

**BERKELEY TOWNSHIP
BOARD OF EDUCATION MEETING
BERKELEY TOWNSHIP ELEMENTARY SCHOOL AUDITORIUM
MAY 22, 2018 - 6:30 PM
AGENDA**

- I. CALL REGULAR MEETING TO ORDER - "Adequate notice of this meeting was given by publication in the Asbury Park Press on January 11, 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. PRESENTATION: A. Dr. James D. Roselli : **Educational Support Professional Award:**
Vicky Tillett - Keyboarding Clerk - CBW
B. Adam Steinmetz: NJ Stock Market Spring Challenge Certificates
C. Dr. Jeffery Zito: Reading Challenge Certificates
Project Starfish
- V. EXECUTIVE SESSION
- VI. NEW BOARD MEMBER: A. Appointment to fill Board Vacancy:
Motion by: _____ Second by: _____
that _____ be appointed to fill the Board
Vacancy created by the resignation of Gerard Reuter
B. Roll Call
- VII. PRESIDENT'S REPORT
- VIII. SUPERINTENDENT'S REPORT
- IX. PUBLIC DISCUSSION ON AGENDA ITEMS
- X. COMMITTEE REPORTS
- XI. SUPERINTENDENT'S AGENDA
- XII. BUSINESS ADMINISTRATOR'S AGENDA
- XIII. OLD BUSINESS
- XIV. NEW BUSINESS
- XV. PUBLIC DISCUSSION ON NON-AGENDA ITEMS
- XVI. 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.

XI. SUPERINTENDENT'S AGENDA**A. PERSONNEL RESOLUTIONS****1. Resignations**

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

Name	Position	Effective
a) Lisa Flynn	Keyboarding Clerk - Adm. Office	6/30/18
b) Brynne Chacon	LDT-C - CST	6/30/18

2. New Hires

Recommend the Board approve the appointment of the following individuals in the positions listed, for the 2018-2019 school year, effective 9/1/18:

Name	Position	Salary
a) Leah Bale	PreSchool (F/T-Income Eligible) - HMP	Step 1-BA
b) Mary Onopchenko	Music Teacher - CBW	Step 1-BA

3. New Hire Effective Date

Recommend the Board approve the following start date for Dolores Palma, Custodial Worker assigned to the Bayville School: 5/7/18.

4. Transfer

Recommend the Board approve the transfer of the following individual from Teacher Aide to the position listed, for the 2018-2019 school year, effective 9/1/18:

Name	Position	Salary
a) Allison Mitchell	PreSchool (P/T-Tuition) - CBW - 3 hrs./daily	*Step 1-BA+15(pro-rated)

***Upon receipt of transcripts**

5. Leave(s) of Absence

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

a) I.D. #6393-Aide-CBW:

Unpaid leave of absence to start 9/1/18 and continue through 12/1/18.

- b) I.D. #5945-Teacher-BAY:
Medical leave of absence to start 5/11/18 and continue through 6/30/18.
- c) I.D. #6015-Teacher-CBW:
Maternity leave of absence to start 9/4/18 and continue through 3/1/19.
- d) I.D. #5334-Teacher-CBW:
Extension of unpaid leave of absence from 6/1/18 through 6/30/18.
- e) I.D. #5567-Aide-CBW:
Unpaid leave of absence to start 5/14/18 and continue through 5/25/18.

6. Substitute(s)

Recommend the Board approve the following substitute(s) for the assignment(s) listed below for the 2017-2018 school year:

Name	Position
a) Sarah DeSantis	Teacher
b) Linda Pumphrey	Teacher
c) Brittany Brandmahl	Aide
d) Margaret Crawford	Aide

7. 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	Date
a) Ashley Voorhees	I.D. #6015-Teacher-CBW	9/4/18-3/1/19

8. Interim Principal

Recommend the Board approve Michael Conforti as the Interim Principal during Ms. Andrea Cimino's leave of absence at \$413 per diem for 14 additional days during the summer. Also, an additional \$18 per diem on days he is already paid as Assistant Principal.

9. Graduation Chaperones

Recommend the Board approve the following staff members as Chaperones for the 6th grade graduation to be held at Central Regional High School on 6/19/18, not to exceed 2.5 hours, at the hourly contractual rate of pay:

a) Lisa Maione	k) Michael Peterson
b) Joanna Mulholland	l) Lisa Lapsley
c) Carolyn Anderson	m) Kathy Germinario
d) Lisa Meyer	n) Katie Zaccone
e) Carrie Kolakowski	o) Ann Hensel (aide)
f) Kim Guarascio	p) Luke Hurley
g) Jesica Smialowicz	q) Daniel Cooney
h) Bonnie Brown	r) Angela Frawley
i) Bill Turanyi	s) Kimberle Mitchell
j) Victoria Guy	

10. Family Literacy/STEM Nights

Recommend the Board approve the following teaching staff member as a replacement teacher for Jennifer Cooney for Family Literacy/STEM Night, (2) hours for (1) session, at the contractual rate of \$41.61, paid through Title I Grant funding:

Anna McDowell

11. Stipend

Recommend the Board approve Amy Coppinger for 150 hours as the Summer Preschool Master Teacher, at the contractual rate, payable through the Preschool Expansion Grant.

12. Camp Paw 2018 Staff Positions

Recommend the Board approve the following Camp Paw staff positions at the rates listed for the 2018 summer program to be held at the H. & M. Potter School, effective 6/25/18 through 7/31/18:

Name	Position	Rate \$	Hrs./Day	# of days	Total Hours
a) Thomas Ettari	Teacher	\$41.61	5.5	20	110
b) Kayla Crick	Teacher	\$41.61	5.5	20	110
c) Michele Merlo	Teacher	\$41.61	5.5	20	110

d) Tracey Jarossy	Teacher	\$41.61	5.5	20	110
e) Linda Casagrand	Teacher	\$41.61	5.5	20	110
f) Laurie Peters	Teacher	\$41.61	5.5	20	110
g) Christina Lee	Teacher	\$41.61	5.5	20	110
h) Megan Drake	Head Counselor	\$15.00	6.0	20	120
i) Hayley Haggerty	Counselor	\$12.00	5.5	20	110
j) Sam Andrews	Counselor	\$12.00	5.5	20	110
k) Briar Maroney	Counselor	\$12.00	5.5	20	110
l) Brianna Ferguson	Counselor	\$12.00	5.5	20	110
m) Brianna Dorso	Counselor	\$12.00	5.5	20	110
n) Andrew Boller	Counselor	\$12.00	5.5	20	110
o) Anthony Aldrich	Counselor	\$12.00	5.5	20	110

13. Stokes Chaperones

- a) Recommend the Board **rescind** the appointment of Jennifer Vigne as a Stokes Chaperone for the trip scheduled June 6-8, 2018.
- b) Recommend the Board approve the following as additional Stokes Chaperones for the class trips scheduled for June 4-8, 2018:

JUNE 4-6, 2018 - ONLY	JUNE 6-8, 2018 - ONLY
*Karen Doyle (Sub Nurse)	*Susan Kish (Sub Nurse) Brian Woermer - BTPD

***To be paid \$500**

14. Reappointment of Non-Instructional Staff Members

Recommend the Board approve reappointment of the following Non-Instructional staff members for the 2018-2019 school year:

Jaquanna Bailey - Aide - HMP
Dolores Palma Rosas - Custodian - BAY

15. Approval of Extended School Year Staff Positions - 2018

a) Recommend the Board approve the following Extended School Year/Special Education staff positions at the H. & M. Potter School, effective 6/25/18 through 7/31/18:

ESY STAFF FOR 2018

Name	Position	# of Days	# of hrs.	Rate of Pay
a) Lisa Starr	Preschool Teacher	20	4	Contractual
b) Lisa Zarra	Preschool Teacher	20	4	Contractual
c) Stephanie Koplitz	Autism I	20	4	Contractual
d) Courtney Parker	Autism II	20	4	Contractual
e) Marc Troccola	Autism III	20	4	Contractual
f) Robyn Romano	LLD	20	4	Contractual
g) Joe Zacccone	LLD	20	4	Contractual
h) Jennifer Sansone	LLD	20	4	Contractual
i) Michael Peterson	LLD	20	4	Contractual
j) Lisa Spano	Multiply Disabled	20	4	Contractual
k) Kim Tacon	Music	----	20	Contractual
l) Melissa Stierle	Technology Teacher	----	20	Contractual
m) Nicole Ettari	Creative Play/Art	----	20	Contractual
n) Justin Mannarino	Physical Education	-----	20	Contractual
o) Patricia Olsen	Nurse	10 (6/25-7/12)	5.5	Contractual
p) Erica Cofone	Nurse	10 (7/16-8/31)	5.5	Contractual
q) Marie Verderosa	Behaviorist	7 (6/25-6/28) (7/26-7/31)	4	Contractual
r) Jeanmarie Caboy	Behaviorist	13 (7/2-25)	4	Contractual
s) Kristin Flynn-Gray	Occupational Therapist	20 (inclusive of summer evals.)	100 (80 ESY 20 evals)	Contractual

t) Eileen Clemente	Physical Therapist	20 (inclusive of summer evals.)	100 (80 ESY 20 evals)	Contractual
u) Sandra Cotten	Translator	----	6	Contractual
v) Steven Poppe	Behavioral Disability	20	4	Contractual
w) Jessica Schlottfeld	Speech Therapist	10 (6/25-7/12)	50 (40 ESY 10 evals)	Contractual
x) Lauren Monaco	Speech Therapist	10 (7/16-7/31)	50 (40 ESY 10 evals)	Contractual
y) Ifinoe Xanthacos	Substitute Teacher	As needed	----	Sub. Rate

b) Recommend the Board approve the following Extended School Year/Special Education Aides at the H. & M. Potter School, for 20 days/4 hours daily, at the contractual rate of pay, effective 6/25/18 through 7/31/18:

ESY AIDES FOR 2018

a) Tyler Kelly	i) Michele O'Brien
b) Elizabeth Marino	j) Patricia Alvarez
c) Vanessa Rios	k) Adrienne Moroney
d) Lisa Werner	l) Chelsea Conaty
e) Holly Lantz	m) Maureen Gioia
f) Debbie Neivdomski	n) Sharon Madore
g) Patricia Siddons	o) April Kofler
h) Chrystal Siddons	p) Hara Nemeth

16. Teacher/Aide Hours

a) Recommend the Board approve the **revised** hours for Steven Poppe, teacher, to ride on the HMP bus (#7) at the contractual rate of \$41.61/hour, as follows:

From	To	Effective
7:30 am - 8:35 am	7:10 am - 8:40 am	4/12/18 - 6/30/18

b) Recommend the Board approve the following teacher aide to ride on the HMP van (#69) at the hourly contractual rate of \$13.29/hour as follows:

Name	Hours	Effective
Hara Nemeth	3:15 pm - 4:30 pm	5/10/18 - 6/30/18

17. Approval of Superintendent's District Goals

Recommend the Board approve the Superintendent's District Goals for the 2017-2018 school year.

18. Additional Summer Helpers

Recommend the Board approve the following individuals as Summer Helpers for the 2018-2019 school year at the rate of \$9 per hour, for approximately 20 hours per week, Monday through Thursday, beginning on or about 6/25/18 for a total of 150 hours each:

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Name	Position
a) Gabriel Barraud	Custodian
b) Ryan Krill	Custodian

19. Play Coordinators

Recommend the Board approve the following teaching staff members as Coordinators for producing/directing the 2018-2019 school play, for a minimum of 25 hours, not to exceed a total of \$1,100 each:

BTE	Melissa Puri	Corey Steinmetz	Angela Frawley	Jesica Smialowicz
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20. Internships

a) Recommend the Board approve Gianna L. Binetti, an Occupational Therapist student at Stockton University School of Health Sciences, to complete Level II Fieldwork, under the direction of Carol Kiersnowski, Occupational Therapist for the district, effective 9/1/18 through 12/31/18.

b) Recommend the Board approve Kali Bussey, a Speech Therapist intern under the direction of Jessica Schlottfeld and Lauren Monaco, Speech Therapists for the district, not to exceed 80 hours, at the rate of \$10/hour, effective 6/25/18 through 7/31/18.

21. Revised Addendum

Recommend the Board approve the revised Addendum to the Administrative Office Staff contract.

B. OTHER BOARD ITEMS

1. HIB Report Update

For the month of April, 2018, there were:

___ HIB investigations conducted April 25, 2018 to May 24, 2018

___ HIB investigations affirmed April 25, 2018 to May 24, 2018

2. Out-of-District Placements 2018-2019

Recommend the Board approve the following students for out-of-district placements for the 2018-2019 School Year inclusive of ESY 2018: **(Contracts available in Business Office when received.)**

I.D. #999891 - Regional Day School (Manchester Twp. School Dist.)
effective 7/2/18 through 6/30/19

I.D. #997905 - New Road School - effective 7/2/18 through 6/30/19

3. MOESC Appointment

Recommend the Board approve the appointment of Dr. James D. Roselli, Superintendent, to serve on the Board of Directors of the Monmouth Ocean Educational Services Commission (MOESC) for the 2018-2019 school year. MOESC is a public, non-profit agency which provides educational programs for school districts, students with special needs, parents and staff members of our member district, and other Educational Services Commissions. Additionally, they provide Child Study Team Services and After School Child Care.

4. After School Instruction

Recommend the Board approve after school instruction for the 2017-2018 school year for the following student, not to exceed 3 hours per week, effective 4/26/18 through 5/3/18:

I.D. #996790 - Instruction will be provided by Laurierae Mongaliri

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

- a. RESOLVED that the Public Hearing and Regular Meeting held on April 24, 2018 be Approved. **(Attachment 1)**
- b. RESOLVED that the minutes of the Executive Session held on April 24, 2018 be Approved. **(Attachment 2)**

2. Payment of Bills

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

Voided Check number 43410 (Dated 4/25/18) (Attachment 3)	\$ 435.00
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Bills List dated May 4, 2018 Check numbers 43411 through 43415	\$ 38,047.48
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Bills List dated May 22, 2018 Check numbers 43416 through 43542 (Attachment 4)	\$1,009,795.38
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Purchase Order Report listing Purchase Orders numbered 18-01722 through 18-01876 (Attachment 5)	\$ 760,569.38
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3. Payroll Approval

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

April 15, 2018	\$1,032,719.34
April 30, 2018	\$1,009,644.90

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the month of April 2018, be approved.
(Attachment 6)

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 April 30, 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. **(Attachment 7)**

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 April 30, 2018 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachment 8)**

7. Travel

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

<u>Name</u>	<u>Seminar/Workshop (Registration &/or Mileage)</u>	<u>Dates</u>	<u>Not to Exceed</u>
Dan Prima	Educational Policy & School Law Seminar, Lincroft (mileage)	6/1/18	\$25
Cara Burton	Summer Leadership Conference at Kean University (registration and mileage)	7/10/18	\$225
Laura Gingerelli	ASBO Annual Meeting- Kissimmee, Florida (registration & lodging)	9/20-9/25	\$1,700
Jeff Zito, Steve Rieder, Kevin Waldron	Soaring Beyond Expectations: An Afterschool Showcase workshop in Monroe (registration)	6/11/18	\$35 each

8. Transportation

Recommend that the Berkeley Township Board of Education approve the following transportation jointures:

<u>Host District</u>	<u>Student ID</u>	<u>Dates</u>	<u>School</u>	<u>Per Diem Rate</u>
MOESC/Briggs	998674	4/23/18 - 6/21/18	HMP	TBD
MOESC	997905	7/2/18 - 8/13/18	New Road School	TBD
Central Regional	999891	7/2/18 - 8/13/18	Jackson Regional	TBD

9. Request for School Taxes

RESOLVED that the amount of the district taxes needed to meet the obligations of this Board for the 2018-19 School Year (July 1, 2018 through June 30, 2019) is \$28,933,865 for General Funds and \$1,952,412 for Debt Service, and the Township of Berkeley is hereby requested to place in the hands of the Treasurer of School Monies that amount within the next twelve

months, beginning July 1, 2018 through June 30, 2019 in accordance with the statutes relating thereto, and as follows:

**2018-19 SCHOOL DISTRICT BUDGET
BERKELEY TOWNSHIP**

MONIES DUE	GENERAL FUNDS	DEBT SERVICE	TOTAL
July 16, 2018	\$2,411,155	-	\$2,411,155
August 20, 2018	\$2,411,155	-	\$2,411,155
September 17, 2018	\$2,411,155	\$1,781,425	\$4,192,580
October 15, 2018	\$2,411,155	-	\$2,411,155
November 19, 2018	\$2,411,155	-	\$2,411,155
December 17, 2018	\$2,411,155	-	\$2,411,155
January 21, 2019	\$2,411,155	-	\$2,411,155
February 18, 2019	\$2,411,155	-	\$2,411,155
March 18, 2019	\$2,411,155	\$170,987	\$2,582,142
April 15, 2019	\$2,411,155	-	\$2,411,155
May 20, 2019	\$2,411,155	-	\$2,411,155
June 17, 2019	\$2,411,160	-	\$2,411,160
Total Local Taxes	\$28,933,865	\$1,952,412	\$30,886,277

10. Safety Grant Application

The Berkeley Township Board of Education hereby approves the submission of the grant application for the 2018 Safety Grant Program through the New Jersey School Boards Association Insurance Group's MOCSSIF Subfund for the purposes described in the application in the amount of \$18,641.94 for the period of July 1, 2018 through June 30, 2019.

11. Approval to Bid for Refuse/Recycling Removal

Recommend the Board authorize the Business Administrator to advertise for refuse/recycling removal for 2018-2019.

12. Shared Services

WHEREAS, the Berkeley Township Board of Education (“BTBOE”) is in need of engineering services related to the BTE School Parking Lot Project; and

WHEREAS, Berkeley Township (“Municipality”) has appointed Remington & Vernick as the Municipality’s engineers; and

WHEREAS, the Municipality and BTBOE are willing to enter into a shared service agreement for engineering services in the amount of \$34,400.

NOW, THEREFORE, BE IT RESOLVED, that BTBOE does hereby approve the Board Secretary to execute the Shared Services Agreement with the Municipality for engineering services effective July 1, 2018.

13. School Security Services

Recommend the Berkeley Township Board of Education approve the execution of a Shared Services Agreement with the Township of Berkeley to provide police officer services at the Bayville School, Berkeley Township Elementary School, Clara B. Worth School, and H.& M. Potter School for the 2018-2019 School Year. The cost of such services will be \$32.50 per hour not to exceed \$163,800.

14. Professional Appointments

WHEREAS, the Berkeley Township Board of Education published Requests for Proposals (RFPS) for the following Professional Services: Auditor, Property & Casualty Insurance Broker, Legal Services; Legal Services Employment & Labor Issues, Legal Services: Special Education and Student Matters. (unscored)

WHEREAS, on May 1, 2018 the RFPS were received in the Business Office, and,

WHEREAS, the Board reviewed, evaluated and scored the RFPS (see score results in charts below).

NOW, THEREFORE, BE IT RESOLVED, that the Berkeley Township Board of Education makes the following appointments:

- A. Holman Frenia Allison, PC as auditors at a rate not to exceed \$36,700 for the 2018-2019 school year.

NAME OF FIRM	SCORE
Holman Frenia Allison, P.C.	300 of 300

- B. John Hill Agency as Property and Casualty Insurance Broker for the 2018-2019 school year.

NAME OF FIRM	SCORE
John Hill Agency Insurance	300 of 300

- C. Berry, Sahradnik, Kotzas, & Benson, P.C. for Legal Services at an hourly rate \$150.00 for the 2018-2019 school year.

NAME OF FIRM	SCORE
Berry, Sahradnik, Kotzas, & Benson, P.C.	300 of 300
Parker McCay	258 of 300

- D. Lenox, Socey, Formidoni, Giordano, Cooley, Lang & Casey for Legal Services Employment & Labor Issues at an hourly rate of \$175 for July 1, 2018 through December 31, 2018.

NAME OF FIRM	SCORE
Lenox, Socey, Formidoni, Giordano, Cooley, Lang & Casey	190 of 300

15. Approval to repost Request for Proposed Legal Services: Special Education and Student Matters

Recommend the Board authorize the Business Administrator to repost Request for Proposed Legal Services, Special Education and Student Matters.

XIV. OLD BUSINESS

XV. NEW BUSINESS

XVI. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

XVII. ADJOURNMENT

