (8 Ayes, 0 Nays, 2 Abstains) Mr. MacMoyle on Item 3, Mr. Guarascio on Item 1. Motion carries.

1. MINUTES

RESOLVED that the Minutes of the Regular Meeting held on June 28, 2016 be approved.
(Attachment 1)

2. PAYMENT OF BILLS

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

Bills List dated June 30, 2016 Check number 40199-40247	\$165,811.82
Bills List dated June 30, 2016 Check numbers 40248-40296	\$222,085.52
Bills List dated August 2, 2016 Check number 40297-40307	\$1,177,111.71
Bills List Dated August 16, 2016 Check numbers 40308-40405	\$903,393.04
Purchase Order Report listing Purchase Orders numbered 16-01958 - 16-01997	\$30,633.06
Purchase Order Report listing Purchase Orders numbered 17-00001 through 17-00370 and 17-05000 through 17-05174	\$6,184,731.96

(Attachment 2)

3. PAYROLL APPROVAL

BE IT RESOLVED that the monthly payroll be approved:

Payroll - June 15, 2016	\$ 971,911.83
Payroll - June 30, 2016	\$1,387,724.18
Payroll - July 15, 2016	\$ 194,849.61
Payroll - July 31, 2016	\$ 232,214.86

4. TRAVEL

Recommend the Board approve the following travel:

Name	Seminar/Workshop	Dates	Not to Exceed
TBD	The Richard Stockton ETTC Workshops Hours	2016-2017 School Year	\$6800
Patricia Olsen (HMP Nurse)	American Academy of Pediatrics School Health Conference	10/18/2016	\$225

MOTION by Mr. Pellecchia that upon recommendation of the Business Administrator Items B5-B13 be approved.

SECOND by Mr. Martino.

ROLL CALL VOTE: (8 Ayes, 0 Nays, 0 Abstains) Motion carries.

5. SCHOOLHOUSE LEASE AGREEMENT

RESOLVED that the Berkeley Township Board of Education approve the Lease Agreement with the Housing Authority of Berkeley Township for use of the property known as Magnolia Gardens Community Center, 235 Magnolia Avenue, South Toms River, NJ, at the annual rent of \$7,900 for the period October 3, 2016 through May 2, 2017.

6. FREE AND REDUCED LUNCH STIPEND

Recommend the Board approve a stipend for Maureen Bruno, Lunch Applications Processor, for \$2000, for the 2016-2017 school year.

7. PRIVATE SCHOOLS FOR THE DISABLED

WHEREAS, private schools for the disabled may provide state approved breakfasts and lunches to students at no cost to the students' family; and

WHEREAS, the State of New Jersey is now requiring for profit private schools for students with disabilities to charge for reduced and paid lunches unless a majority of school districts pass resolutions objecting to the meal charges,

NOW, THEREFORE, BE IT RESOLVED that the Berkeley Township Board of Education endorses not having to charge families for meals provided, and private schools for the disabled do not have to apply for reimbursement from the Child Nutrition Program.

BE IT RESOLVED that the Board Secretary send certified copies of this resolution to any private school requesting it.

8. 2015-16 BUDGET REVISION

Recommend the recognition of the 2015-16 Budget Revision for \$7,150.29 for additional ARRA/SEMI Federal funds received.

9. DISPOSAL OF VEHICLE

Recommend the Board of Education approve the disposal of a 2005 Bluebird Bus, 54 passenger, Vehicle No. 14, 1BABGCKA35F226544 due to motor vehicle accident.

10. MEDICAL SPECIALIST

Recommend the Board of Education approve Patricia A. Simms, PT, LLC to be added to the Medical Specialist list for the 2016-2017 school year.

11. OUT OF DISTRICT PLACEMENT

Recommend the Board of Education approve the following students for Out of District Schools:

Student ID #	School	Dates
#996284	Hawkswood School	9/1/16 - 6/30/17
#995874	Hawkswood School	7/25/16 - 6/30/17
#995869	Hawkswood School	9/1/16 - 6/30/17
#997905	New Road School	9/1/16-6/30/17

12. TRANSPORTATION JOINTURES

Recommend the Berkeley Township Board of Education approves transportation jointures with the following Host Districts:

Host District	Student ID	Dates	School	Per Diem
MOESC	#996284	9/1/16 -6/30/17	Hawkswood School	TBD
MOESC	#995874	7/25/16-6/30/17	Hawkswood School	TBD

MOESC	#995869	9/1/16-6/30/17	Hawkswood School	TBD
Central Regional	#997905	9/1/16-6/30/17	New Road School	TBD

13. Request for Proposal:

RESOLVED that the Berkeley Township Board of Education authorizes, Business Administrator, Laura Gingerelli, to release the Request for Proposal for Architect for a 2,000 sq.ft. one-story addition to the Board Office.

X. OLD BUSINESS

None.

XI. NEW BUSINESS

None.

XII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

None.

XIII. EXECUTIVE SESSION

None.

XIV. ADJOURNMENT

Meeting adjourned at 7 pm.

Respectfully submitted,



Laura Gingerelli, CPA,RSBA
Business Administrator/Board Secretary