

**I. CALL MEETING TO ORDER**

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, January 17, 2017 at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, New Jersey. Board President, Thomas Guarascio, called the meeting to order at 6:30 p.m. Adequate notice of this meeting was given by publication in the *Asbury Park Press* on January 7, 2017 and by posting the notice in all district schools, the District website, 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. Guarascio asked for a moment of silence for our military serving overseas.

**III. ROLL CALL**

**PRESENT:** Mr. Guarascio, Mr. Cammarato, Mr. Fisher, Mr. Pellecchia,  
Mr. Reuter, and Mr. Ytreboe

**ABSENT:** Mr. Martino and Mrs. Shedlock

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

**IV. EXECUTIVE SESSION**

A motion was made by Mr. Cammarato, seconded by Mr. Pellecchia, and all in favor that the Board move to Executive Session at this time, 6:32 pm, for the purpose of HIB matters. Action will be taken upon returning to open session.

**V. ROLL CALL**

A motion was made by Mr. Cammarato, seconded by Mr. Ytreboe, and all in favor that the Board reconvene into public session at this time, 6:40 pm.

**VI. PRESIDENT'S REPORT**

At this time, I would like to acknowledge past President, Mr. Edward Cammarato. Under Edward's leadership, this Board continued to support the District and move in a positive direction from increasing staff appreciation and negotiating a four-year BTEA contract to a sound budget, improving testing scores and expanding technology. I hope to follow his example and assist the Superintendent and Business Administrator whenever possible and continue to move in the direction he has pointed us.

At this time, I would like to present a plaque to Mr. Cammarato. Mr. Cammarato accepted and noted it was a pleasure serving on the board.

Mr. Guarascio advised the Board and public that on January 4, long-time Board Member, Lou Tuminaro, tendered his resignation. Lou has been an integral and important member of the Board for *nine* years. We are sorry to see him go but congratulate him on his election to the Central Regional Board of Education. I know he will become as instrumental to them as he was to us.

Can I have a motion to accept Mr. Tuminaro's resignation?

**MOTION** was made by Mr. Cammarato that upon recommendation of Mr. Guarascio the Board accept Mr. Tuminaro's resignation.

**SECOND** by Mr. Pellecchia.

**ROLL CALL VOTE:** (6 Ayes, 0 Nays, 0 Abstains). Motion carries.

Mr. Reuter left the meeting at 6:45 pm.

At this time, Mr. Guarascio invited Mr. Tuminaro up to receive a plaque.

President Guarascio explained that immediately following Mr. Tuminaro's notice of resignation, the board vacancy was prominently posted on the front page of our website. Three applicants submitted Letters of Interest—Mr. Ron Bakay, Ms. Jayne VanNosdall, and Mr. John MacMoyle. I would like to thank each of them for their interest in serving the community. All three were interviewed by a four-member committee of the Board, and a finalist, Mr. John MacMoyle, has been selected. Mr. MacMoyle has proven his interest in serving the students, parents and staff of the Berkeley Township School District by running for this Board three times and previously serving four years. We are fortunate that a resident with board experience has continued interest in filling this vacancy. Therefore, I put forward Mr. John MacMoyle to fill the board vacancy.

Can I have a motion to fill the Board vacancy with Mr. MacMoyle.

**MOTION** by Mr. Pellecchia that upon recommendation of Mr. Guarascio the Board appoint Mr. MacMoyle.

**SECOND** by Mr. Cammarato.

**ROLL CALL VOTE:** (5 Ayes, 0 Nays, 0 Abstains). Motion carries.

Mr. MacMoyle is seated at the dais.

Mrs. Shedlock arrived at 6:50 pm.

**VII. SUPERINTENDENT'S REPORT ( Attachment 1)**

**VIII. PUBLIC DISCUSSION ON AGENDA ITEMS**

None.

**IX. SUPERINTENDENT'S AGENDA**

**MOTION** was made by Mr. Cammarato that upon recommendation of the Superintendent, Items A1-A15 be approved.

**SECOND** by Mr. Fisher.

**ROLL CALL VOTE:** (7 Ayes, 0 Nays 2 Abstains). Mr. Fisher on Items 2, 10, and 12 and Mr. MacMoyle on Item 12. Motion carries.

**A. PERSONNEL RESOLUTIONS**

**1. Retirements**

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

<b>Name</b>	<b>Position</b>	<b>Effective</b>
Janet Beck	Music Teacher - CBW	6/30/17 - Retirement
Ronald Coleman	Bus Driver	3/31/17 - 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 are subject to change):

- a) I.D. #6279-Teacher-BAY:  
Extension of child rearing leave from 1/3/17 through 6/30/17.
- b) I.D. #6251-Custodial Worker-HMP:  
Medical leave of absence to start 11/8/16 and continue through 2/3/17.
- c) I.D. #5613-Teacher-HMP:  
Medical leave of absence to start 12/16/16 and continue through 1/16/17.
- d) I.D. #5872-Teacher-BAY:  
Maternity leave of absence to start 2/9/17 and continue through 5/30/17.

- e) I.D. #5610-Teacher-BAY:  
Maternity leave of absence to start 3/20/17 and continue through 6/30/17.
  
- f) I.D. #4185-Bus Attendant-District:  
Extension of medical leave of absence from 1/4/17 through 2/3/17.
  
- g) I.D. #5251-Teacher Aide-BAY:  
Medical leave of absence to start 1/17/17 and continue through 1/31/17.
  
- h) I.D. #4982-Cafeteria Worker-BAY:  
Medical leave of absence to start 12/19/16 and continue through 1/17/17.
  
- i) I.D. #5750-Teacher-CBW:  
Medical leave of absence to start 1/3/17 and continue through 1/19/17.

**3. Substitutes**

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

Name	Position
Joy Barber	Teacher Aide
Mary Ellen Cassaro	Teacher
Mary Fitzgerald-Tuzzo	Teacher Aide
Anne Gonsiewski	Teacher Aide/Clerical Worker
Heather Harman	Teacher
Perry Hibbs	Custodian
Donna Mascio	Teacher
Shannon Sanford	Teacher
Alyssa Smialowicz	Teacher
Noreen Vasilakis	Teacher
Ashley Voorhees	Teacher
Christina Warchol	Aide
Ashly Geiger	Teacher

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

**4. 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
Kaitlyn Mallia	I.D. #6279-Teacher-BAY	1/3/17-6/30/17

**5. Stipends for Duties of Accounts Payable Clerk during LOA**

Recommend the Board approve the following temporary monthly stipends to be paid during the Accounts Payable Clerk’s Leave of Absence:

Jason Sabolchick - \$750      Emalisa Haller - \$500

**6. Change in Custodial Work Hours**

Recommend the Board approve the following change in work hours for the evening custodial workers at the H. & M. Potter School, effective 12/5/16:

<u>From</u>	<u>To</u>
3:30 pm - 11:30 pm	3:00 pm - 11:00 pm

**7. Parent Meeting - ESL Basic Skills**

Recommend the Board approve Sandy Cotten for planning and conducting the Parent Meeting for ESL Basic Skills students on 12/8/16 to be paid \$125 through Title 1 Funds.

**8. Internships**

Recommend the Board approve the following Occupational Therapy students to complete fieldwork under the direction of Carol Kiersnowski, Occupational Therapist for the district:

Name	University	Fieldwork Level	Effective
Kelsey Reading	Temple University	Level II	1/9/17 - 12 weeks
Christina Falzone	Stockton University	Level I	2/1/17 - 4/7/17

**9. Student Teacher Placements**

Recommend the Board approve the following student teacher placements for the 2016-2017 school year:

<b>Name</b>	<b>Assigned to</b>	<b>Start Date</b>	<b>Requirements</b>
Gabriella Biele	BAY - Blumensteel	January, 2017	80 Hours
Brittany Brandmahl	BAY- DiFiore	January, 2017	60 Hours
Kali Cavalieri	HMP - Miller, E.	September, 2016 January, 2017	80 Hours Student Teaching Exp.
Susana Conforti	CBW - Speidel	September, 2017	100 Hours
David Demarest	BTE - Colarusso	September, 2016	45 Hours
Samantha Greiner	HMP - O'Brien	September, 2016	30 Hours
Cynthia Knorr	CBW - DesJardin	February, 2017	90 Hours
Brooke Leary	HMP - Pecelli	September, 2016	30 Hours
Dana Schweiger	HMP - McDowell	September, 2016 November, 2016	60 Hours 90 Hours
Alyssa Simpson	CBW - Vannella	September, 2016 January, 2017	90 Hours Student Teaching Exp.
Ashley Voorhees	HMP - Walstrom	September, 2016	90 Hours
Kristen Waldron	HMP - Melanson, R.	March, 2017	120 Hours
Hanna Wieczorek	CBW - Gojdics	February, 2017	90 Hours

**10. Revised Kindergarten Curriculum Family Night Hours**

Recommend the Board approve the following teachers for an additional one-half hour's pay for Kindergarten Curriculum Family Night on 1/11/17, at the contractual rate. (Charge to account #11-110-100-101-07-0001):

**BAY** - Danielle Hoffman  
Tia Monica  
Toniann Palmieri  
Lauren Treshock  
Stephanie Rosetti

**CBW** - Kristy Collins  
Stacey Cronin  
Donna Lapczynski  
Michele Snyder  
Michelle Speidel  
Stephanie Violante

**HMP** - Linda Casagrand  
Kerry Castles  
JoAnn Donachy  
Christine Firetto  
Christina Lee  
Lisa Walstrom  
\*Jennifer Vigne

(\*Jennifer Vigne, long term substitute -1.5 hours @ \$14.50/hour)

**11. Extra Hours**

Recommend the Board approve the following staff member be paid for 2.5 extra hours daily, at her hourly rate:

Name	Hours	Effective
Lori Arnold	9:00 am - 10:30 am 1:00 pm - 2:00 pm	1/10/17-6/30/17

**12. Attainment of Superintendent's Goal**

Recommend the Board approve the attainment of Superintendent Qualitative Merit Goal #1 for the 2016-2017 school year.

**13. New Hire - School Nurse**

Recommend the Board approve the appointment of Melissa Reece as School Nurse at the Bayville School, at Step 1-BA+15\* Guide, effective date to be determined.  
(\*Pending receipt of official transcripts)

**14. Additional Substitutes**

Recommend the Board approve the following substitute teachers to substitute as an aide at the rate of \$8.44 per hour:

Meghan Faljean	Meegan Napholz
Jamie McCorry	Lisa Vargas

**15. 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
Ashly Geiger	I.D. #5872-Teacher-BAY	2/7/17 - 5/30/17

**B. OTHER BOARD ITEMS**

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

**SECOND** by Mr. Cammarato.

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

**1. HIB Report Update**

2 HIB investigations conducted, November, December, 2016 and January, 2017.

1 HIB affirmed November, December, 2016 and January, 2017.

4 HIB investigations conducted July - December, 2016.

0 HIB affirmed July - December, 2016.

**2. Homebound Instruction**

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

I.D. #997244 - eff. 10/28/16 through 12/16/16 Instruction provided by D. Fraone

**3. ESEA Accountability Action Plan**

Recommend the Board approve the ESEA Accountability Action Plan Participation Rate for 2016. **(Attachment 2)**

**4. Resolution: School Board Recognition Month**

Recommend the Board approve the following Resolution:

**WHEREAS**, The New Jersey School Boards Association has declared January 2017 to be School Board Recognition Month, a time when all residents can acknowledge the contributions made by our local school board members; and

**WHEREAS**, The Berkeley Township Board of Education is one of more than 581 local school boards in New Jersey, which sets policies and oversees operations for public school districts; and

**WHEREAS**, The Berkeley Township Board of Education embraces the goal of high-quality education for all New Jersey public school students; and



**WHEREAS**, New Jersey's local school boards help determine the educational goals for approximately 1.4 million children in pre-kindergarten through grade twelve; and

**WHEREAS**, New Jersey's 5,000 local school board members, who receive no remuneration for their services, act as advocates for public school students as they work with administrators, teachers, and parents for the betterment of public education; and

**WHEREAS**, School boards strive to provide the resources necessary to meet the needs of all students, including those with special needs; and

**WHEREAS**, Boards of education provide accountability to the public; they communicate the needs of the school district to the public; and they convey to school administrators the public's expectations for the schools; and

**WHEREAS**, New Jersey can take pride in its schools, which rank among the nation's best in key achievement indicators such as the National Assessment of Educational Progress scores, and the preparation for college through advanced placement offerings and SAT assessments;

**NOW, THEREFORE, BE IT RESOLVED**, that the Berkeley Township Board of Education, does hereby recognize the services of local school board members throughout New Jersey as we join communities statewide in observing January 2017 as SCHOOL BOARD RECOGNITION MONTH; and

**BE IT FURTHER RESOLVED**, the Berkeley Township Board of Education urges all New Jersey citizens to work with their local boards of education and public school staffs toward the advancement of our children's education.

**5. Calendar 2017-18**

Recommend the Board approve the school calendar for the 2017-2018 school year.  
**(Attachment 3)**

**IX. BUSINESS ADMINISTRATOR'S AGENDA**

**MOTION** by Mr. Pellecchia that upon recommendation of the Business Administrator Items BA1-7 be approved.

**SECOND** by Mr Cammarato.

**ROLL CALL:** (7 Ayes, 0 Nays, 2 abstains). Mr. Fisher on Item 3 and Mr. MacMoyle on Items 1 and 3). Motion carries.

**1. Minutes**

RESOLVED that the Minutes of the Regular Meeting and Executive Session held on November 22, 2016, as well as the Reorganization Meeting held on January 3, 2017, be approved. **(Attachments 4, 5 and 6)**

**2. Payment of Bills**

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

Bills List dated December 6, 2016 Check numbers 40880 through 40882	\$409,685.11
Bills List dated December 16, 2016 Check numbers 40883 through 41017	\$445,147.39
Bills List dated January 17, 2017 Check numbers 41018 through 41120	\$899,587.64

**(Attachments 7, 8 and 9)**

Purchase Order Report listing Purchase Orders numbered 17-00870 through 17-01086	\$718,689.06
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**(Attachment 10)**

**3. Payroll Approval**

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

November 15, 2016	\$997,300.25
November 30, 2016	\$976,787.99
December 15, 2016	\$1,062,056.43
December 30, 2016	\$1,008,768.10

**4. Appropriation Transfers**

BE IT RESOLVED that the Appropriation Transfers for the months of October and November, 2016 be approved. **(Attachments 11 and 12)**

**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 October 31, 2016 and November 30, 2016, 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 13 and 14)**

**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 October 31, 2016 and November 30, 2016 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachments 15 and 16)**

**7. Travel**

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

<b>Name</b>	<b>Seminar/Workshop</b>	<b>Dates</b>	<b>Not to Exceed</b>
Michael Colarusso	NJAHPERD Annual Convention in Long Branch (Registration)	2/26 - 2/28, 2017	\$125.00
Lisa Zarra, Jessica Burlew, Jennnifer Cooney	Conference for NJ Kindergarten & Pre Kindergarten Teachers (Registration) (\$250.00 each)	2/27/2017	\$750.00
Sara Yost, Amy Poppe, Claudine Parga & Heather Ettari	Conference for NJ Kindergarten & Pre Kindergarten Teachers (Registration) (\$250.00 each)	2/28/2017	\$1,000.00
James Roselli	National Youth-At-Risk Conference in Savannah, GA (Registration and Travel)	3/7 - 3/9, 2017	\$1,500.00
Jeff Zito	National Youth-At-Risk Conference in Savannah, GA (Registration and Travel)	3/7 - 3/9, 2017	\$1,500.00

**MOTION** by Mr. Pellecchia that upon recommendation of the Business Administrator Items B8-11 be approved.

**SECOND** by Mr. Cammarato.

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

**8. ARRA/SEMI Reimbursements**

**WHEREAS**, the Berkeley Township Board of Education is in receipt of additional ARRA/SEMI reimbursements for the quarters ending April 1, 2009 through December 31, 2010 in the amount of \$1,443.83; and

**WHEREAS**, the District wishes to appropriate this unanticipated unbudgeted federal funding in the 2016-17 school year.

**NOW THEREFORE IT BE RESOLVED**, that the Berkeley Township Board of Education will appropriate said funds in the 2016-17 school year and enter such amounts into the 2016-17 column of the 2017-18 budget software.

**9. Capital Project**

**WHEREAS**, The Berkeley Township Board of Education has need of additional administrative space; and

**WHEREAS**, the project will be undertaken as "Other Capital" project, and identified as State Project # 0320-X04-17-1000; and

**WHEREAS**, the approved LRFP will be amended to include the project and the amendment letter is attached to this resolution; and

**WHEREAS**, the District intends to utilize the Capital Reserves and is not seeking state funding.

**NOW, THEREFORE, BE IT RESOLVED**, that the Berkeley Township Board of Education approves submission to the New Jersey Department of Education of the project application for State Project #0320-X04-17-1000, "Addition and Alterations to Administrative Building."

**10. Tuition**

Recommend the Board approve student BM to attend Absecon Schools for the PreSchool Disabled program for ESY and for the 2016-2017 School year for a total of \$17,934.00.

**11. Medical Specialist**

Recommend the Board approve Starlight Home Care Agency to be added to the 2016-2017 school year Medical Specialist list.

**X. Old Business - None**

**XI. New Business - None**

**XII. Public Discussion on Non-Agenda Items**

A Boy Scout, Griffin Petry, Star Scout asked Dr. Roselli how he partners with Central Regional to transition 6th grade students to the Middle School.

Dr. Roselli explained how several times, teachers discuss ways to ease the transition. Behind the scenes a lot happens such as switching classes in 6th grade. Also, students visit the Middle School.

A Boy Scout, Alexander Cammarato, First Class Scout asked how the School Board decides where to spend the money. Mrs. Gingerelli explained the Budget process.

Both Boy Scouts are with Troop 76, St. Barnabas Church, Bayville. They appeared as part of a merit badge requirement named "Citizenship in the Community".

Mr. Pellecchia noted he appreciates the boys coming to the meeting in uniform. He also welcomed Mr. Guarascio as President and wishes him a banner year. He welcomed back John MacMoyle to the Board and stated he is sure that he will be an asset.

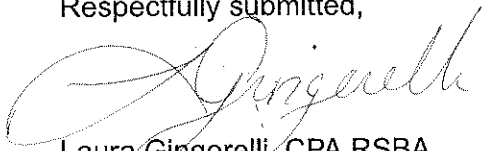
Mr. Cammarato welcomed John MacMoyle. He thanked the two other candidates. It is nice to see members stepping up and volunteering.

Mr. Ytreboe welcomed back John MacMoyle and congratulations to Tom on his first successful meeting. He also welcomed the new nurse, Melissa Reece.

**XIII. Adjournment**

Motion by Mr. Pellecchia and second by Mr. Fisher and all in favor to adjourn the meeting at 7:15 pm.

Respectfully submitted,



Laura Gingerelli, CPA, RSBA  
Business Administrator/Board Secretary