

**I. CALL MEETING TO ORDER**

A Berkeley Township Board of Education Regular Meeting was held on Tuesday, June 20, 2018, at the Berkeley Township Elementary School Auditorium, 10 Emory Avenue, Bayville, NJ. Mr. Ytreboe 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 May 25, 2018 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 and a moment of silence.

**III. ROLL CALL**

**PRESENT:** Mrs. Bacchione, Mr. Cammarato, Mr. Guarascio, Mr. MacMoyle,  
Mrs. Shedlock, and Mr. Ytreboe

**ABSENT:** Mr. Fisher and Mr. Pellecchia

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

**IV. PRESENTATION:** Dr. Zito gave a presentation on HIB.  
Kevin Waldron and Michael Conforti showed a short video on the  
year in review thanking the Board Members for their support.

**V. EXECUTIVE SESSION**

A motion was made by Mrs. Bacchione and seconded by Mr. Guarascio and all in favor that the Board move to Executive session at this time, 6:50 pm for the purpose of personnel matters, HIB and legal matters. Action will be taken after the Executive Session concludes. The Board expects Executive Session to last approximately 30 minutes.

A motion was made by Mrs. Bacchione at 7:40 pm to reconvene into open session.

Second by Mr. Guarascio.

All in favor

**ROLL CALL:**

**PRESENT:** Mrs. Bacchione, Mr. Cammarato, Mr. Guarascio, Mr. MacMoyle,  
Mrs. Shedlock, Mr. Ytreboe.

**ABSENT:** Mr. Fisher and Mr. Pellecchia

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

**VI. PRESIDENT'S REPORT**

Tomorrow is the last day of school!!! That is such good news to all of our students and staff because it signifies a beautiful New Jersey summer vacation will begin tomorrow afternoon.

Last night I was fortunate to attend the Berkeley Schools 6th grade promotion ceremony. This event was super special because my first born...my daughter Ellie has finished her journey as a Berkeley Township student. I remember when I was sworn in as a board member, I held her on my hip and now she is almost taller than me. As a parent I have been very grateful for all the teachers and admin that have helped mold her. I'd like to tip my hat to a few...Mr. Rieder, Mr. Conforti, Mr. Prima, Mr. Waldron, and Mr. McShaffrey. Also, Mrs. Trethaway, Mrs. Mitchell, Ms. Roma, Ms. Warchol, Mrs. Fraone, Mrs. Melanson, Mrs. Guarascio and Mr. Cooney.

The promotion event is in it's 2nd year and it was a tremendous success. I'd like to thank the BOE members that attended last night. Keith Fischer, Ed Cammarato, Michele Shedlock, Jennifer Bacchione, and John MacMoyle. I would also like to thank Mr. Prima and Mr. Waldron for organizing such a nice send off for our 6th grade students and the support and assistance of all the other administrators was great to see. I know Dr. Roselli initiated this two years ago and I have to tell you the feedback I have received from parents was extremely positive. It was great to see our town celebrate the success of our students and wish them well as they continue their educational journey. I also want to thank the teachers that attended and the teachers that sat in the stands to see their students off. I would like to give a shout out to Mrs. Roma from Bayville and Mrs. Delorenzo from Clara B. Worth for attending last night.

The BOE will be meeting in July because even though the students are finished, the admin team will be hard at work preparing for next year.

I would like to wish all of our staff and students a safe and restful summer and we will see them in September.

**VII. SUPERINTENDENT'S REPORT**

Dr. Roselli congratulated all the 6th graders. Please go to our BTBOE website/Facebook pages to be aware of the many activities that are taking place. Thank you for your patience while we were in Executive session.

**VIII. PUBLIC DISCUSSION ON AGENDA ITEMS**

None.

**IX. COMMITTEE REPORTS**

**Policy:** Mrs. Bacchione met with the committee tonight and reviewed policies that are on tonight's agenda for the first reading.

**Finance:** Mr. Cammarato met with Mr. MacMoyle and reviewed all bills and purchase orders and all were found to be in order.

**X. SUPERINTENDENT'S AGENDA**

**MOTION** by Mrs. Bacchione that upon recommendation of the Superintendent Items A1-23 be approved.

**SECOND** by Mr. Cammarato.

**ROLL CALL VOTE:** (6 Ayes, 0 Nays, 1 Abstain) Mr. MacMoyle on Items 16, 17 and 23.  
Motion carries.

**X. SUPERINTENDENT'S AGENDA**

**A. PERSONNEL RESOLUTIONS**

**1. New Hires**

Recommend the Board approve the following new hires for the 2018-2019 school year effective 9/1/18:

<b>Name</b>	<b>Position/School/Hours</b>	<b>Salary</b>
a) Errin Darling Pennell	Teacher - HMP - PS	Step 1-BA
b) Dana Reuning	Aide - HMP - PS - 6 hrs./daily	Contractual
c) Brittany Brandmahl	CBW - Aide - LLD - 5.5 hrs. daily	Contractual

d) Giovann Achurra	Clerk - Administrative Office (effective 7/9/18)	Contractual
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**2. Leave(s) of Absence**

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

- a) I.D. #5266-Aide-BTE:  
Medical leave of absence to start 6/11/18 and continue through 6/21/18.
- b) I.D. #6040-Custodian-BTE:  
Medical leave of absence to start 5/15/18 and continue through 6/11/18.
- c) I.D. #5235-Teacher-HMP:  
Medical leave of absence to start 5/17/18 and continue through 6/19/18.
- d) I.D. #5797-Teacher-CBW:  
Maternity leave of absence to start 9/4/18 and continue through 1/31/19.
- e) I.D. #6312-Teacher-CBW:  
Maternity leave of absence to start 9/4/18 and continue through 1/2/19.

**3. Substitutes (New & Renewal)**

Recommend the Board approve the attached list of substitutes for the assignments indicated for the 2018-2019 school year. **(Attachment 1)**

**4. 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) Hanna Wiczorek	I.D. #6312-Teacher-CBW	9/4/18-1/2/19
b) Megan Drake	I.D. #5797-Teacher-CBW	9/1/18-1/31/19

**5. Transfers/Reassignments**

Recommend the Board approve the following transfers/reassignments for the 2018-2019 school year at the contractual rate of pay, effective 9/1/18:

<b>Name</b>	<b>From</b>	<b>To</b>
a) Jaime Poggioli	HMP - LLD - Kdg.	HMP - LLD - Kdg & 1
b) Danielle Stesner	HMP - Gr. 2	HMP - Gr. 2 In Class Support
c) Michelle Smith	HMP - Gr. 1 In Class Support	HMP - Gr. 2
d) Teri Felumero	HMP - Gr. 1	HMP - Kdg.
e) Christina Lee	HMP - Kdg	HMP - Gr. 1
f) Jennifer Vigne	HMP - PS (full day)	HMP - Gr. 2
g) Amanda Rogerson	BAY - LLD - Gr. 3	BAY - LLD - Gr. 3 & 4
h) Arlene Comstock	CBW - LLD - Gr. 1 & 2	CBW - LLD - Gr. 1
i) Christina Warchol	CBW - Gr. 3 & 4 In Class Support	CBW - LLD - Gr. 2
j) Josephine Leake	BTES - Gr. 5	BTES - Gr. 6
k) Janet Sullivan	BTES - Resource - Gr. 5	BTES - Gr. 6 In Class Support
l) Katie Zaccone	BTES - Gr. 6 In Class Support	CST - LDT-C
m) Jennifer Cooney	BAY - PS	BTES - Resource - Gr. 5
n) Allison Mitchell	BAY - Teacher Aide Reassignment	BAY - Teacher - PS (full day)
o) Shannon Ponticelli	HMP/BAY - BSI - Kdg.	CBW - Gr. 3
p) Chelsea Conaty	BAY - Teacher Aide Reassignment	CBW - Teacher - PS (part time)

**6. Additional Summer Helper**

Recommend the Board approve the following individual as a Summer Helper 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:

<b>Name</b>	<b>Position</b>
a) Michael Caufield, Jr.	Custodian

**7. Stokes Changes**

Recommend the Board approve the following changes for the Stokes trip June 4-8, 2018:

Additional Chaperones to ride bus up and back on Wednesday, June 6, 2018 only:

Name	Hours	Rate of Pay
a) Victoria Guy - Teacher	2.5	Contractual
b) Katie Rhinehart - Aide	2.5	Contractual
c) Marissa Powell - Aide	2.5	Contractual

- d) Marc Troccola attended on June 6-8 only.
- e) Mitchell Albanese attended on June 4-6 only.

**8. PD Coordinator**

Recommend the Board approve the appointment of Dr. Jeffery Zito as the Coordinator of Professional Development at an annual stipend of \$1,900.

**9. ESY Staff Changes**

Recommend the Board approve the following ESY staff changes for the program running June 25, 2018 through July 31, 2018 at HMP. The program will not operate on Fridays:

Name	From	To	# of Days	# of Hrs.
a) Justin Mannarino	Physical Ed.	Spec. Ed. LLD	20	4
b) Kim Tacon	-----	Physical Ed.	---	12
c) Melissa Stierle	-----	Physical Ed.	---	8
d) Theresa Pasqualetto	-----	LLD	20	4
e) Robyn Romano	LLD	Rescind	---	---
f) Joe Zacccone	LLD	Rescind	---	---

**10. ESY/Camp Paw Program Bus Drivers/Attendants/Substitutes**

Recommend the Board approve the Extended School Year/Camp Paw Bus Drivers/Attendants/Substitutes for the 2018 programs effective 6/25/18 to 7/31/18, at the rate of pay as listed:

**2018 ESY SUMMER PROGRAM BUS DRIVERS**

DRIVER	AM	MID-DAY	PM	HOURS	AMOUNT
a) DeVinney, Cathy	6:15-8:30	9:15-10:15	11:30-1:45	5.5	\$1,903.00
b) Hogrebe, Cathy	6:30-8:30	9:45-10:45	11:30-1:30	5	\$1,730.00
c) Hough, Michelle	6:30-8:30	9:45-10:45	11:30-1:30	5	\$1,730.00
d) Kalinowski, Patty	6:30-8:30	9:00-10:15	11:30-1:30	5.25	\$1,816.50
e) Kleshick, Cheryl	6:15-8:30	-----	11:30-1:30	4.25	\$1,470.50
f) Meier, Donna	6:30-8:30	9:10-10:15	11:30-1:30	5.25	\$1,816.50
g) Meier, Bill	6:30-8:30	9:00-10:15	11:30-1:30	5.25	\$1,816.50
h) Sweikart, Angela	6:30-8:30	9:45-10:45	11:30-1:30	5	\$1,730.00

**2018 ESY ATTENDANTS**

BUS ATTENDANTS	AM	MID-DAY	PM	HOURS	AMOUNT
i) Periera-Arnold, Lori	6:45-8:15	9:10-10:10	11:45-1:15	4	\$1,358.40
j) Cerbo, Carol	6:45-8:15	9:45-10:45	11:45-1:15	4	\$1,358.40
k) DeSilva, Donna	6:45-8:15	9:45-10:45	11:45-1:15	4	\$1,358.40
l) Harman, Julie	6:45-8:15	9:10-10:10	11:45-1:15	4	\$1,358.40
m) Keyes, Robin	6:45-8:15	9:10-10:10	11:45-1:15	4	\$1,358.40
n) Bailey, Jaquanna	6:30-8:15		11:45-1:30	3.5	\$1188.60
o) Monahan, Janet	6:45-8:15	9:45-10:45	11:45-1:15	4	\$1,358.40
p) O'Brien, Michele	6:30-8:00	-----	12:00-1:15	2.75	\$ 933.90

**Substitute Bus Drivers/Attendants at the contractual summer rate:**

Robert Martin Alice Bobinski Lanette Okuniewicz Dawn Kuch Elisa Suarez (Bus Attendant)

**2018 CAMP PAW BUS DRIVERS**

DRIVER	DATES	TIME	HOURS	AMOUNT
s) Bobinski, Alice	6/26, 7/3, 7/10, 7/17, 7/24 6/27	7:30 am-1:30 pm 8:00 am-1:00 pm	30 5	\$605.50
t) Martin, Robert	6/26, 7/3, 7/10, 7/17, 7/24 6/27 7/12, 7/19, 7/23, 7/26	7:30 am-1:30 pm 8:00 am-1:00 pm 7:30 am-1:00 pm	30 5 22	\$986.10

**11. Kindergarten/PreSchool Orientation**

Recommend the Board approve the following Kindergarten/PreSchool teachers and nurses to conduct Orientation on August 30, 2018 not to exceed two hours:

Times: **Preschool 9:00 am - 10:00 am**      **Kindergarten 10:30 am - 11:30 am**

BAYVILLE SCHOOL	CLARA B. WORTH SCHOOL	H & M POTTER SCHOOL
a) Danielle Hoffman -Kdg.	a Kristy Collins - Kdg.	a) Christine Firetto - Kdg.
b) Toniann Palmieri - Kdg.	b) Stephanie Violante - Kdg.	b) Lisa Walstrom - Kdg.
c) Tia Monica - Kdg.	c) Donna Lapczynski - Kdg.	c) Claudine Parga - Kdg.
e) Stephanie Rosetti - Kdg.	e) Michele Snyder - Kdg.	d) Linda Casagrand - Kdg
f) Lisa Zarra - PS	f) Stacey Cronin - Kdg.	e) Shannon Ponticelli - Kdg.
g) Allison Mitchell - PS	g) Megan Drake* - PS	f) Jaime Poggioli - Kdg.
h) Sandra Cotten - ESL	h) Heather Ettari - PS	g) Anna McDowell - Kdg.
i) Melissa Reece - Nurse	i) Stephanie Koplitz - PS	h) Lisa Starr - Kdg.
j) Amy Coppinger - PS - Coach	j) Kim Helling - Nurse	i) Steve Poppe - Kdg.
k) Lauren Teshock - Kdg.	k) Chelsea Conaty - PS	j) Errin Pennell - PS
	l) JoAnn Donachy - Kdg. Coach	k) Jennifer Vigne - PS
	j) Michele Speidel - Kdg.	l) Sara Yost - PS
		m) Patricia Olsen - Nurse
		n) Teri Felumero - Kdg.
	<b>*Long-term Substitute</b>	o) Leah Bale - PS



**12. Stipend**

Recommend the Board approve a Kindergarten Coach Summer Stipend for JoAnn Donachy, for 20 hours at the contractual rate of pay, paid through the Preschool Expansion Grant.

**13. Gifted & Talented Night**

Recommend the Board approve the following teachers for Gifted and Talented Night, for three hours each, at the contractual rate, to be paid through Title IV Funds retroactive to 5/23/18:

CBW	HMP	BAY	BTE
a) Melissa Davenport	b) Marianne Cicco	c) Regina Avenoso	d) Adam Steinmetz

**14. Hours Change**

Recommend the Board approve a change in hours for Amy Coppinger as the Summer Preschool Master Teacher, at the contractual rate, payable through the Preschool Expansion Grant:

From	To
150 Hours	144 Hours

**15. Homebound Instructors**

Recommend the Board approve all district teaching staff as Homebound Instructors for the 2018-2019 school year.

**16. Title Abolishment**

**WHEREAS**, the Berkeley Township Board of Education has recently reviewed various job titles and positions in the District, and;

**WHEREAS**, previous Board's of this District have on two occasions deemed the position of Assistant Superintendent as unnecessary based on the enrollment, demographics and budget of the District, abolishing the title and position of Assistant Superintendent, and

**WHEREAS**, the current Board concurs with the findings of previous Board's in the District that based on Berkeley Township's current enrollment, demographics and budget, the title and position of Assistant Superintendent is not necessary.

**NOW, THEREFORE, BE IT RESOLVED**, that the Berkeley Township Board of Education does hereby abolish the title and position of Assistant Superintendent effective July 1, 2018.

**17. Contract Approval**

Recommend the Board approve the contract for the Business Administrator/Board Secretary for the 2018-2019 school year as approved by the County Superintendent.

**18. Grant Stipend**

Recommend the Board approve a stipend for the following staff member funded through the Preschool Expansion Grant:

Jena Pisacreta - \$5,000

**19. Additional Extended School Year Aide**

Recommend the Board approve the following additional Extended School Year/Special Education Aide 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:

Jaquanna Bailey

**20. Student Teacher Placements**

Recommend the Board approve the following student teacher placements for the 2018-2019 school year:

Name	Assigned to	Start Date	Requirements
a) Danielle Pinero	Amanda McKenna	Sept. 2018	Clinical Internship
b) Susana Conforti	Michele Snyder	Sept. 2018	Clinical Internship
c) Vingra Steponkeviciute	Anna McDowell	Sept. 2018	Clinical Internship
d) Jessica Austin	Lisa Starr	Sept. 2018	60 Hours
e) Dillion Titus	Tracey Jarossy	Sept. 2018	Clinical Internship

**21. Family Night**

Recommend the Board approve the following teachers for the 6th Grade Family Night at BTES for 3 hours each, at the contractual rate, to be paid through Title IV Funds, retroactive 6/13/18:

a) Angela Frawley	b) Jesica Smialowicz	c) Joanna Mulholland
d) Bonnie Brown	e) Victoria Guy	

**22. Curriculum Writing Teachers**

Recommend the Board approve the following teachers as listed:

<b>Name</b>	<b>Curriculum</b>	<b>Hours</b>	<b>Rate of Pay</b>
a) Cheryl DePetro	Reading	5	Contractual
b) Danielle Austin	Reading	5	Contractual
c) Angela Frawley	Reading	5	Contractual
d) Gina Boyles	Reading	5	Contractual
e) Lisa Walstrom	Reading	5	Contractual
f) Danielle Austin	Science	5	Contractual
g) Justin Mannarino	Science	5	Contractual
h) Daniel Cooney	Science	5	Contractual
i) Kimberly Garbacki	Science	5	Contractual
j) Dawn Blumensteel	Science	5	Contractual
k) Tara O'Brien	Science	5	Contractual
l) JoAnn Donachy	Science	5	Contractual
m) Kathleen Bechtle	Math	5	Contractual
n) Nina Britton	Math	5	Contractual
o) Kayla Crick	Math	5	Contractual
p) Diane Fraone	Math	5	Contractual
q) Michele Merlo	Math	5	Contractual
r) Daniel Cooney	Math	5	Contractual

**23. Additional Graduation Chaperone**

Recommend the Board approve the following staff member as a Chaperone 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:

Catherine MacMoyle

**MOTION** by Mr. Guarascio that upon recommendation of the Superintendent Items A24-26 be approved.

**SECOND** by Mrs. Shedlock.

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

**24. ESY Additional Staff Changes**

a) Recommend the Board approve the following additional staff changes for the ESY program:

Name	From	To	# of Days	# of Hrs.
Theresa Pasqualetto	-----	HIB Coordinator	20	4
Jaquanna Bailey	-----	Aide	20	4

b) Recommend the Board rescind the appointment of the following ESY Bus Attendant:

Christine Kurnel

c) Recommend the Board approve the appointment of the following ESY Bus Attendant:

NAME	AM	MID-DAY	PM	HOURS	AMOUNT
Jaquanna Bailey	6:30-8:15	-----	11:45-1:30	3.5	\$1,188.60

d) Recommend the Board approve the following Mid-Day hours change:

NAME	FROM	TO	AMOUNT
Carol Cerbo	9:45 - 10:45	9:15 - 11:00	\$1,613.10

**25. Additional Transfer**

Recommend the Board approve the following additional teacher transfer for the 2018-2019 school year at the contractual rate of pay, effective 9/1/18:

Name	From	To
Anna McDowell	HMP - ICS - Kdg. & Gr. 1	HMP - ICS Gr. 1 & 4

**26. Additional Kindergarten/PreSchool Orientation Teachers**

a) Recommend the Board approve the following additional Kindergarten/PreSchool teachers to conduct Orientation on August 30, 2018 not to exceed two hours:

**Times: Preschool-9:00 am - 10:00 am Kindergarten-10:30 am - 11:30 am**

<b>BAYVILLE SCHOOL</b>	<b>CLARA B. WORTH SCHOOL</b>
Lauren Treshock - Kdg.	Michelle Speidel - Kdg.

b) Recommend the Board remove the following teachers who will not be attending Orientation at the H & M Potter School:

Shannon Ponticelli - Kdg.  
Anna McDowell - Kdg.  
Jennifer Vigne - PS

**MOTION** by Mrs. Shedlock that upon recommendation of the Superintendent Items B1-10 be approved.

**SECOND** by Mr. Guarascio.

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

**B. OTHER BOARD ITEMS**

**1. HIB Report for January 1, 2018 - June 30, 2018**

6 HIB investigations were conducted  
1 Affirmed HIB

For May 22, 2018 through June 20, 2018, there were:

3 HIB investigations conducted  
0 Affirmed HIB  
3 Unaffirmed

**2. Anti-Bullying Bill of Rights Act School Self Assessment 2016 -2017**

Recommend the Board approve the Anti-Bullying Bill of Rights Act School Self Assessment 2016 -2017:

- Bayville School (Score 74 out of a possible 78 points)

- Berkeley Township Elementary School (Score 73 out of a possible 78 points)
- Clara B. Worth School (Score 73 out of a possible 78 points)
- H & M Potter School (Score 73 out of a possible 78 points)

**3. Homebound Instruction - 2018 Extended School Year**

Recommend the Board approve the following students for Homebound Instruction for the 2018 Extended School Year, effective 6/25/18 through 7/31/18:

I.D. #999059

I.D. #999557

(Instruction will be provided by Lisa Zarra)

**4. Revised Organizational Chart**

Recommend the Board approve the revised Organizational Chart - Policy #1110.  
(Enclosed in Agenda Packet)

**5. Memorandum of Agreement**

Recommend the Board approve the Memorandum of Agreement - Title III Consortium for the fiscal year 2018-2019 between the Berkeley Township School District and Plumsted Township School District, regarding the processes, timelines, and agreements relating to the Title III Consortium in which the Plumsted Township School District will be the acting fiscal agent.

**6. Curriculum**

Recommend the Board approve the following Curriculum:

- Rubicon Atlas Curriculum Writing Software (district) for the 2018-2019 school year at a cost of \$7,050.
- Pearson Education-Music Curriculum (district) for the 2018-2019 school year at a cost of \$33,054.
- Delta Education-Science Curriculum (district) for the 2018-2019 school year at a cost of \$33,054.

**7. Programs**

Recommend the Board approve the following:

- Edmentum Program (product services - Reading Eggs, Study Eggspress, Study Island and Exact Path) (district) for the 2018-2019 school year at a cost of \$60,394.
- HIBster (district) for the 2018-2019 school year at a cost of \$1,400.
- Reflex Math (district) for the 2018-2019 school year at a cost of \$13,180.
- Teamology Program (team building communications) (district) for the 2018-2019 school year at a cost of \$5,000.

**8. NWEA**

Recommend the Board approve the Northwest Evaluation Association (NWEA) program (district) for the 2018-2019 school year at a cost of \$27,925.

**9. Online Test**

Recommend the Board approve Houghton Mifflin Harcourt Cognitive Abilities Test - Online (district) for the 2018-2019 school year at a cost of \$7,150.

**10. First Reading of Bylaws/Regulations/Policies**

Recommend the Board approve the First Reading of the Bylaws/Regulations/Policies listed below:

Policy/Reg 3221	Evaluation of Teachers - Revised/Mandated
Policy/Reg 3222	Evaluation of Teaching Staff Members, Excluding Teachers & Administrators - Revised/Mandated
Policy/Reg 3223	Evaluation of Administrators, Excluding Principals, Vice Principals & Asst. Principals - Revised/Mandated
Policy/Reg 3224	Evaluation of Principals, Vice Principals & Asst. Principals - Revised/Mandated
Policy/Reg 7100	Long-Range Facilities Planning - Revised/Mandated
Policy/Reg 7101	Educational Adequacy of Capital Projects - Revised/Recommended
Policy/Reg 7102	Site Selection and Acquisition - Revised/Recommended
Policy 7130	School Closing - Revised/Recommended
Policy/Reg 7300	Disposition of Property

**XI. BUSINESS ADMINISTRATOR'S AGENDA**

**MOTION** by Mrs. Shedlock that upon recommendation of the Business Administrator Items B1-7 be approved.

**SECOND** by Mrs. Bacchione.

**ROLL CALL VOTE:** (6 Ayes, 0 Nays, 3 Abstain) Mrs. Bacchione on Item 2, Mr. Guarascio on Items 1a & b, Mr. MacMoyle on Items 1a & 1b, 3. Motion carries.

**1. Minutes**

- a. RESOLVED that the minutes of the Regular Meeting held on May 22, 2018 be approved. **(Attachment 2)**
- b. RESOLVED that the minutes of the Executive Session held on May 22, 2018 be approved. **(Attachment 3)**

**2. Payment of Bills**

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

Bills List dated June 6, 2018  
Check numbers 43543 through 43545 \$14,487.46

Bills List dated June 20, 2018  
Check numbers 43546 through 43676 \$873,220.79  
**(Attachment 4)**

Purchase Order Report listing  
Purchase Orders numbered 18-01877 through 18-02057 \$275,221.58  
**(Attachment 5)**

**3. Payroll Approval**

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

May 15, 2018 \$1,065,932.19  
May 30, 2018 \$1,045,997.66

**4. Appropriation Transfers**

BE IT RESOLVED that the Appropriation Transfers for the month of May 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 May 31, 2018, after review of the Board Secretary's monthly financial reports (appropriations section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge no major account or fund has been over expended in violation of N.J.A.C.6A:23-2.11 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.  
**(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 May 31, 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 &amp;/or Mileage)</u>	<u>Dates</u>	<u>Not to Exceed</u>
Jeff Zito, Michael Conforti, Kevin Waldron	Supporting the QSAC Process in Aberdeen (registration)	7/24/18	\$810
Michael Conforti	School Safety Specialist Certification Training in Westhampton NJ Revised date, location, mileage (previously approved 3/20/18)	8/6 - 8/9, 2018	\$110
Cara Burton	NJPSA/FEA Affirmative Action Officer Certificate Program in Monroe (registration & mileage)	8/21- 8/23,2018	\$600
Debbie Fierra	NJPSA Fall Conference - Long Branch (registration & mileage)	10/18 & 10/19, 2018	\$375
Cara Burton	NJPSA Fall Conference - Long Branch (registration & mileage)	10/18 & 10/19, 2018	\$375
Patricia Olsen	New Jersey Academy of Pediatrics School Health Conference in Somerset	10/17/2018	\$200
LaurieraeMongaliri-Mullin	Robinowitz Education Center, Princeton, NJ (registration)	8/6 - 8/8, 2018	\$700
Various	Professional Development Hours at Stockton University	9/2018 - 6/2019	\$6,994
Eileen Clemente	St. Peter's University Hospital, New Brunswick (registration)	9/29 - 9/30,2018	\$435
Andrea Cimino, Melissa Gallagher, Michael Conforti, Steve Rieder, Daniel Prima, Kevin Waldron, Cara Burton, Keith McShaffery Debbie Fierra, Joseph Reid, Jeff Zito	ISTE - 11 Basic Memberships and 2 Conference Registrations	TBD	\$1725

**MOTION** by Mr. Guarascio that upon recommendation of the Business Administrator Items B8-14 be approved.

**SECOND** by Mrs. Shedlock.

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

**8. Appointment**

Recommend the Board approve the following appointment for the 2018-19 school year:

Custodian of Records (Alternate) Jena Pisacreta

**9. Transportation**

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

Host District	Student ID	Dates	School	Per Diem Rates
Central Regional	999891	7/2/18 -8/13/18	Jackson/Manchester Regional	TBD
Central Regional	999891	9/1/18 - 6/30/19	Jackson/Manchester Regional	TBD
MOESC	997905	9/5/18 - 6/30/19	New Road School	TBD

**10. Renewal of Sodexo Food Management Contract:**

**Whereas**, districts are permitted to renew contracts at an increase less than or equal to the Consumer Price index and,

**Whereas**, Sodexo has agreed to renew its 2018-2019 contract at an amount equal to the Consumer Price, Index,

**NOW, THEREFORE, BE IT RESOLVED** that the Berkeley Township Board of Education does hereby renew Sodexo for the 2018-2019 with the following fees and pricing:

**General Support Services Allowance.** SFA shall pay Sodexo a General Support Services Allowance equal to Thirty-Seven Thousand One Hundred Dollars and No Cents (\$37,100.00) for the 2018-2019 contract year, payable in ten equal installments of Three Thousand Seven Hundred Ten Dollars and No Cents (\$3,710.00), September through June, computed at the end of each

Accounting Period and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

**Management Fee.** SFA shall pay Sodexo a Management Fee in an amount equal to Fifty-Nine Thousand Three Hundred Sixty Dollars and No Cents (\$59,360.00) payable in ten equal installments of Five Thousand Nine Hundred Thirty-Six Dollars and No Cents (\$5,936.00), September through June for the 2018-2019 contract year. The Management Fee shall be calculated at the end of each Accounting Period during the school year and prorated for any partial Accounting Period. Partial Accounting Period shall be defined as a period of time less than one (1) month.

**Prices:**

Breakfast - Paid \$1.75, Reduced: \$0.30  
Lunch - Paid \$2.85, Reduced \$0.40  
A la carte milk: \$0.50

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**GUARANTEE:** SFA and Sodexo shall work together to ensure a financially sound operation and shall guarantee financial results for the 2018-2019 school year as follows.

Surplus Guarantee

Sodexo guarantees that SFA shall receive a Surplus of Fifteen Thousand Dollars and No Cents(\$15,000.00) for the 2018-2019 school year. If the actual Surplus for the Food Service program falls short of the aforementioned amount, Sodexo shall pay the difference to SFA in an amount not to exceed one hundred percent (100%) of Sodexo's annual **Management Fee** . Sodexo reserves the right to recover any such reimbursement made during the current contract year from that year's Surplus on a monthly basis.

**11. Bid for Refuse/Recycling Removal**

**WHEREAS,** the Berkeley Township Board of Education published a bid for Refuse/Recycling on May 25, 2018 and,

**WHEREAS,** on June 12, 2018 the bids were opened at 1 pm in the Business Office,

**NOW, THEREFORE, BE IT RESOLVED,** that the Berkeley Township Board of Education accepts the following Bids:

Waste Management	\$46,320
Republic Services of NJ, LLC DBA: Marpal Disposal	\$39,078

**12. Bid Award**

**WHEREAS**, the Berkeley Township Board of Education is in need of refuse/recycling removal and has opened bids for the same,

**NOW THEREFORE, BE IT RESOLVED**, the Berkeley Township Board of Education awards the Refuse/Recycling Removal to the lowest, responsible bidder; Republic Services of NJ, LLC. DBA: Marpal Disposal for the annual fee of \$39,078 effective 7/1/2018.

**14. Disposal of Equipment**

Recommend the Board approve the disposal of the following:

Brush Cutter Billy Coat Outback - Model #BC2600HM

Serial #040615051

**13. ESSA**

Recommend the Board approve ESSA for the school year 2018-19 in the amount of \$457,172.

**XII. OLD BUSINESS**

None.

**XIII. NEW BUSINESS**

None.

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

Mr. Edward F. Cammarato thanked the Board and President Ytreboe and Vice President Mr. MacMoyle for their timeless commitment to the Board. He also thanked Mr. Conforti and Mr. Rieder for taking care of his oldest daughter and congratulated Katherine Zaccone on her new assignment. He will be camping with the Boy Scouts of America on July 23rd so he will miss the next Board meeting.

**XV. EXECUTIVE SESSION**

A motion was made by Mr. MacMoyle and seconded by Mrs. Shedlock that the Board move into Executive Session at 7:50 pm for the purpose of personnel matters. No action will be taken after Executive Session.

Mr. Guarascio left at 7:50 pm.

A motion was made by Mrs. Shedlock to reconvene into open session at 8:12 pm.

Second by Mrs. Bacchione.

**ROLL CALL:**

**PRESENT:** Mrs. Bacchione, Mr. Cammarato, Mr. MacMoyle,  
Mrs. Shedlock, Mr. Ytreboe.

**ABSENT:** Mr. Fisher, Mr. Pellecchia, Mr. Guarascio

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

**XV. ADJOURNMENT**

A motion was made by Mr. Cammarato to adjourn the meeting. Second by Mr. MacMoyle.  
All in favor. Meeting adjourns at 8:12 pm.

Respectfully submitted,



Laura Gingerelli, CPA, RSBA  
Business Administrator/Board Secretary