

**BERKELEY TOWNSHIP  
BOARD OF EDUCATION MEETING  
BERKELEY TOWNSHIP ELEMENTARY SCHOOL AUDITORIUM  
NOVEMBER 27, 2018  
AGENDA**

- I. CALL REGULAR MEETING TO ORDER - "Adequate notice of this meeting was given by publication in the Asbury Park Press on June 18, 2018, 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
- III. ROLL CALL
- IV. EXECUTIVE SESSION - Confidential student matter
- V. PRESIDENT'S REPORT
- VI. SUPERINTENDENT'S REPORT
- VII. PUBLIC DISCUSSION ON AGENDA ITEMS
- VIII. COMMITTEE REPORTS
- IX. SUPERINTENDENT'S AGENDA
- X. BUSINESS ADMINISTRATOR'S AGENDA
- XI. OLD BUSINESS
- XII. NEW BUSINESS
- XIII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS
- XIV. 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. Leave(s) of Absence**

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

- a) I.D. #6097-Custodian-District-wide:  
Medical leave of absence started 9/21/18 and to continue until doctor's release.
- b) I.D. #5567-Aide-CBW:  
Unpaid medical leave extension from 12/3/18 and continue through 12/21/18.
- c) I.D. #5110-Teacher-CBW:  
Medical leave extension from 11/3/18 and continue through 11/30/18.
- d) I.D. #6371-Teacher-BAY:  
Maternity leave of absence to start 1/22/19 and continue through 4/12/19.
- e) I.D. #6393-Aide-CBW:  
Extension of unpaid leave of absence from 11/3/18 and continue through 12/7/18.

**2. Substitutes**

Recommend the Board approve the following substitute(s) for the assignment(s) listed for the 2018-2019 school year:

Name	Position
a) Danielle Cutrone	Teacher/Aide
b) Tasneem Ibrahim	Teacher/Aide
c) Judith Rose	Teacher
d) Danielle Perez	Teacher/Aide
e) Noreen Vasilakis	Teacher/Aide

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

### 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
a) Dillion Titus	I.D. #6371-Teacher-BAY	1/22/19-4/12/19
b) Jennifer McLaughlin	I.D. #5110-Teacher-CBW	11/16/18-11/30/18

### 4. Project Starfish

Recommend the Board approve the following additional staff members, for Project Starfish, an after school program, for the 2018-2019 school year, paid through the McKinney-Vento "Project Starfish" Grant as listed:

Name/School	Days	Hrs./Day/Rate	Title/Amount
a) Victoria Guy - BTE	13	1.0 - \$30	Multi-Activity Teacher - \$390
b) Victoria Guy			Substitute Teacher
c) Debra Nievidomski			Substitute Aide

### 5. Change of Start Date

Recommend the Board approve a change of start date for the following staff member:

Name/Position	From	To
Suzanne Baler - PS Aide - BAY	11/12/18	11/13/18

### 6. Salary Adjustments

Recommend the Board approve a salary adjustment for the following individuals, effective January 1, 2019: (Does not include longevity)

Name	From	To	Reason
a) Heather Ettari	\$49,890 (Step 1-BA)	\$51,790 (Step 1-BA+15)	College Credits
b) Teresa LaMagra	\$58,040 (Step 6-BA+15)	\$59,740 (Step 6-MA)	College Credits

c) Steven Poppe                    \$51,790            \$53,490  
    (Step 1-BA+15)    (Step 1-MA)                    College Credits

#### 7.     **Intramural Floor Hockey Coordinators**

Recommend the Board approve the following staff members as Coordinators for Intramural Floor Hockey, to be held after school during the months of January and February, at their hourly contractual rate of pay, not to exceed 35 hours:

- a) Kirk Burr - BTE
- b) Carolyn Anderson - BTE

#### 8.     **Curriculum Writing**

Recommend the Board approve the following staff members for Curriculum Writing, at the contractual rate of \$41.61, as listed:

Name	For	Hours
a) Nicole Ettari	Art - Gr. K-2	30
b) Joan Richie	Art - Gr. 3 & 4	25
c) Deborah Immerso	Art - Gr. 5 & 6	25
d) Melia Hoffman	Media - Gr. K-2	30
e) Melissa Stierle	Media - Gr. 3 & 4	25
f) Kathy Palagonia	Media - Gr. 5 & 6	25
g) Kim Tacon	Music - Gr. K-2	30
h) Jackie Wright	Music - Gr. 3 & 4	25
i) Tara O'Brien	Music - Gr. 5 & 6	25
j) Kristen Reiser	Phys. Ed. - Gr. K-2	30
k) Mitchell Lange	Phys. Ed. - Gr. 3 & 4	25
l) Michael Colarusso	Phys. Ed. - Gr. 5 & 6	25
m) Regina Avenoso	Technology - Gr. K-2	30
n) Marianne Cicco	Technology - Gr. 3 & 4	25
o) Melissa Davenport	Technology - Gr. 5 & 6	25

p) Danielle Stesner	Soc. Studies - K-2	30
q) Sharon Ofsanko	Soc. Studies - Gr. 3 & 4	25
r) Dan Cooney	Soc. Studies - Gr. 5 & 6	25

**9. Board of Education Goals**

Recommend the Board approve the following Board of Education Goals:

- a) Continue to improve student achievement at all grade levels for all students and decrease achievement gaps where they exist.
- b) Create a cost-effective budget that provides for educational resources as well as preventive maintenance and ongoing facilities improvement in all schools.
- c) Enhance communication and relationships with internal and external stakeholders.

**10. Superintendent's Goals - Revised**

Recommend the Board approve the following revised Superintendent's Goals:

Goal #1

Oversee implementation of the Preschool Education Expansion Aid granted to the Berkeley Township School District to provide free full day preschool to four year olds beginning October 1, 2018. Develop and coordinate a five year plan with the Board of Education, staff and community to include all three and four year olds in future years.

Goal #2

School security remains a priority in the Berkeley Township School District and community. Each school will create a school security team that will include teachers, parents, administrators and the Berkeley Township Police Department and meet 3 times per year to review all school and district based security protocols and procedures during the 2018-2019 school year.

Goal #3

Maintain open lines of communication between the Berkeley Township and Central Regional School Districts to assist in providing a smooth transition of our students and families as they move on from Berkeley Township School District to Central Regional School District. Berkeley Township School District will maintain a Google calendar to document meetings that occur throughout the 2018-2019 school year.

**B. OTHER BOARD ITEMS**

**1. HIB Report Update**

- \_\_\_ HIB investigations conducted, affirmed.
- \_\_\_ HIB's from November 1, 2018 - November 27, 2018

**2. Homebound Instruction**

Recommend the Board approve Homebound Instruction for the following student for the 2018-2019 school year:

I.D. #999962 - effective 11/15/18 - Instructor to be determined

**3. Additional School Field Trip**

Recommend the Board approve the following additional school trip for the 2018-2019 school year:

Monmouth Battlefield Park  
16 Route 33  
Manalapan, NJ 07726

**X. BUSINESS ADMINISTRATOR'S AGENDA****1. Minutes**

- a) RESOLVED that the Minutes of the Regular Meeting held on October 30, 2018 be approved. **(Attachment 1)**
- b) RESOLVED that the Minutes of the Executive Session held on October 30, 2018 be approved. **(Attachment 2)**

**2. Payment of Bills**

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

*Check numbers 44486 through 44617 voided due to printing error*

Bills List dated November 27, 2018  
 Check numbers 44618 through 44749 \$1,089,645.88  
**(Attachment 3)**

Purchase Order Report listing  
 Purchase Orders numbered 19-01006 through 19-01110 \$993,235.32  
**(Attachment 4)**

**3. Payroll Approval**

BE IT RESOLVED that the bi-monthly payroll periods ending be approved:

October 15, 2018 \$1,105,995.26  
 October 30, 2018 \$1,114,520.86

**4. Appropriation Transfers**

BE IT RESOLVED that the Appropriation Transfers for the month of October 2018, be approved.  
**(Attachments 5)**

**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 August 31, 2018, September 30, 2018, and October 31, 2018 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 6 & 7 from October 30, 2018 Agenda and Attachment 6)*

## 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 August 31, 2018, September 30, 2018, and October 31, 2018 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. (Attachments 8 & 9 from October 30, 2018 Agenda and Attachment 7 to be handed out at the meeting)

## 7. Travel

RESOLVED that the Berkeley Township Board of Education approve the following travel:

<u>Name</u>	<u>Seminar/Workshop (Registration &amp;/or Mileage)</u>	<u>Dates</u>	<u>Not to Exceed</u>
a) Melia Hoffman	NJASL 2018 Fall Conference in Long Branch (registration)	12/3 - 12/4	\$175
b) Kristen Flynn-Gray	School-Based Therapy workshop in LEH (registration)	12/3/18	\$300
c) Michael Conforti	Using Schools As Shelters during a Crisis-at Stockton (mileage)	12/17/18	\$30
d) Dr. Zito	FEA-NJPSA Early Childhood Workshop in Monroe (mileage)	1/11, 4/11, 2018 10/10/19	\$100
e) Kathryn Germinario	BER-Workshop in Cherry Hill (registration)	1/15/19	\$275
f) Angela Frawley	BER-Workshop in Cherry Hill (registration)	1/15/19	\$275
g) Jessica Iannucci	BER-Workshop in Cherry Hill (registration)	1/15/19	\$275
h) Dr. Zito	SJDLP (South Jersey Data Leaders Partnership)- District Member in Voorhees (mileage)	1/22, 3/19, 4/9, 5/21, 2019	\$125
i) Jennifer Bacchione	NJSB Workshop in Trenton (registration)	1/25/2019	\$149
j) Dr. Roselli	NJASA TECHSPO '19 in Atlantic City (registration)	1/31 - 2/1, 2019	\$450
k) Dr. Zito	NJASA TECHSPO '19 in Atlantic City (registration)	1/31 - 2/1, 2019	\$450
l) Joe Reid	NJASA TECHSPO '19 in Atlantic City (registration)	1/31 - 2/1, 2019	\$450
m) Dan Prima	ASCD Empower 19 Workshop in Chicago	3/15-3/19, 2019	\$2,000



**8. Tuition Contract Approval**

Recommend the Board approve the Tuition Contract Agreement with Toms River Regional School District for Student with State I.D. #2101168326, effective September 5, 2018, with an annual tuition amount of \$12,714.00.

**9. Extension of Contract**

Recommend the Board approve an extension of the contract with Lenox, Socey, Formidoni, Giordano, Cooley, Lang & Casey for Legal Services Employment & Labor Issues at an hourly rate of \$175 from January 1, 2019 through June 30, 2019.

**XI. OLD BUSINESS**

**XII. NEW BUSINESS**

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

**XIV. EXECUTIVE SESSION**

**XV. ADJOURNMENT**