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I. CALL MEETING TO ORDER:

A Berkeley Township Board of Education Meeting was held on Tuesday, April 26, 2016 at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, New Jersey. Board President Edward 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 by posting the notice in all 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.

II. FLAG SALUTE:

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

III. ROLL CALL:

PRESENT: Keith Fisher, Tom Guarascio, John MacMoyle, Robert Martino, Steve Pellecchia, Gerard Reuter, Lou Tuminaro, David Ytreboe and Edward Cammarato.

ALSO PRESENT: Dr. James Roselli, Superintendent
Laura Gingerelli, CPA, Business Administrator/Board Secretary
Robert Budesa, Acting Board Attorney

IV. PRESENTATION:

Dr. James Roselli and President Edward Cammarato presented Dr. John P. Butler, Southern Ocean Orthodontics, with a certificate of recognition.

Dr. Jeffrey Zito, Director of Curriculum, gave a presentation about PARCC testing.
(Attachment 1)

V. PUBLIC HEARING ON BUDGET:

A. SUPERINTENDENT'S PRESENTATION ON 2016-2017 SCHOOL DISTRICT BUDGET (Attachment 2)

B. PUBLIC COMMENT ON THE BUDGET:

None.

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C. ADOPTION OF 2016-2017 BUDGET:

MOTION by Mr. Tuminaro that upon recommendation of the Superintendent the budget be approved.

SECOND by Mr. Pellecchia.

ROLL CALL VOTE: (9 Ayes, 0 Nays, 0 Abstains) Motion carries.

BE IT RESOLVED to approve the school district budget for the FY 2016-17 School Year as follows:

	Budget	Local Tax
Levy		
Total General Fund	\$32,121,192	\$28,025,975
Total Special Revenue Fund	1,257,361	N/A
Total Debt Service Fund	<u>1,930,900</u>	<u>1,930,900</u>
Totals	\$35,309,453	\$29,956,875

BE IT FURTHER RESOLVED, that the Berkeley Township Board of Education requests use of an Adjustment for Increase in Health Care Costs of \$316,877; and

BE IT RESOLVED, that the Berkeley Township Board of Education request use of \$466,802 of Banked Cap to offset cost increases in insurances and cost of new curriculum as dictated by standards. These items are for current year's budget and cannot be deferred or incrementally completed over a longer period of time.

BE IT FURTHER RESOLVED that travel expense for the 2016-17 School Year shall not exceed \$50,000.

D. ADJOURNMENT OF PUBLIC HEARING.

MOTION BY Mr. Guarascio, Second by Mr. Pellechia that the Public Hearing be adjourned at 6:50 pm. All in favor.

VI. PRESIDENT'S REPORT:

Mr. Cammarato, noted that the Berkeley Township Elementary School had its' talent show, Bayville School had its' PTA auction, H&M Potter School had a wonderful production of the Lion

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King. CBW received a grant from the Department of Agriculture with the Jets. All were a great success.

Dr. James Roselli and Dr. Jeffrey Zito had an article published in the School Leader magazine about school security and the article will be posted on the Facebook page.

Mr. Cammarato also spoke about security in the schools. Keypads have been replaced with swipe cards, man traps at each building entrance, revised security drills and well maintained grounds to eliminate any hiding areas. All four schools received ALICE training.

Our district continues to enhance risk mitigation and we are a model for other schools. Dr. Roselli and Dr. Zito should be commended and thanked for all they do.

The Board of Education Negotiating Committee has a tentative MOA with the BTEA which is on for board action tonight. Mr. Cammarato personally thanked all members of the team and feels that this agreement will be fair to all teachers and taxpayers.

VII. SUPERINTENDENT'S REPORT:

1. SCHOOL REPORTS

Bayville School:

- PTA Gift Auction
- Study Island celebration
- 1st Grade Nutrition Buffet

H. & M. Potter School:

- Jump Rope for Heart
- Lion King Performance
- Student Council Speeches

Clara B. Worth School:

- Adopt-A-Road Program
- NY Jets Eat Right/Move More Assembly - Congrats/Thanks Cara Burton
- Save Barnegat Bay Assembly

Berkeley Twp. Elementary School:

- Ms. Guy, Mrs. Brown, and Mrs. Nagy's classes put on an interactive Wax Museum assembly for the entire school on April 7th.
- 4th Annual Talent Show was held on April 7th - over 40 acts displayed their skills
- A special student was recognized on April 21st at the county-wide Unsung Hero Dinner. This event celebrates one student from each district who has overcome a personal obstacle.

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April was a very busy month throughout the entire Berkeley Township School District.

Students in grades 3-6 participated in the NJ PARCC Testing. Thank you to our teachers, administrators, staff and technology team who assisted during this testing.

Thank you to our Stokes Coordinators: Kathy Palagonia, Dan Cooney, and Luke Hurley for organizing the 50th Stokes Celebration at BTES on April 22 & 23, along with many retirees, including Lois Schoeck, Betty Pennell, Joyce Meilner, Joyce Moran and many more, and I wish to apologize if I missed anyone.

Please visit the Berkeley Township School District's Facebook page to see all the amazing events and programs happening in all four of our schools.

This concludes my Superintendent's Report.

VIII. PUBLIC DISCUSSION ON AGENDA ITEMS

None.

IX. COMMITTEE REPORTS

FINANCE:

John MacMoyle, Chairperson - All purchase orders, bills and claims reviewed and approved and on the agenda for approval.

EDUCATION COMMITTEE/POLICY:

Keith Fisher, Chairperson

Dr. Zito reported the following to the Education Committee:

1. **Status of New Math Program** - (We have visited Stafford on March 18th to see Go Math visited Manchester on March 22nd to see My Math. We had our final Meeting on April 8th to determine the final proposal to the Board of Education. It is the recommendation of the Committee to proceed with My Math for the 2016 School Year.
2. **Status of New Music Program**- We met with Mc Graw Hill to see if they could supplement the program with new songs and an online component to save money. We will be going to look into other companies to see if they have anything better.
3. **New Grading System**
 - a. **Report Cards and Realtime** - Report cards have been submitted to Realtime, our Student Information System. All staff have approved and all Administration has approved them.
 - b. **Progress Reports** Progress Reports have been submitted to realtime. All staff have

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- approved and all Administration has approved them.
- c. **Honor Roll** - The Honor Roll Criteria was approved by the Committee, the staff, and the administration.
- d. **Retention** - is now being reviewed and read at the Board of Education Meeting. After the three readings it will be added as policy.
- e. **Family Night** - Family Night flyers will be printed and sent out to all schools the week before the actual date of **May 16th**.
- f. All Administrators have been invited to attend as well. We will be having some giveaways to parents for attending to increase participation.

II. Review of Standardized Testing

1. **PARCC Infrastructure Test** - Infrastructure tests were performed successfully in all of the schools. Mr. Reid and I worked collaboratively to train all staff on PARCC Procedures and all staff were well prepared for the test.
2. **Implementation of Chromebooks at Berkeley Township Elementary School** - The chromebooks have been deployed to BTES. This will ease the number of days of testing.
3. **Testing Schedule** - Each school was sent a schedule a week before the PARCC so that parents know exactly when they are testing.
4. **Evidence Based Tables** - All administrators were given these to discuss with staff to look at what we are doing well and what we need to look at for growth.
5. **No such thing as Opt Outs** - We currently only have a handful of opt out letters from parents.
 - a. *We are keeping record and tracking*
 - b. *State does not recognize*
 - c. *We will call parents*

X. SUPERINTENDENT'S AGENDA:

MOTION by Mr. Pellecchia that upon recommendation of the Superintendent Items A1-A19 be approved.

SECOND by Mr. Martino.

ROLL CALL VOTE: (9 Ayes, 0 Nays, 4 abstains) Mr. Fisher on Items 9,10,11,14, 15. Mr. Guarascio on Item 14 and Mr. MacMoyle on Items, 9, 10, 11, 14, and 15. Mr. Ytreboe on Item 14. Motion carries.

A. PERSONNEL RESOLUTIONS

1. Resignation/Retirement

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

Name	Position	Effective
Sheri Gutierrez	Bus Driver	7/1/16 - Resignation

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Lucille Daletto	Bus Driver	7/1/16 - Retirement
Rose Ernst	Clerical Worker	9/1/16 - Retirement
Maryann Cembor	Teacher-CBW	7/1/16 - Retirement

2. Leave(s) of Absence

Recommend the Board approve a leave of absence (new or revised) for the following staff members (start and end dates for maternity leaves are subject to change):

- a) I.D. #6083-INCL-BTE:
Medical leave of absence to start 5/25/16 and continue through 6/8/16.
- b) I.D. #5546-Gr. 5-BTE:
Maternity leave of absence to start 5/18/16 and continue through 11/30/16.

3. Substitute(s)

Recommend the Board approve the following substitute(s) for the assignment(s) listed below for the 2015-2016 school year:

Non-Instructional

Melisa Lefkus	Aide/Clerical Worker
William Meier	Bus Driver
Adriana Valenzuela	Bus Attendant

Note: All substitute aides approved by the Board will be able to substitute as school/teacher aides and bus attendants.

Instructional

Megan Bowens	Teacher
Danielle Fellona	Teacher
Therese Hagan	Teacher
Tracy Lewis	Teacher
Courtney Mahnken	Teacher

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Brigitte Rose-Murray	Teacher
Jacquelyn Ryan	Teacher

4. Long-term Substitute Bus Driver

Recommend the Board approve William Meier as a long-term substitute bus driver for 4 hours daily, at the rate of \$15/hr., effective 4/27/16.

5. Additional Special Education Aide Hours

Recommend the Board approve additional hours for the following individuals to assist students as follows:

Name	Dates	Activity	Total Hours
April Koffler	4/13/16 & 4/15/16	H. & M. Potter Play	4
Mark Verpent	4/4/16 & 4/11/16	Helping Hands Music Club	2
Chrystal Siddons	4/25/16, 5/2/16, 5/16/16 & 6/6/16	Helping Hands Music Club	4
Colleen Reilly-Sammond	5/9/16 & 5/23/16	Helping Hands Music Club	2

6. Internship

Recommend the Board approve Karen M. Brown, currently enrolled in a Master's program through the University of Scranton for Educational Administration, to complete her 150 hour practicum in Elementary School Administration Internship at the Clara B. Worth School, under the supervision of Daniel Prima, Principal, between 6/27/16 and 8/21/16.

7. Schoolhouse Calendar

Recommend the Board add the following dates to the Schoolhouse Calendar for the 2015-16 school year due to inclement weather:

April 28 (Thurs.)

May 2 (Mon.)

May 3 (Tues.)

May 5 (Thurs.)

(Last day for Schoolhouse will be May 5th instead of April 26th.)

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8. Approval of Bus Drivers

Recommend the Board approve the following individuals as full-time bus drivers for the 2016-17 school year, at the contractual rate of pay, effective 7/1/16:

Donna Meier William Meier

(These individuals replace two bus drivers who have either retired or resigned.)

9. Attainment of Superintendent's Goals

a) Recommend the Board approve the attainment of Superintendent's Quantitative Merit Goal #1 for the 2015-2016 school year. **(Enclosed in Agenda Packet)**

b) Recommend the Board approve the attainment of Superintendent's Quantitative Merit Goal #2 for the 2015-2016 school year. **(Enclosed in Agenda Packet)**

c) Recommend the Board approve the attainment of Superintendent's Quantitative Merit Goal #3 for the 2015-2016 school year. **(Enclosed in Agenda Packet)**

10. Reappointment of Tenured Administrators/Business Administrator

Recommend the Board reappoint the tenured administrators and the business administrator for the 2016-17 school year per the negotiated contracts.

(Attachment 3)

11. Reappointment of Tenured Teachers/CST Staff

Recommend the Board reappoint the tenured certificated teaching/CST staff for the 2016-17 school year per negotiated contract.

(Attachment 4)

12. Reappointment of Non-Instructional Staff

Recommend the Board reappoint the non-instructional staff for the 2016-17 school year per negotiated contract:

(Attachment 5)

- a) Administrative Office Staff
- b) Secretarial/Clerical Staff
- c) Technology Staff
- d) Bus Attendants/Teacher/School Aides

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- e) Food Service Workers
- f) Supervisors
- g) Custodial Staff
- h) Maintenance Staff
- i) Mechanics
- j) Bus Drivers/School Messenger

13. Bridge Summer Program Staff

Recommend the Board approve the following staff members for the Bridge Summer Program to be held at the Berkeley Township Elementary School, at a rate TBD, based upon enrollment:

Heather Melanson
 Daniel Cooney
 Kathy Palagonia
 April Salerno

14. Approval of Memorandum of Agreement:

Recommend the Board approve the tentative BTEA Memorandum of Agreement effective 7/1/16 through 6/30/20 pending BTEA ratification of contract.

15. Reappointment of Non-Tenured Administrators & Teachers/CST Staff

Recommend the Board approve the reappointment of the non-tenured administrators & teachers/CST staff for the 2016-17 school year per the negotiated contract. **(Attachment 6)**

16. Additional Substitutes:

Instructional	
Jennifer Lebel	Teacher
Jack B. Ruch	Teacher
Brian Vandermark	Teacher

17. Summer Custodial/Technology Helpers

Recommend the Board approve the following individuals as Summer Custodial/Technology Helpers for the 2016-17 school year at the rate of \$9 per hour, for a total of 20 hours per week, Monday through Thursday, effective 6/21/16 through 8/11/16:

Taylor Hoglebe	Christopher Mitchell	Joshua Blumensteel	Saul Vargas
Connor McShaffrey	Abbey Venter	Trevor Palagonia	

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Daniel Leifert

Emily O'Day

Joseph Sepulveda

18. Approval of Contract

Recommend the Board approve the contract for the Business Administrator/Board Secretary for the 2016-2017 school year as approved by the County Superintendent.

19. Adjustment of Hours

Recommend the Board approve an adjustment of hours for Donna DeSilva, Food Service Worker, BTE, from 6.25 hours to 6.50 hours for the 2015-16 school year.

B. OTHER BOARD ITEMS

MOTION BY Mr. Guarascio that upon recommendation of the Superintendent Items B1-B6 be approved.

SECOND BY Mr. Fisher.

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

1. HIB Report Update

For the month of March, 2016, there were:

 0 HIB investigations conducted

 0 Affirmed HIB's

2. Homebound Instruction

Recommend the Board approve Homebound Instruction for the following students, for a minimum of two weeks:

I.D. #999059 - eff. on or about 4/18/16 - Instruction will be provided by Innovative Therapy Group

I.D. #998976 - eff. on or about 4/18/16 - Instruction will be provided by Donna Deubel

3. Second Revision of School Calendar for 2015-16

Recommend the Board approve the second revision of the school calendar for the 2015-16 school year due to snow days. **(Attachment 7)**

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4. First Reading of Bylaws/Regulations/Policies

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

Policy 5410	Promotion and Retention (Revised)
Policy 3322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices (Teaching Staff) (Revised)
Policy 4322	Staff Member's Use of Personal Cellular Telephones/Other Communication Devices (Support Staff) (Revised)
Policy 1522	School Level Planning - Abolished
Policy 5305	Health Services Personnel (Revised)
Policy/Reg 5308	Student Health Records (Revised)
Policy/Reg 5310	Health Services (Revised)
Policy 5339	Screening for Dyslexia (New)
Policy/Reg 5530	Substance Abuse (Revised)
Policy/Reg 5600	Student Discipline/Code of Conduct (Revised)
Policy 8505	Wellness Policy/Nutrient Standards for Meals and Other Foods (Revised)

5. Second Reading of Bylaws/Regulations/Policies

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

Policy 5111	Eligibility of Resident/Nonresident Pupils (Revised)
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6. School Field Trips

Recommend the Board approve the following school field trip for the 2015-2016 school year:

Toms River Castle Park, Oak & No. Bay Ave., Toms River, NJ

XI. BUSINESS ADMINISTRATOR'S AGENDA

MOTION by Mr. Tuminaro that upon recommendation of the Business Administrator Items 17 be approved.

SECOND by Mr. Guarascio.

ROLL CALL VOTE: (7 Ayes, 0 Nays, 3 Abstains) Mr. Fisher Item 3, Mr. MacMoyle Items 1 & 3, Mr. Pellecchia Item 1. Motion carries.

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1. MINUTES

RESOLVED that the Minutes of the Regular Meeting held on March 22, 2016 be approved. **(Attachment 8)**

2. PAYMENT OF BILLS

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

Bills List dated April 6, 2016	\$ 307,857.18
Check number 39747-39750; check number 39706 lost and replaced with check number 39746	

Bills List dated April 26, 2016	\$1,385,736.50
Check number 39751-39910	

(Attachment 9)

Purchase Order Report listing Purchase Orders numbered 16-01483 through 16-01636	\$ 418,587.95
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(Attachment 10)

3. PAYROLL APPROVAL

BE IT RESOLVED that the monthly payroll be approved:

Payroll – March 15, 2016	\$ 957,194.27
Payroll – March 24, 2016	\$ 951,718.31

4. APPROPRIATION TRANSFERS

RESOLVED that the Appropriation Transfers for the month of March 2016, to the 2015-2016 budget be approved. **(Attachment 11)**

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 March 31, 2016 after review of the 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. **(Attachment 12)**

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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 month ended March 31, 2016 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachment 13)**

7. TRAVEL

Name	Seminar/Workshop	Dates	Not to Exceed
Sue Orlowsky/Debbie Fierra/James Roselli	NJSPRA School Communication Awards	5/20/2016	\$225.00
The Richard Stockton College/ETTC hours	ETTC Workshops	2015-2016 School Year	\$3,600.00
Laura Gingerelli	New Jersey Law and Ethics	5/11/2016	\$60.00
Dr. Jeffery Zito	NJASA 34th Annual Conference Atlantic City	5/11- 13/2016	\$525.00

MOTION by Mr. Pellecchia that upon recommendation of the Business Administrator Items 8-13 be approved.

SECOND by Mr. Tuminaro.

ROLL CALL VOTE: (8 Ayes, 0 Nays, 1 Abstain) Mr. Guarascio on Item 12. Motion Carries.

8. EIRC CONSORTIA AGREEMENT

Recommend that the Berkeley Township Board of Education agree to enter into an Inter-local Agency/Shared Service Agreement/Consortia with the Educational Information & Resource Center ("EIRC") wherein EIRC will provide products and services to the Berkeley Township Board of Education pursuant to 40A:65-1 et.seq. Of the Uniform Shared Services and Consolidation Act and Title 18A:6-95-1.

9. SAFETY GRANT APPLICATION

The Berkeley Township Board of Education hereby approves the submission of the grant application for the 2016 Safety Grant Program through the New Jersey School Boards

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Association Insurance Group's MOCSSIF Subfund for the purposes described in the application in the amount of \$9,991.

10. 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 requires the 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.

11. CDL CANCELLATION

WHEREAS, local government entities received FEMA Community Disaster Loans (CDL) in the wake of SuperStorm Sandy and

WHEREAS, the Berkeley Township Board of Education was a recipient of FEMA CDL funds, and

WHEREAS, local governments can now apply for cancellation of said loans by submitting a request in writing.

NOW THEREFORE BE IT RESOLVED that the Berkeley Township Board of Education hereby request Laura Gingerelli, Business Administrator, submit a letter to Terrence Brody, the Governor's Authorized Representative, requesting cancellation of Berkeley Township's Board of Education loan number EMN-2013-LF-4086NJ24 in the amount of \$730,422 and all accrued interest on the loan.

12. BUSES FOR SUMMER RECREATION

Recommend that the Board approve the use of district school buses (#4, 5, 7, 8, 10, 11, 12, 13, 14, 21 and wheelchair van #50) for the Berkeley Township Summer Recreation Program from July 5, 2016 to August 12, 2016.

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13. RESOLUTION FOR HEALTH BENEFITS

Recommend the Board approve the resolution to authorize participation in School Employee's Health Benefits Program of the State of New Jersey as of August 1, 2016.
(Attachment 14)

XII. OLD BUSINESS

None.

XIII. NEW BUSINESS

None.

XIV. PUBLIC DISCUSSION OF NON-AGENDA ITEMS

Jerry Duggan, President of the BTEA addressed Dr. Roselli, Mrs. Gingerelli and Members of the Board on behalf of his membership and thanked them for working to finalize the BTEA contract.

Mr. Mike Motola, President of the Berkeley Basketball thanked Dr. Roselli and the Board of Education for the cooperation with working with the Berkeley Basketball serving approximately 550-600 kids and the use of every school in both districts. He also thanked the Custodians who work with them every night and every week.

XV. EXECUTIVE SESSION

None.

XVI. ADJOURNMENT

MOTION by Mr. Guarascio, second by Mr. Tuminaro and all in favor that the meeting be adjourned at 7:15 pm.

Respectfully submitted,



Laura Gingerelli, CPA, RSBA
Business Administrator/Board Secretary

