

May 24, 2012
Regular Meeting

I. CALL MEETING TO ORDER:

A Berkeley Township Board of Education Meeting was held on Thursday, May 24, 2012 at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, New Jersey. Board President, Steve Pellecchia, called the meeting to order at 6:34 p.m. Adequate notice of this Meeting has been given in accordance with the provisions of the Open Public Meetings Act.

II. FLAG SALUTE:

The Meeting was opened with a Salute to the Flag. Please stand for a moment of silence honoring our deceased servicemen and women.

III. ROLL CALL:

PRESENT: Sal Ferlise, Jim Fulcomer, Sophia Gingrich,
Noriko Kowalewski, John MacMoyle, Dawn Parks,
Lou Tuminaro, David Ytreboe, Steve Pellecchia

ABSENT: None

ALSO PRESENT: Joseph H. Vicari, Interim Superintendent
Laura Venter, CPA, Business Administrator/Board Secretary
Robert Budesca, Acting Board Attorney

IV. PRESENTATIONS:

D.A.D. Dog – Ms. Sherry Delaney gave a presentation regarding the Diabetes Awareness Dog (D.A.D.), “Morgan.” Ms. Delaney’s son, Devon, has hypoglycemia unawareness and has been a strong advocate in letting the public know about this serious diabetes condition. She has been promoting fundraisers to help raise the funds to get her son a D.A.D. dog. A D.A.D. dog has been trained to respond to serious blood glucose drops in humans and will alert a person before they are even aware of the problem.

Teacher of the Year – Mr. Vicari announced that the Teacher of the Year for Clara B. Worth School, art teacher Karen Roth, was unable to attend the meeting because CBW was having their Art Show tonight.

Mr. Vicari introduced the Teachers of the Year as follows:

Bayville School:	Jenell Mitchell
Berkeley Twp. Elementary:	Kirk Burr
H. & M. Potter:	Helen Pecelli

Each school's principal or supervisor gave a brief statement regarding each teacher's skills and accomplishments.

Student Awards – Mr. Vicari announced the winners of each of the following categories:

2011 Fire Prevention Contest:

Division 1 (K-2):	1 st Place:	Gabriella Cariddo – CBW
	2 nd Place:	MacKenzie Hart – HMP
	3 rd Place:	Will Smith – BAY
Division 2 (3-5):	1 st Place:	Bella Triolo - BAY
	2 nd Place:	Kayla Kastel - BTE
	3 rd Place:	Kyra McConnell – CBW
Division 3 (6-8):	1 st Place:	Jolie Decker – BTE

Rutgers Law Fair – Mock Trial

First Place Grade 5 – BTE:	Brooke Andolson
	Sarah Daley
	Madyson Garthly
	Jake Hamstra
	Jade Holland
	Olivia Riggi

V. EXECUTIVE SESSION:

MOTION by Mrs. Kowalewski, second by Mr. Fulcomer, and all in favor that the Board move into Executive Session at this time, 7:10 p.m., for the purpose of discussing litigation and personnel as outlined under the Open Public Meetings Act. The Board will be reconvening into Open Session following the Executive Session. The Board of Education will take public action at this evening's Public Meeting. When, and if, the Board of Education takes action on any of the matters, the action will be disclosed to the public. Minutes will be made available when the need for confidentiality no longer exists.

VI. RESUME MEETING AT 8:13 P.M.

ROLL CALL:

PRESENT: Sal Ferlise, Jim Fulcomer, Sophia Gingrich,
Noriko Kowalewski, John MacMoyle,
Lou Tuminaro, David Ytreboe, Steve Pellecchia

ABSENT: Dawn Parks

ALSO PRESENT: Joseph H. Vicari, Interim Superintendent
 Laura Venter, CPA, Business Administrator/Board Secretary
 Robert Budesca, Acting Board Attorney

Ms. Parks left the meeting after the Executive Session at 8:13 p.m.

VII. PRESIDENT’S REPORT:

Mr. Pellecchia noted that this is the last meeting for Mr. Vicari and that he hopes he will be available to advise us. Mr. Vicari will be missed dearly.

VIII. SUPERINTENDENT’S AGENDA:

MOTION by Mr. Fulcomer, second by Mr. Ferlise and carried upon Roll Call Vote (8 Ayes, 0 Nays, 0 Abstain) that upon recommendation of the Superintendent Items A1 – A19 (except for Item A4, which was voted on separately) and B1 – B5 be approved:

Mr. Fulcomer stated that per his discussion at Tony’s Pizza with the Superintendent, requests Item 4 be voted on separately.

Mr. Fulcomer also asked why three of the Stokes Chaperones’ names were removed.

Ms. Venter responded these individuals asked to have their name removed.

A. PERSONNEL RESOLUTIONS:

1. Additional Extended School Year Program Staff: ACTION

Recommend the Board approve the following teacher aides as additional Extended School Year Program Staff, at the contractual rate of pay, effective 7/9/12 through 8/9/12, at the H. & M. Potter School for a total of 20 days (excluding Fridays):

Chrystal Siddons
 Adrienne Moroney
 Diane Skowronski

2. Substitutes for Extended School Year Program: ACTION

Recommend the Board approve the following staff as substitute teachers for the Extended School Year Program:

Lauren Treshock
 Ifinoe Xanthocos

3. Revised Extended School Year Program Hours: ACTION

Recommend the Board approve revised Extended School Year Program hours for the following staff member, at the contractual rate of pay, effective 7/9/12 through 8/9/12:

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To</u>
Kristin Huber	OT	10 hrs./wk. for 5 wks.	15 hrs./wk. for 5 wks.

4. Supervisor of Pupil Transportation: (HELD FOR SEPARATE VOTE – See pg. 8)**5. Reappointment of Custodian : ACTION**

Recommend the Board approve the reappointment of Patricia Minucci, Custodian assigned to the Bayville School, for the 2012-13 school year.

6. Approval of Acting Principal: ACTION

Recommend the Board approve the appointment of Kirk Burr as the Acting Principal for the H. & M. Potter School, for four (4) hours daily – 8 am-12 pm, effective 6/18/12 through 8/9/12, at the rate of \$150 per diem.

7. Appointment of Teachers: ACTION

Recommend the Board approve the appointment of the following individuals as teachers for the 2012-13 school year, on Step 1 - BA Guide - \$46,115, effective 9/1/12 through 6/30/13:

<u>Name</u>	<u>Position</u>	<u>School</u>
Stephanie Murphy	LLD-Elem.	HMP
Michelle Thompson	LLD-Elem.	HMP
Katherine Sanchez	LLD6	BTE
Jennifer Sansone	LLD6	BTE
Angela Frawley	MD Class	BTE
Arlene Comstock	Autism	CBW
Jaclyn Murray	Behaviorist	CBW
Tracey Jarossy	Grade 4	CBW

8. English Language Arts Curriculum Work: ACTION

Recommend the Board approve the following teachers for English Language Arts Curriculum Work, on 6/20, 6/21, & 6/26, from 9 am-3 pm, paid by NCLB funds:

Danielle Austin	Lindsey Krug
Dawn Blumensteel	Stephanie McClelland
Gina Boyles	Kristina Napolitano
Donna Culetto	Michael Peterson
Sharon Dominy	Denise Reiser (Mannarino)
Janet Sullivan	Deborah Immerso
Daniel Cooney	Patricia Yvonne

9. Interim Superintendent: ACTION

Recommend the Board approve the appointment of Carole Knopp Morris as Interim Superintendent, effective 6/1/12 until the position is filled, at the rate of \$550 per diem.

10. Homebound Instructor: ACTION

Recommend the Board approve the following staff member as a Homebound Instructor for the 2011-12 school year: Kathy Germinario

11. Approval of Shared Services Addendums: ACTION

Recommend the Board approve Shared Services Addendums to the following contracts pending Township adoption of Agreements:

Systems Analyst
Buildings & Grounds Supervisor

12. Reappointment of Tenured Administrators: ACTION

Recommend the Board reappoint the following tenured administrators in the titles listed for the 2012-2013 school year:

James Roselli, Principal, BTE
Mary Guinan, Asst. Principal, BTE

13. Changes for Long-term Substitutes: ACTION

- a.** Recommend the Board approve the following individual as a long term substitute, meeting the criteria established by the Superintendent, retroactive to 5/14/12, at the rate of \$100 per diem:

<u>Name</u>	<u>In For</u>	<u>Effective</u>
Susan Cameron	I.D.#5610-BAY-Gr. 3	5/14/12-6/14/12

(Ms. Cameron replaces Timothy Cook who was approved 4/19/12.)

- b. Recommend the Board approve changes for the start dates of the following long term substitutes who are filling maternity leaves:

<u>Name</u>	<u>In For</u>	<u>Effective</u>
Danielle Hoffman	I.D. #5903-HMP-Gr. 3	4/16/12 (was 5/1/12)
Shannon Ponticelli	I.D. #6010-HMP-Gr. 1	4/16/12 (was 4/24/12)

14. Changes to Camp Paw Schedule: ACTION

- a. Recommend the Board approve the following changes for the Camp Paw staff:

<u>Name</u>	<u>Position</u>	<u>From</u>	<u>To</u>	<u>From</u>	<u>To</u>
David Simon	Head Counselor	\$17	\$16	7.5 hrs.	8 hrs.
Patrick Tuzzo	Counselor			7.5 hrs.	8 hrs.
Laura Motolla	Counselor	\$ 9	\$ 8		
Randy Romanowski	Counselor	\$ 8	\$ 9		

- b. Rescind the appointment of Lindsay Krug as a Lifeguard and appoint Randy Romanowski, at a stipend of \$500.

15. Approval of One-Day Abatement: ACTION

Recommend the Board approve the attendance of the following staff members, currently on non-medical leaves of absence, to attend the June 19, 2012 Language Arts Workshop:

Brynn Chacon	Nicole Langer
Kristy Collins	Jacalyn Malfettano
Nicole Ettari	Tia Monica
Lorraine Johnson	Dana Vanella

(This would allow a one-day, one-time abatement for **non-medical leaves only** to allow these teachers to be paid.)

16. Substitutes: ACTION

Recommend the Board approve the following individuals as substitutes for the assignments listed below during the 2011-2012 school year:

- A. **Non-Instructional:**
 Linda Evangelista.....Aide
 Robin Warren.....Clerical Worker

B. Instructional:

- William Condit.....Teacher
- Carmine M. Esposito.....Teacher
- Andrea Kalman.....Nurse
- Alyssa M. Rappleyea.....Teacher
- Allison Wenzel.....Teacher

- 17. Approval of Media Specialist: ACTION**
 Recommend the Board approve the appointment of Melissa Stierle, as a Media Specialist assigned to the Bayville School, on Step 1 – MA Guide - \$49,715, effective 9/1/12 through 6/30/13. (Ms. Stierle replaces a teacher who is retiring 6/30/12.)
- 18. Leave of Absence: ACTION**
 Recommend the Board approve a medical leave of absence for Karen Ratushny, Art Teacher assigned to the Bayville School, effective 5/23/12 through 6/30/12.
- 19. Approval of Stokes Chaperones: ACTION**
 Recommend the Board approve the attached list of Stokes Chaperones for the trip on June 11-12, 2012. (**Attachment #1**)

B. OTHER BOARD ACTION:

- 1. Out-of-District Placement: ACTION**
 - a.** Recommend the Board approve the following student to attend an out-of-district placement, effective 5/1/12 for the remainder of the 2011-12 school year:
 I.D. #995386 - Coastal Learning Center - Howell Campus
 - b.** Recommend the Board approve the following student to attend an out-of-district Extended School Year Program placement, effective 7/2/12 through 8/13/12:
 I.D. #995386 - Coastal Learning Center - Howell Campus
 (This student was Board approved 4/19/12 as a TBD placement.)
- 2. Approval of Bilingual/ESL Plan: ACTION**
 Recommend the Board approve the Bilingual/ESL Three Year Program Plan for 2012-2015.
- 3. Approval of Additional Class Trips: ACTION**
 Recommend the Board approve the addition of the following Class Trips for the 2011-2012 school year:

- a. Ocean County Library:
Toms River Branch: 101 Washington Street
Beachwood Branch: 126 Beachwood Blvd.
- b. Barnes & Noble Book Store, 44 Brick Plaza, Brick, NJ

4. Approval of Internship: ACTION

Recommend the Board approve an OT Internship for Shannon Spafford, a student at Richard Stockton College of New Jersey, so she can complete Level II Fieldwork, under the direction of Carol Kiersnowski, OT for the district, effective 9/1/12 through 12/31/12.

5. Last Day of School: ACTION

Recommend the Board approve June 14, 2012 as the last day for students - **four hour session; teachers will have a full day.**

MOTION by Mrs. Kowalewski, second by Mr. Tuminaro and carried upon Roll Call Vote (5 Ayes, 2 Nays – Mr. Ferlise and Mr. Fulcomer, 1 Abstain – Mr. MacMoyle) that upon recommendation of the Superintendent Item A4 be approved:

A discussion ensued amongst the board members regarding Item A4.

A4. Supervisor of Pupil Transportation: ACTION

Recommend the Board approve the appointment of Barbara Fitzpatrick, as Supervisor of Pupil Transportation, a 12 month position, at an annual salary of \$59,000, effective 7/1/12 through 6/30/13.

IX. SUPERINTENDENT’S REPORT:

Mr. Vicari reported on the following items:

- S.T.E.M. Program – This is an academically enriching “Science, Technology, Engineering, and Math” program offered at Lakehurst Naval Base. Students going into these fields typically earn salaries from \$75,000 - \$125,000. We need students to consider careers in these fields. Mr. Vicari commended Dr. Roselli for being involved with Navy Lakehurst and training students. The BTES students visited the Hindenburg Memorial and various parts of the Base.
- Star Base Program – At the next board meeting in June, Mr. Vicari would like a resolution passed to support legislation to fund the Star Base Program.

- Science Labs at BTES - \$150,000 was spent for the science room apparatus. After negotiations are completed, the Board should consider reinstating a science teacher.
- Dr. DeClerico gave an extensive report to Central Regional. She will meet with Central Regional continually to align our curriculum. We have spent \$900,000 in textbook materials over the years with the support of Central Regional.
- Teachers' Planning Day – Friday, May 25, is a half-day for students. Teachers will be doing their planning and scheduling for next year. All staffing is completed.
- QSAC Report – Mr. Vicari thanked Ms. Venter, Dr. DeClerico and staff for the excellent job they did on the State Report Card. We scored superior – 100% for the Superintendent's and Business Office. Our schools do so well because of the teaching staff and administrators. Berkeley Township is one of the outstanding school districts in Ocean County. Mr. Vicari commended former Board President, Mr. Byrnes, for the great job he did when he was here maintaining the schools. Safety comes first. We have never neglected our buildings.
- Stokes Fundraising – Mr. Vicari thanked everyone who supported the Stokes fundraisers. He was upset regarding the comment made that fundraisers are being held up by the Superintendent's Office. Mr. Vicari noted this is not true and that the fundraiser flyers are approved on the same day they are presented to him for approval. Stokes Coordinator, Melisa Whitworth will give a report at the end of the meeting.
- DARE Graduation - Will be held at BTES on June 6, at 9:00 a.m. for Grade 5.
- Next year 22 students from the Scott Road apartments will attend Bayville School due to the overcrowding at CBW and no room at HMP. The district must be realigned next year by the new superintendent. Manito Park will be building 83 homes in the area. 70 of these homes will have three bedrooms. Many children are living with their grandparents. This is a huge concern and must be addressed.
- Many families are moving to Berkeley Township because we offer full-day kindergarten and have a great special education program. The Government is firm on the 2% CAP. Taxes went down in Berkeley Township. Housing prices have dropped. However, the school funding formula is unfair to Berkeley Township. There are many tax appeals pending and \$30 million a year is being lost from rateables.
- There are new State mandates for increasing teacher observation for the 2013-2014 school year. Due to this, we will need another administrator. Adequacy budget must be addressed.

Mr. Vicari thanked the Board for his good evaluations.

X. BUSINESS ADMINISTRATOR’S AGENDA:

MOTION by Mr. Tuminaro, second by Mr. Ytreboe, and carried upon Roll Call Vote (8 Ayes, 0 Nays, 1 Abstain – Mr. Ytreboe on Item 1) that the Business Administrator/Board Secretary’s Items 1 – 7 be approved:

1. Minutes: ACTION

RESOLVED that the Minutes of the Regular Board Meeting held on April 19, 2012 be approved.

2. Payment of Bills: ACTION

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

Bills List (**Attachment #2**) dated April 19, 2012 \$1,312,403.67

3. Payroll Approval: ACTION

BE IT RESOLVED that the monthly payroll be approved:

Payroll – April 2012 \$1,725,670.33

4. Appropriation Transfers: ACTION

BE IT RESOLVED that the Appropriation Transfers for the month of March 2012 to the 2011-2012 budget be approved. (**Attachment #3**)

5. Board Secretary’s Report: ACTION

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, 2012, after review of the Secretary’s monthly financial report (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 #4**)

6. Report of the Treasurer of School Monies: ACTION

RESOLVED that the Berkeley Township Board of Education accept the Report of the Treasurer of School Monies for the month ended March 31, 2012, and that the Board Secretary’s Report and Treasurer of School Monies Report are in agreement. (**Attachment #5**)

7. Travel Approvals:

ACTION

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

Name	Seminar/Workshop	Dates	Not to Exceed
Erin Hill	How to Supervise People	6/8/12	\$120.00
Barbara Fitzpatrick	How to Supervise People	6/8/12	120.00
Laurie Peters	NJCIE Inclusion Conference	6/27-6/28/12	265.00
Amanda Rogerson	NJCIE Inclusion Conference	6/27-6/28/12	265.00
Dan Prima	Advanced iPad Training	7/3/12	195.00
Laura Venter	ASBO International Annual Mtg & Expo	10/12-10/15/12	2,500.00
Patrick Sullivan	NJ Buildings-Grounds Assoc. Expo	3/26-3/27/13	100.00
Melisa Whitworth	Stokes Planning Visit	5/24/12	80.60

MOTION by Mr. Fulcomer, second by Mr. Tuminaro, and carried upon Roll Call Vote (8 Ayes, 0 Nays, 0 Abstains) that the Business Administrator/Board Secretary’s Items 8 – 32 be approved:

In reference to Item 19, it was decided that the Buildings and Grounds Committee and the Board President will visit the garage to determine if a side door entrance is feasible.

8. Request for School Taxes:

ACTION

RESOLVED that the amount of district taxes needed to meet the obligations of this Board for the 2012-2013 School Year (July 1, 2012 through June 30, 2013) is \$26,456,346 for General Funds and \$1,890,425 for Debt Service, and the Township of Berkeley is hereby requested to place in the hands of the Treasurer of School Moneys that amount within the next twelve months, beginning July 1, 2012 through June 30, 2013 in accordance with the statutes relating thereto, and as follows:

**2012-2013 SCHOOL DISTRICT BUDGET
BERKELEY TOWNSHIP**

DATE OF REQUEST BY BOARD OF EDUCATION	MONIES DUE	GENERAL FUNDS	DEBT SERVICE	TOTAL
JUNE 2012	July 11, 2012	\$ 2,204,696	\$ --	\$ 2,204,696
JULY 2012	Aug. 10, 2012	2,204,696	--	2,204,696
AUG. 2012	Sept. 12, 2012	2,204,696	--	2,204,696
SEPT. 2012	Oct. 10, 2012	2,204,696	1,548,688	3,753,384
OCT. 2012	Nov. 14, 2012	2,204,696	--	2,204,696

NOV. 2012	Dec. 12, 2012	2,204,696	--	2,204,696
DEC. 2012	Jan. 11, 2013	2,204,695	--	2,204,695
JAN. 2013	Feb. 13, 2013	2,204,695	--	2,204,695
FEB. 2013	Mar. 13, 2013	2,204,695	--	2,204,695
MAR. 2013	Apr. 10, 2013	2,204,695	341,737	2,546,432
APR. 2013	May 10, 2013	2,204,695	--	2,204,695
MAY 2013	June 12, 2013	2,204,695	--	2,204,695
TOTAL LOCAL TAXES:		\$26,456,346	\$1,890,425	\$28,346,771

9. Anti-Bullying Bill of Rights Act: ACTION

Recommend that the Board approve the district to apply for the funds to support the implementation of the Anti-Bullying Bill of Rights Act for the purposes described in the application in the amount of \$3,978 starting on July 1, 2011 and ending on June 30, 2012.

10. Shared Services Agreement with Ocean Gate Board of Education: ACTION

Recommend the Board approve continuation of Shared Services Agreement to provide lunches to Ocean Gate for \$2.50 per student meal, \$3.00 for adult lunch of the day/salad, and \$3.50 for adult salad with meat, effective September 1, 2012 through June 30, 2013.

11. Child Study Team Shared Services Agreement with Island Heights School District: ACTION

Recommend the Board approve continuation of Shared Services Agreement for Child Study Team Services with Island Heights School District for \$30,000 for the 2012-2013 school year.

12. Custodial Shared Services Agreement with Island Heights School District: ACTION

Recommend the Board approve continuation of Shared Services Agreement for Custodial Services with Island Heights School District for \$73,000 for the 2012-2013 school year.

13. Courier Shared Services Agreement with Central Regional School District: ACTION

Recommend the Board approve continuation of Shared Services Agreement for Courier Services with Central Regional School District for \$10,000 from September 1, 2012 through June 30, 2013.

14. Bus Maintenance Shared Services Agreement with Central Regional School District:

ACTION

Recommend the Board approve continuation of Shared Services Agreement for Bus Maintenance with Central Regional School District for \$11,750 per month effective July 1, 2012 through June 30, 2013.

15. Shared Services Agreement with the Township of Berkeley:

ACTION

THIS AGREEMENT made this 24th day of May, 2012, by and between the Berkeley Township Board of Education, hereinafter referred to as “Board” and the Township of Berkeley, hereinafter referred to as “Township”.

WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act NJSA 40A:65-1 et seq., a board of education, as a local unit of the State of New Jersey, has the authority to enter into a contract agreement for shared services with any other local unit of the State of New Jersey, to the extent either unit is empowered to provide or receive the service within its own jurisdiction; and

WHEREAS, the Township has requested that the Board provide services; and

WHEREAS, it is the desire of the Board to provide the requested services upon mutually agreeable terms and conditions with fees per contract;

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in the contract, the Board hereby agrees to provide said services.

16. Buses for Summer Recreation Program:

ACTION

Recommend the Board approve the use of five district school buses for the Berkeley Township Summer Recreation Program for July – August 2012.

17. Proposed Bids:

ACTION

Recommend that the Board authorize the Business Administrator to advertise and bid for the following items:

- a) Two 54-passenger Type C Buses
- b) Bus Garage Addition
- c) Clara B. Worth School Reroof Project
- d) H & M Potter Front Entrance Redesign and Vestibule

18. ACES Bid Award: ACTION

Recommend the Board approve the Alliance for Competitive Energy Services (ACES) award for electric generation service to electric accounts for 174 districts, including Berkeley Township Board of Education, within JCP&L territory to **Hess Corporation** for a one-year term beginning May, 2012.

19. Change to Yezzi Associates Contract for Bus Garage Addition: ACTION

Recommend the Board approve a change to the contract with Yezzi Associates, LLC, for the bus garage addition based on the revised plans (\$3,600) and the project application to the Department of Education (\$3,200) for a total of \$6,800.

20. Extension of Appointments: ACTION

Recommend the Board approve the extension of the following appointments until the Board Reorganization meeting in January 2013:

Official Depository:	OceanFirst Bank
Treasurer of School Moneys:	Carmen Memoli, CPA
School Physician:	Dr. Norman Santo-Domingo
Attendance Officer:	Officer Scott Selby
Testing Agency:	Dafeldecker Associates
Tax Shelter Annuity Co.:	AXA Equitable, MetLife, VALIC, Lincoln Investment

Board Secretary:	Laura Venter
Public Agency Compliance Officer:	Laura Venter
Purchasing Agent:	Laura Venter
Custodian of Records:	Laura Venter
Alternate Custodian of Records:	Carol Stalowski
Supv. of Certifying Officer:	Laura Venter
Certifying Officer:	Emalisa Haller

Affirm. Action/Title IX Coord.:	Dr. DyAnn DeClerico
Program Director Title I-V:	Dr. DyAnn DeClerico
District Coord. For HIB:	Dr. DyAnn DeClerico
Web Administrator for QSAC:	Dr. DyAnn DeClerico

504 Officer:	Jeff Zito
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Asbestos Mgmt. Officer:	Patrick Sullivan
Indoor Air Quality Designee:	Patrick Sullivan
IPM Coordinator:	Patrick Sullivan

HAZCOM Instructor:	Patrick Sullivan
AHERA Representative:	Patrick Sullivan
District Safety Coordinator:	Patrick Sullivan
Acting Supv. of Buildings & Grounds:	Michael Caufield
Conscientious Employee Protection Rep:	Mary Guinan
ADA Officer:	Dr. James Roselli
Acting Supv. of Transportation (through 6/30/12):	Barbara Fitzpatrick

21. Medical Specialists/Consultants: ACTION

Recommend the Board approve the extension of appointments to the medical specialists/consultants through December 2012.

22. Extension of Professional Appointments: ACTION

Recommend the Board approve the extension of the following appointments until June 30, 2012:

Board Attorney:	John C. Sahradnik
Auditor:	Holman & Frenia, P.C.
Conflict Attorney:	Kevin Riordan
Conflict Attorney for CR Dis.:	R. C. Shea & Associates
Legal Newspaper:	<i>Asbury Park Press</i>
School Health Insurance Broker:	Conner Strong
School Insurance Agents:	John Hill Agency

23. Recommend Approval of the Following: ACTION

Recommend the Board approve the following items through December 2012 as required by the New Jersey State Certification and Monitoring Regulations:

- a. All Curriculum and Texts/Materials for major subject areas taught in the school district.
- b. All existing Board of Education Policies.
- c. All other programs and services offered by the school district within the financial ability to pay.

24. Petty Cash Account Approval: ACTION

Move that the Board approve the following petty cash accounts from May 2011 – December 2012 with a maximum for any one expenditure of \$25:

Account	Amount	Signatore
Bayville School	\$150	Principal
Clara B. Worth School	\$150	Principal
H. & M. Potter School	\$150	Principal
Berkeley Twp. Elementary School	\$150	Principal
Child Study Team	\$150	Director of Special Services
Office of Elementary Services	\$150	Director of Elementary Services
Business Office	\$150	Business Administrator/Bd. Secretary
Superintendent’s Office	\$150	Superintendent
Transportation	\$150	Transportation Supervisor
Maintenance	\$150	Supervisor of Buildings & Grounds

25. Parliamentary Procedures: ACTION

Move that the Board adopt the most recent edition of *Roberts Rules of Order* as its parliamentary authority.

26. Depositories for Investment of Funds: ACTION

Move that the Board approve the following institutions as depositories for investment of school funds; subject to receipt of Certificate of Eligibility from the Bank Commissioner, State of New Jersey:

- TD Bank
- Wells Fargo
- Bank of New York
- OceanFirst Bank
- PNC Bank
- Sovereign Bank
- State of N. J. Cash Management Fund
- NJ/ARM (NJ Asset & Rebate Management Program)

27. Payment of Bills between Board Meetings: ACTION

Move that the Board approve payment of bills between board meetings when non-payment of same would be detrimental to the operations of the district.

28. Chart of Accounts: ACTION

Move that the Board approve the Uniform Minimum Chart of Accounts for New Jersey Public Schools, 2008 edition.

29. Purchasing Agent/Purchase from State Contract and County Bid Portal: ACTION

Move that the Board appoint Laura Venter as Qualified Purchasing Agent (QPA) with authorization to award contracts up to the bid threshold as set by State of New Jersey and the quote threshold at 15% of the bid threshold.

Move that Board approve the QPA to purchase off the State Contract and/or County Bid Portal and/or from Purchasing Consortiums when in the best interest of the district.

30. Travel Expenditure: ACTION

WHEREAS, The Berkeley Township Board of Education is required pursuant to N.J.S.A. 18A:11-12 to adopt policy and approve travel expenditures by district employees and board members using local, State, or Federal funds to ensure that travel is educationally necessary and fiscally prudent; and

WHEREAS, The Board of Education has determined that the training and informational programs sponsored by Ocean County Association of School Business Officials, New Jersey Association of School Business Officials, Ocean County School Boards Association, MOCSSIF (Monmouth Ocean Counties Shared Services Insurance Fund), New Jersey Dept. of Education, Systems 3000, and New Jersey School Boards Association are directly related to and within the scope of board members' and employees' duties; and

WHEREAS, The Board of Education has determined that participation in the above mentioned training and informational programs requires school district travel expenditures and that this travel is critical to the instructional and operational needs of the district and/or furthers the efficient operation of the district; and

WHEREAS, The Board of Education has determined that the school district travel expenditures to said programs are in compliance with State travel guidelines as established by the Department of the Treasury and within the guidelines established by the federal Office of Management and Budget; except as superseded by conflicting provision of Title 18A of the New Jersey Statutes; and

WHEREAS, The Board of Education finds that a mileage reimbursement rate equal to that as specified by the Office of Management & Budget is a reasonable rate; and

WHEREAS, The Board of Education has determined that participation in the said training and informational programs are in compliance with the district policy on travel;

NOW THEREFORE BE IT RESOLVED, that the Board of Education hereby approves the attendance of the school board members and district employees to said training and informational programs, and the costs of attendance including all registration fees, and statutorily authorized travel expenditures provided that such expenditures are within the annual maximum travel expenditure amount.

31. Resolution with Motor Vehicle Commission: ACTION

Resolution to continue limited on-line access program government entity memorandum of understanding between Motor Vehicle Commission and Berkeley Township Board of Education to verify information relating to a holder of a commercial driver's license as required by the "Commercial Motor Vehicle Safety Act," 49 U.S.C. App §2710 et seq.

32. Code of Ethics: ACTION

RESOLVED that the Berkeley Township Board of Education reaffirm its commitment to the Code of Ethics for school board members as outlined in Title 18A:12-24.1

Buildings & Grounds/Cafeteria/Transportation: Lou Tuminaro, Chairperson

Mr. Tuminaro announced the Committee met on May 1st for a tour of the construction at the Maintenance building on the campus of Berkeley Township Elementary School.

Also, the committee reviewed the architectural drawings of the bus garage addition and the H&M Potter School front entrance vestibule. The front entrance is being done to redirect visitors into the Main Office. This will enhance security and safety for our students.

Lunch pricing for the 2012-2013 year was reviewed, placing the menus on-line was approved as part of the District's 'going green and paperless' initiative continues. Menu enhancements were also discussed.

The filling of the Transportation Coordinator position was reviewed. Mrs. Venter stated that if the position was filled from within vs. adding another person from the outside at the prior coordinator's salary and benefits, the District will save almost \$91,000. Ms. Venter was instructed to post for the position and interview within the District. Interviews were held this week and the candidate is on the agenda for approval.

Mr. Tuminaro thanked Mr. Vicari for all his years of service. He will be missed.

Mr. Tuminaro also reported that Ms. Crawford asked the Board if the Berkeley Township Educational and Environmental Program Foundation (BTEEPF) could use a community clean up grant to beautify an area of BTES. The berm between Emory Road and the front parking area is an area that an energetic group of students would transform into something that would generate pride in their school. It is an area that is visible to both the school and general public. It would be an ongoing project that could be tweaked year after year. The students would also clean both sides of the street to make the entrance more environmentally sound.

MOTION by Mr. Tuminaro, second by Mr. MacMoyle, and carried upon Roll Call Vote (8Ayes, 0 Nays, 0 Abstains) that the Board allow the BTEEPF to use a community clean up grant to beautify an area at BTES.

Mr. Tuminaro left the meeting at 9:10 p.m.

XI. PUBLIC DISCUSSION ON AGENDA ITEMS:

A few parents voiced their concerns regarding the transfer of students at the Hidden Creek apartments to Bayville School. They would like their children to be able to finish out their school years at Potter School. Mr. Vicari explained why there is a need for a realignment of the schools and that parents should know by April or May of next year how the realignment will affect them. Mr. Vicari asked them to send a letter to Board Office requesting to stay at HMP and told them, if approved, they would have to provide their own transportation.

Ms. Crawford would like to inquire if the Board can retroactively approve Town Council and Foundation members as chaperones for the Stokes trip. Ms. Venter questioned the ratio of chaperones. Ms. Crawford stated 10:1.

MOTION by Mr. Fulcomer, second by Mrs. Kowalewski and carried upon Roll Call Vote (7 Ayes, 0 Nays, 0 Abstains) that the Board approve adding Stokes chaperones retroactively after prior superintendent approves a name.

Mr. Byrnes stated on behalf of the Mayor and the Town Council they would like to thank the Board for the Shared Services Agreement with the Township. This will save the taxpayers some money. Mr. Byrnes also thanked Mr. Vicari for his service.

Mr. Fulcomer on behalf of the Shared Services Committee thanked the Board, Mr. Byrnes and the Mayor for working out this Agreement.

Mayor Amato stated as an alumni of the Stokes trip, he would like to thank the Board for promoting the program. He believes it should continue in the future. Mr. Amato thanked Mr. Vicari for his leadership. During the district's \$30 million referendum, Mr. Vicari was in the construction trailer at 6:00 a.m. Project came in on time and under budget due to Mr. Vicari. The tax levy is down for three years and the district passed QSAC

as a high-achieving district. He commended the Board on what has been done and then wished Mr. Vicari success in the future.

Mr. Fulcomer thanked the Mayor for his support of the Stokes trip and has helped to make it a success. Mr. Fulcomer noted that if it weren't for Mr. Pellecchia, Mr. Vicari wouldn't be here.

Mrs. Gingrich commented that working with Mr. Vicari this past year has been a pleasure. She thanked him for his leadership and stated he was a gentleman.

XII. COMMITTEE REPORTS:

1. Education and Liaison to Central Regional: Dave Ytreboe, Chairperson

Mr. Ytreboe stated the Committee met on March 8. Mr. Roselli discussed the special education needs. One new special education teacher was added to the budget. Dr. DeClerico reviewed the new Language Arts curriculum and informed them of the ASK prep classes.

Mr. Ytreboe noted that while he was a history teacher, Mr. Vicari challenged his students to get involved. Mr. Ytreboe said Mr. Vicari also inspired him, and now he is on the Board. Mr. Ytreboe thanked Mr. Vicari for all his support. He noted the Mr. Vicari has 42 years of experience. They are proud of his QSAC record of three categories at 100%, a 95% and a 92%. That is outstanding.

At the April 18 meeting, they discussed changes to the new teacher evaluations. A new teacher currently has three observations which may change to five.

At the April 30 meeting, Dr. DeClerico met with Central Regional and Mr. Vicari to discuss programs and curriculum for smooth transitions.

2. Personnel & Negotiations: Sophia Gingrich, Chairperson

Mrs. Gingrich noted that tonight they hired an Interim Superintendent, Carole Knopp Morris. Leadership Advantage will be doing the search for a new Superintendent.

3. Finance: Noriko Kowalewski, Chairperson

Mrs. Kowalewski reported that the Finance Committee met today and all purchase orders and the bill list were reviewed and approved for payment.

The Finance Committee reviewed the following at the May 24th meeting:

Purchase orders numbered 12-01494 through 12-01595 in the amount of \$570,013.78.

Mrs. Kowalewski also thanked Mr. Vicari for his service.

4. Community Relations: Sal Ferlise, Chairperson

Mr. Ferlise stated the committee met with Stokes Foundation. They set the price of \$150 per person to attend.

The Antique Car Foundation gave a trophy to Mr. Vicari for his old car.

Mr. Ferlise stated that he feels Jeri Kerrigan should receive a plaque for her 29 years of service to the district. He also congratulated Ron Coleman for becoming the bus drivers' BTEA representative.

5. Consolidated/Shared Services Ad Hoc: Jim Fulcomer, Chairperson

At the Consolidated/Shared Services Ad Hoc Committee meeting of May 21, 2012 in the Central Regional Board office with representatives of the Central Regional school system we discussed the idea of developing a roadmap for departmental supervisory consolidation using attrition. Berkeley Township school board members Jim Fulcomer, Lou Tuminaro, and Sal Ferlise were present.

Eight supervisory positions – four from each district – logically could be reduced to four. They include from our Berkeley Township district Special Services Supervisor, Building and Grounds Supervisor, Transportation Supervisor, and Director of Education. They include from their Central Regional district Supervisor of Professional Development, Director of Special Services, Facilities Supervisor, and Transportation Coordinator. Once fully implemented, under such a plan, the taxpayers would save well over \$400,000 a year, perhaps even \$500,000 because the over adequacy penalty in state aid would be reduced.

The Central Regional representatives offered to work out a contract making their Transportation Coordinator our Transportation Supervisor for a charge of between twenty five thousand dollars and thirty thousand dollars. The Central Regional representatives also offered to develop with us a transportation plan that would have a five to ten year transition. Their attorney has researched the civil service aspects of the plan and the Central Regional superintendent said that they can be overcome through appropriate procedures mandated by state law. Under this plan we would need only 40 buses instead of 80 buses for our two school districts, they asserted. During the first year of their plan, the sale of surplus buses would gain one million dollars for the taxpayers. The Central Regional Superintendent estimated that we would get thirty to fifty thousand dollars for each used bus that was sold. Under their plan, through attrition, they said that the taxpayers would save fifty thousand dollars a year for mechanics and they estimated a savings of fifty thousand dollars a year for bus drivers.

The Central Regional Superintendent noted that Special Education bus runs under their plan can generate profits (revenue) of ten thousand dollars per run. They also said that they would have been willing to provide us with supervisory services at a much lower cost for both our special services department and buildings and grounds supervisor when the need for new supervisory personnel developed last year.

The Central Regional Superintendent said that he was investigating the legal feasibility of a Central Regional fund donating seventeen thousand dollars for the Stokes Forest Field Trip. The Central Regional Superintendent also said that the Central Regional district would have been willing to pay for part of the costs of the new Berkeley Township school district garage but the Central Regional district never was approached on the matter. In a follow up telephone conversation Central Regional Business Administrator, Kevin O'Shea, said that Business Administrator, Laura Venter, and he started a joint study on transportation but that the joint study was not completed. In light of the above we recommend:

- a) That we authorize the Consolidated/Shared Services Ad Hoc Committee to continue conversations with Central Regional representatives after the lawsuit between Central Regional and Seaside Park is ended;
- b) That we authorize the Consolidated/Shared Services Ad Hoc Committee to start and continue conversations with other school districts in an effort to seek more shared and consolidated services; and
- c) That we request and authorize the Superintendent to direct our Business Administrator, Laura Venter, to complete her joint study with Business Administrator, Kevin O'Shea, on the consolidation of our transportation services.

6. Policy & Legislation: Dawn Parks, Chairperson

No report.

XIII. OLD BUSINESS:

Mr. Vicari stated he feels vindicated from the illegal vote taken in 2008. During that time, Board Attorney, Mr. Guy Ryan, witnessed the illegal action in closed session. Former board member, Mr. Guarascio, voted illegally repeatedly. Mr. Ryan, leading democrat at that time, made contributions to get the job as board attorney. Then Board President, Mr. Bishop, related through marriage with the Business Administrator at Toms River who is now under investigation, allowed this to take place.

XIV. NEW BUSINESS:

MOTION by Mr. Fulcomer, second by Mr. Ferlise, to authorize the Shared Services

Committee to continue conversations regarding Shared Services with Central Regional after the lawsuit is ended.

Mr. Budesá stated the discussion of the Central Regional lawsuit was inappropriate at this time.

At Mr. MacMoyle's request, Mr. Fulcomer explained the difference between the terms "lay on the table" and "postpone."

MOTION by Mr. Macmoyle, second by Mrs. Kowalewski, and carried upon Roll Call Vote (7 Ayes, 0 Nays, 0 Abstains) to postpone the MOTION and have it placed on the June agenda.

MOTION by Mr. Fulcomer, second by Mr. Ferlise and carried upon Roll Call Vote (4 Ayes, 3 Nays – Ms. Gingrich, Mrs. Kowalewski, and Mr. Pellecchia, 0 Abstains) that the Board authorize the Shared Services Committee to start and continue conversations with other districts for future shared services.

MOTION by Mr. Fulcomer that the Superintendent direct Laura Venter to complete a joint study on consolidation of transportation services with Central Regional. Mr. Ferlise recommended it be postponed to a later date. Mr. Fulcomer was agreeable.

XV. PUBLIC DISCUSSION OF NON-AGENDA ITEMS:

Dr. Roselli thanked Mr. Vicari and noted that they wouldn't be in this building (BTES) if it weren't for Mr. Vicari. On behalf of the Administrators' Association, he expressed sincere thanks for all Mr. Vicari has done and noted that Mr. Vicari will be greatly missed.

Dr. Roselli brought up the fact that we have been tremendously down on the number of administrators since 2008. Many of the consolidation positions referred to by Mr. Fulcomer are administrator positions. Central Regional District has dropped our students from special education transportation routes. They did not follow through with the shared service. Sharing a Director of Special Services sounds good, but how much can one person handle effectively? When the Board considers shared services, let's not do something that will hurt the district. When people come to work, they do not want to be worried about their jobs.

Mr. Vicari stated that when BTES was designed, it was planned for two administrators. Educators need leaders. We are short one electrician, one HVAC and administrators. Essential employees are needed to keep the district running. Shared services is a buzz word. Politically, it sounds nice, but be cautious.

Mr. Fulcomer stated no one has to worry about their jobs. It will be done through attrition.

Dr. Roselli commented that when Central Regional took over Seaside Park, they eliminated the principal and then the business administrator. Seaside Park had Toms River's Cadillac

plan for health benefits. Now they have State Health Benefits through Central Regional. They will be in litigation. It wasn't thought out.

Ms. Whitworth, the Stokes Coordinator, reported that as of today they had 167 students that paid to attend the Stokes trip. Thirteen students submitted paperwork but are still pending. Seniors have been asked to "Adopt a Child." They have received donations from Holiday City Berkeley of \$1,050.

Mr. Michael Hill, Foundation Treasurer, stated there is \$3,821 in the Foundation bank account with at least \$2,000 more coming. This money will be used for students who cannot afford to pay. Any overages will be carried over into next year. Three more fundraisers are planned with some over the summer. Mr. Hill thanked everyone for their support.

XVI. ADJOURNMENT:

MOTION by Mrs. Kowalewski, second by Ms. Gingrich, and all in favor that the Board Meeting be adjourned at 10:45 p.m.

Respectfully submitted,

Laura Venter, CPA, RSBA, RSBO
Business Administrator/Board Secretary