

BERKELEY TOWNSHIP
BOARD OF EDUCATION MEETING
BERKELEY TOWNSHIP ELEMENTARY SCHOOL AUDITORIUM
FEBRUARY 27, 2018
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. EXECUTIVE SESSION
- 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

The Berkeley Township School District recognizes that each student is an individual. Our mission is to challenge each student to reach his or her full potential in a safe, caring and stimulating environment. The curriculum is aligned with Common Core Standards and NJ Core Curriculum Content Standards, and our dedicated staff emphasizes the social, emotional, physical and intellectual development of each student. We encourage students to become life-long learners by developing intellectual curiosity and a desire for discovery and knowledge.

IX. SUPERINTENDENT'S AGENDA**A. PERSONNEL RESOLUTIONS****1. Resignation**

Recommend the Board approve the resignation of the following staff member:

Name	Position	Effective
Shannon Enright	Teacher Aide - BTE	2/9/18

2. New Hires

Recommend the Board approve the appointment of the following individuals in the position listed, for the 2017-2018 school year, pending all required paperwork:

Name	Position/School/Hours	Effective	Salary
Ariel Clark	Teacher Aide-PSD-HMP-2.5 daily	2/28/18	Contractual
Rebecca Maurer	Teacher Aide-MD-BTE-5.0 daily	2/28/18	Contractual
Ulrich Mueller	Exec. Director of Physical Facilities	3/28/18	Contractual
Kimberly Helling	School Nurse - CBW	TBD	Contractual
Christina Warchol	Spec.Ed. Teacher-CBW	2/28/18	Contractual

3. 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. #6458-Teacher Aide-HMP:
Medical leave of absence to start 1/8/18 and continue through 1/23/18.
- b) I.D. #6367-Teacher-BTE:
Maternity leave of absence to start 3/16/18 and continue through 6/30/18.
- c) I.D. #4745-Transportation.:
Extension of medical leave of absence from 2/1/18 through 2/28/18.
- d) I.D. #6365-Teacher-CBW:
Maternity leave of absence to start 2/28/18 and continue through 5/11/18.

- e) I.D. #5777-Transportation:
Medical leave of absence to start 2/2/18 and continue through TBD.

4. Substitutes

Recommend the Board approve the following substitutes for the assignments listed below for the 2017-2018 school year:

Name	Position
Kimberly Helling	School Nurse
Robin Keyes	Bus Attendant
Holly Lantz	Teacher
Shannon Pustae	Teacher/Aide
Maria Rosen	Bus Attendant
Thomas Vigilante	Bus Attendant

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

5. 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
Nicole Beyer	I.D. #6365-Teacher-CBW	02/28/18-05/11/18
Hanna Wieczorek	I.D. #6367-Teacher-BTE	03/16/18-06/30/18

6. Nurse for Fun Fest

Recommend the Board approve Erica Cofone as the School Nurse for the March Fun Fest at the Berkeley Township Elementary School on 3/9/18, from 2:00 pm to 4:00 pm, at the hourly contractual rate of pay.

7. Club Sponsors/Aide - Spring Cycle

a) Recommend the Board approve the following as Sponsors for the Spring 2018 Cycle, to run for 10 sessions for 1 hour at the hourly supplemental rate per club meeting date, effective 2/27/18:

Name	Club
Christina Lee - HMP	Drama Dance
Paige Deckler - BAY	Play Choreographer

b) Recommend the Board approve Denise Giordano, Aide, for one (1) additional hour after school, at the contractual rate per club meeting date, to assist two (2) special needs students in the "Gaming Club". (Club dates: 2/27; 3/6, 13, 20, 27; 4/10, 17, 24; 5/1, 8)

8. Change of Location/Hours

Recommend the Board approve a change of location/hours for the following staff member:

Name	AM Location/Position	PM Location/Position	Effective
Chelsea Conaty	AM - HMP - Long Term Sub Teacher - PS (3 hours)+	PM - BAY - Aide (2.75 hours)*	2/5/18 - 6/30/18

+Will be paid her regular hourly salary plus an additional \$12.50 per diem

*Increase of .25 hours per day

9. Team Building Activities

Recommend the Board approve the following staff members, to be paid for 3 hours at the contractual rate of pay, for participation in Clara B. Worth School's team building activities for an assigned grade level during the 2017-2018 school year:

Name	Activity
Melissa Davenport	Technology
Melia Hoffman	Literacy
Kristen Reiser	Gym
Megan Conrad	Music
Karen Roth	Art

10. Teacher Mentor

Recommend the Board approve the following teacher to perform as a Mentor, at the stipend listed, to be paid by the mentee (amount prorated based on length of assignment):

Mentor	Mentee	Stipend
Amy Coppinger	Chelsea Conaty	\$558.85 (prorated balance)

11. Student Teacher Placements

Recommend the Board approve the following student teacher placements for the 2017-2018 school year:

Name	Assigned To	Start Date	Requirements
Dakota Montemarano	HMP - L. Letizia	Spring, 2018	50 Hours
Vanessa Nin-Rios	CBW - K. Collins/J. Fleming	Spring, 2018	50 Hours
Bridget Spina	HMP - L. Walstrom	Spring, 2018	50 Hours
Nicolette Benitez	BTE - S. Ofsanko	Spring, 2018	50 Hours
Joelle Donnelly	CBW - C. Bartolotti	Spring, 2018	50 Hours
Danielle Cutrone	BAY - A. McKenna	Spring, 2018	50 Hours

12. Additional Bus Driver Hours

Recommend the Board approve the following additional hours for the bus drivers listed below:

Name	Hours	Reason	Effective
Cathy Hoglebe	5:45 am - 6:30 am (.75 hours)	Transport displaced students from Seaside to BTE	2/1/18
Robert Martin	11:10 am - 12:25 pm (1.25 hours)	Transport new Pre-school students to HMP	2/5/18
Dawn Kuch	11:10 am - 12:10 pm (1 hour)	Transport new Pre-school students to HMP	2/5/18

B. OTHER BOARD ITEMS

1. HIB Report Updates

- ___ HIB Investigations conducted January 24, 2018 to February 27, 2018.
- ___ HIB affirmed January 24, 2018 to February 27, 2018.

2. Homebound Instruction

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

I.D. #997744 - eff. 1/31/18 - Instruction provided by Paige Deckler

3. Out-of-District Placement

Recommend the Board approve the Out-of-District Placement with a one-on-one Paraprofessional for the following student for the 2017-2018 school year:

I.D. #995869 - effective 1/3/18 - Alpha School

4. NJQSAC Equivalency Application

Recommend the Board approve the New Jersey Department of Education QSAC Equivalency Application.

5. Second Reading of Bylaws/Regulations/Policies

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

- | | |
|-----------------|---|
| Reg 8451 | Control of Communicable Disease - Revised/Mandated |
| Policy 8454 | Management of Pediculosis - New/Recommended |
| Reg 5440 | Honoring Pupil Achievement - Revised |
| Policy/Reg 1240 | Evaluation of Superintendent - Revised/Mandated |
| Policy 1511 | Board of Education Website Accessibility - New/Suggested |
| Policy/Reg 3126 | District Mentoring Program - Revised/Recommended |
| Policy/Reg 3240 | Professional Development for Teachers & School Leaders - Revised/Mandated |
| Policy 2622 | Student Assessment - Revised/Mandated |
| Policy/Reg 3160 | Physical Examination (Teaching Staff) - Revised/Mandated |
| Policy/Reg 4160 | Physical Examination (Support Staff) - Revised/Mandated |
| Policy 7446 | School Security Program - New/Recommended |
| Policy 8530 | Records Retention - New/Recommended |

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

- a) RESOLVED that Minutes of the Regular Meeting held on January 23, 2018 be approved. **(Attachment 1)**
- b) RESOLVED that the Minutes of the Executive Session held on January 23, 2018 be approved. **(Attachment 2)**

2. Payment of Bills

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

Bills List dated February 27, 2018
 Check numbers 43000 through 43151 \$ 1,479,634.98
(Attachment 3)

Check number 42993 Voided Check
 Check number 42992 (Replaced Lost Check No. 42781)
 Check number 42991 (Replaced Lost Check No. 42575)
(Attachment 4)

Bills List dated February 7, 2018
 Check numbers 42994 through 42999 \$ 54,561.52
(Attachment 5)

Purchase Order Report listing
 Purchase Orders numbered 18-01252 through 18-01466 \$788,375.80
(Attachment 6)

3. Payroll Approval

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

January 15, 2018 \$1,022,434.28
 January 31, 2018 \$1,018,791.16

4. Appropriation Transfers

BE IT RESOLVED that the Appropriation Transfers for the month of December 2017, be approved.
(Attachment 7)

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 December 31, 2017, 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 8)**

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 December 31, 2017 and that the Board Secretary's Report and Treasurer of School Monies Report are in agreement. **(Attachment 9)**

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>
Jeff Zito & Kevin Waldron	Presentation for All Ocean County School District Homeless Liaisons in Brick (mileage)	3/6/18	\$25.00
Mike Caufield	101 - Basic Training & Basic CORE Topics Grounds - Pesticide Training (registration)	3/19/18	\$105.00
Kevin Waldron	Intervention & Referral Services (I&RS) The Next Generation (mileage)	3/20/18	\$25.00
Jeff Zito & Debbie Fierra	Kean University's Teacher Job Fair - Union (registration)	3/28/18	\$75.00
Jeff Zito	Stockton's 2018 Teacher Interview Days Career Fair At Stockton (mileage)	4/30/18	\$25.00
Mike Caufield	103-B Turf, Standard & Alternative Insect Disease & Weed Control Methods Grounds - Pesticide Training (registration)	4/18/18	\$160.00
Joe Reid	Upgrading Your Skills to Windows Server 2016	6/2018	\$2,995.00

8. Transportation Jointure

Recommend the Board approve the following transportation jointure:

Host District	Student ID #	Dates	School	Per Diem
Central Regional	999891	2/23/18-6/20/18	Jackson Regional Day	TBD

XI. OLD BUSINESS

XII. NEW BUSINESS

XIII. PUBLIC DISCUSSION ON NON-AGENDA ITEMS

XIV. ADJOURNMENT

